

# Agenda of Regular

## The Board of Trustees El Campo Independent School District

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A Regular of the Board of Trustees of El Campo Independent School District will be held April 20, 2010, beginning at 7:00 PM in the Boardroom, 700 W. Norris, El Campo, TX 77437.

The subjects to be discussed are as listed below.

1. Call to Order/Opening Prayer/Pledge of Allegiance
2. Public Comment
3. Business and Operations
- A. Discuss Possible Purchase of New Band Uniforms 4
4. Curriculum and Instruction
- A. Report on Plans for Annual Summer School Program 8
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- B. Review and Discuss Administration's Recommendation to Employ an Elementary Social Studies Curriculum Facilitator; a Bilingual/ESL Facilitator; and an RTI Facilitator 20
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- A. Dianne Cerny - TASBO Certification
7. Participants at 7th International Conference on Positive Behavior Support
- A. Deanna Hermann
8. Lura Faye Motley
9. Rhea Prasek
10. Laura Pustejovsky
11. Laura Motal
12. Robin Crowell
13. Dawn Cswaykus-Korenek
14. Tala Allen
15. Cheryl Roitsch
16. Carolyn Gordon
17. Consent Agenda
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36. Texas Government Code § 551.074 (1) (a) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee	
37. The Board Will Meet in a Closed Meeting to Discuss the Appointment of Professional Employees	
38. Review Professional Personnel Changes Status Report	
39. Superintendent's Report	
A. Personnel	
B. Community and Governmental Relations	
1. Legislative Update	
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41. Preliminary Agenda for Regular Meeting on May 18, 2010	
42. Monthly Calendar of Activities and Events	
43. Business and Support Services	
44. Foundation School Program State Funding Status at End of the Fourth Six Weeks	
45. Curriculum and Instruction	
46. Students	
A. Student Enrollment and Attendance at the End of Fourth Six Weeks	
47. Monthly DAEP Report	
48. Monthly SRO Report	
49. Adjournment	

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

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on April 16, 2010.

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For the Board of Trustees

**Agenda Item Summary Sheet (5 B)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Discussion Item***

**Business and Operations** Request for New Band Uniforms

**Summary** Money has been requested in next year's budget for new band uniforms. High School band director, Mark Van Gorp, has asked to address the Board to seek approval to order these uniforms now so they will be ready to use during next fall's 2010 marching season.

Boards cannot technically commit funds out of next year's budget before the budget is adopted, and funds cannot be legally spent until after the beginning of the fiscal year on September 1<sup>st</sup>.

**ECISD Board Policy** CE (LOCAL), ANNUAL OPERATING BUDGET

**Effective Date** April 20, 2010

**Previous Board Action** None.

**Future Action Expected** Authorization to order new uniforms.

**Background Information and Significant Issues** If the uniforms are needed for next school year then the funds to purchase these uniforms should have been requested in this year's (2009-2010) budget, but they weren't. This would have allowed us to design, order, take delivery, and pay for the uniforms during this fiscal year and have them here for use at the beginning of 2010-2011 school year.

There are options:

- If enough unexpended funds can be found in this year's budget we could do a budget amendment and order the new uniforms now.
- If there are not enough unexpended funds in this year's budget maybe there would be enough for just the marching uniforms. The formal wear could be budgeted for 2010-2011 and ordered as soon as possible after September 1<sup>st</sup> so that it would be available for the spring concert season.
- Amend the budget by taking either of the above options from fund balance.
- Wait until next year to order the new uniforms.

<b>Fiscal Impact</b>	Marching Uniforms .....	\$57,062.55
	Formal Concert Wear .....	<u>\$15,336.00</u>
	TOTAL .....	\$72,398.55

**Student and Public Benefit**      New band uniforms.

**Procedural and Reporting Implications**      None.

**Public Comments**      None.

**Alternatives**      None.

**Other Comments and Related Issues**      None.

- Attachments**
- Special Request from Mark Van Gorp
  - Preliminary Pricing from DeMoulin Bros. & Co.

**Contact Person(s)**      David Bright, Assistant Superintendent for Finance and Operations  
Rich DuBroc, High School Principal

**Action Required**      No action required.

**Superintendent's Recommendation**      This is a discussion item only.  
**Mark Pool, Superintendent of Schools**

## El Campo High School Band Uniform Special Request:

The El Campo High School Band is in need of purchasing new uniforms. The current uniforms were purchased in the school year of 1999-2000. This year will complete 10 years of wearing the current uniforms. Life expectancy of a band uniform is generally 8 years. The uniforms are getting to the point of needing to be replaced. The white pants can no longer be dry cleaned to look adequate for performance and there is a lot of jacket repair beginning to show.

The process of buying uniforms is a lengthy process. I will be meeting with uniform companies at the TMEA Convention February 10-12, 2010 in San Antonio. At this time we will be designing the uniform to have samples made. This will give us the opportunity to narrow down a price per uniform. Then we will send out information to the major companies for the bid process. In addition to the standard marching band uniform I would also like to purchase formal wear for concert and sight reading contest. This would involve tuxes and long black dresses. The bands we compete against all have formal wear for concert season. We want to do our best to keep up with the look that all schools are going to.

I can only venture an estimate at this time for cost, but will be able to narrow it down in a couple of weeks, once the uniform has been designed.

Cost of Marching Uniform @ \$325.00 X 175 = \$56,975.00

Cost of Formals @ \$160.00 X 175 = \$28,600.00

@ Total = \$85,575.00

Remember this is only an estimate at this time based on today's prices for a uniform similar to our current uniform. Thanks for your time and consideration.

Mark Van Gorp  
ECHS Bands

**Preliminary Pricing  
 Confidential**

Your Area Representative:  
 Mimi Kallin, Sales Representative  
 4252 River Ranch Circle  
 Robstown, Texas 78380  
 800/242-9615 361/387-4125

Bill To: **El Campo ISD**  
 Attn: **Mark Van Gorp**  
 Address:  
 City, St, Zip **El Campo, TX 77437**  
 Telephone:

Ship To: **El Campo ISD**  
 Attn: **Mark Van Gorp**  
 Address:  
 City, St, Zip: **El Campo, TX 77437**  
 Fax:

Possible Payment Terms: For Schools: Net 30 Days with School Purchase Order.  
 For Booster Clubs: 1/3 Down payment, Balance on/or before delivery.  
**CASH Discount:** For Cash with Order, we will discount your order 4%.  
**MASTERCARD, VISA or DISCOVER:** Cash Discount is not available with Credit Card Purchases

Delivery Schedule: **SHIPMENT: 120-150 DAYS AFTER RECEIPT AT GREENVILLE, ILLINOIS OF:**  
 1. This signed Agreement with down payment. 3. Written approval of any changes from the sample uniform  
 2. Sample Uniform to be duplicated. 4. Sizes - to include student measurements and/or approval of stock sizes.  
 This means **IF** all details were complete today, **3/12/2010** you could expect delivery of your uniforms between **7/10/2010** **8/9/2010**

QUANTITY	STYLE	ITEM DESCRIPTION	UNIT PRICE	EXTENSION
175	484	Band coat w/ adj. cuffs and embroidery	\$141.78	\$24,811.50
175	569	Bibbers Dac/wool, adj. hems	\$109.19	\$19,108.25
15	expand	coat expanders	\$9.72	\$145.80
175	30-1	shakos w/ carton	\$46.83	\$8,195.25
175	plume	plume w/ flecks	\$14.82	\$2,593.50
175	hanger	delux hanger w/ locking pant bar	\$1.01	\$176.75
80	formal	men's tuxedo package w/hanger	\$101.00	\$8,080.00
80	formal	ladies gown AD-01 w/ hanger	\$68.00	\$5,440.00
85	formal	ladies dress bags 65" black w/ logo	\$10.50	\$892.50
175	formal	band garment bags red w/ logo	\$9.50	\$1,662.50
85	formal	men's garment bags black w/ logo	\$9.50	\$807.50
1	barudan	embroidery tape and application for coat/pants	\$116.00	\$116.00
3	cape	drum major capes 42" long, full, metallic/satin	\$123.00	\$369.00

**F.O.B. SCHOOL**

Fabric based on black and red dacron/wool to match current shades. Price includes UPS ground freight.  
 This is a quote for planning purposes and NOT a firm final price.

Subtotal	\$72,398.55
Less Cash Discount	\$0.00
<b>Subtotal</b>	<b>\$72,398.55</b>
Sales Tax	
Shipping & Handling	\$0.00
<b>Contract Total</b>	<b>\$72,398.55</b>
Down Payment	
Balance Due	<b>\$72,398.55</b>

**Savings for Cash with Order \$0.00**

**This is a "for information only" document. It is not a contract. It shall not be construed to bind DeMoulin Brothers & Company nor the school.**  
**Confidential**

<b>Curriculum and Instruction</b>	Review of Summer School Plans
<b>Summary</b>	<p>ECISD has several summer school programs that are funded by various sources.</p> <p>The District's summer school programs have been greatly reduced for the summer of 2010 due to the fact that students eligible for our Optional Extended Year Program in the past are now being served during our Saturday School Program. However, there are still certain summer school programs that we are required to provide.</p>
<b>ECISD Board Policy</b>	<p>EHBC (LEGAL), SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES</p> <p>EHBC (LOCAL), SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES</p>
<b>Effective Date</b>	Summer 2010
<b>Previous Board Action</b>	The Board annually reviews the plans for the district's summer school programs.
<b>Future Action Expected</b>	The Board annually reviews the plans for the district's summer school programs.
<b>Background Information and Significant Issues</b>	<p>For the Summer of 2010, we plan to offer four different summer school programs:</p> <ol style="list-style-type: none"><li>1. Bilingual/English As A Second Language and Migrant Program for grades K-1;</li><li>2. High School summer program for students wishing to accelerate graduation or recover credits;</li><li>3. High School summer program for students who have not passed EXIT Level TAKS; and</li><li>4. Student Success Initiative accelerated instruction for students in grades 5 and 8 who were not successful on second administration of reading and/or mathematics TAKS.</li></ol>
<b>Fiscal Impact</b>	The costs of the various programs and their funding sources are detailed in the attached information from Carolyn Gordon.

Total estimated cost of all programs is \$68,370; a little more than one-half of the cost last summer.

**Student and Public Benefit** Students are provided the opportunity for additional instruction during the summer months.

**Procedural and Reporting Implications** Depends upon the program and the funding source.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** None.

**Attachments**

- Document from Carolyn Gordon with descriptions of the various summer school programs and their funding sources.

**Contact Person(s)** Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction

**Action Required** No Action Required. This item is for information only.

**Superintendent's Recommendation** Information only.  
**Mark Pool, Superintendent of Schools**

TO: Mark Pool  
FROM: Carolyn Gordon  
DATE: April 15, 2010  
RE: Summer School

Attached are descriptions of the various summer school programs that I am recommending for the summer of 2010. Described are:

1. Bilingual/English As A Second Language and Migrant program in language, reading, and writing for identified students grades K-1.
2. High school summer program for students who wish to accelerate graduation or need to recover credits.
3. High school program for students needing acceleration for EXIT TAKS.
4. Student Success Initiative accelerated instruction for students in grades 5 and 8 who were not successful on second administration of reading and/or mathematics.

Budget projections for all the programs with funding sources identified are included. These programs offer students an opportunity to improve their achievement levels or to move faster through their three or four year graduation plan.

**Summer School - 2010**  
**Bilingual/ESL and Migrant Program**  
**Grades Pre-Kindergarten and Kindergarten**

**Purpose**

The purpose of the program is to provide identified students the opportunity to further improve their English fluency skills and their academic skills in language arts, reading, and writing.

**Student Eligibility**

Student identified as Bilingual/ESL or Migrant students currently in grades PreK-K.

**Results**

Students will improve their English language skills and their academic skills.

**Time Frame**

The program will be conducted for 20 days, Monday through Friday, beginning June 14 and ending July 9. A total of six hours of instruction will be provided from 8:30 a.m. to 3:00 p.m. each day. Breakfast and lunch will be provided each day.

**Transportation**

Transportation will be provided from strategic locations to and from school.

**Personnel**

Five teachers and five aides will be employed to provide the five week program. A process will be established for interested staff to apply and be selected for the program.

**Funding**

State Compensatory, Migrant, and Bilingual/ESL funds will be utilized.

# **Summer School - 2009 High School Program Grades 9 - 12**

## **Purpose**

The purpose of the high school program is to offer students an opportunity to accelerate their four-year plan for completion by offering the required courses of Government; Economics; and Personal Finance; and the elective course Communication Applications. Students may complete one of these required courses to create flexibility in their schedule to accommodate enrollment in dual-enrollment college courses or career preparation program when students are seniors.

Credit Recovery will also be offered with limited availability and prior administrative approval for students who have failed courses or been denied credits due to lack of attendance. In order for students to attempt to recover credits in classes previously failed or for credits denied for attendance to participate they must have completed prerequisites outside of the regular school day during the Spring semester.

Mid-Coast Driving School will also offer Driver Education during the summer for eligible students.

## **Student Eligibility**

Any high school student who wishes to accelerate the four-year plan and is eligible based on completion of applicable prerequisites for the content courses or the age requirement for driver education may enroll. Fees may be assessed for students taking courses.

Students from outside the district may also attend summer school at El Campo High School in order to regain credits, but they must have a letter of approval from their campus principal and a current transcript before they will be enrolled. The cost for non-ECISD students is \$150 for the first full credit and an additional \$25 per semester (or half) credit beyond the initial credit.

## **Results**

Students who successfully complete the work shall obtain credit toward graduation.

## **Time Frame**

The summer semester will be from June 15 through July 2. Classes will be conducted Monday through Friday from 8:00 a.m. to 1:00 p.m.

**Personnel**

Personnel will be determined by the number of registrants in each of the content areas.

**Funding**

Students who live in the district will pay \$85.00 per semester. Out of district students will pay \$150 per semester.

Funding for the credit recovery program for identified at risk students will be provided by state compensatory funds. The students who are eligible for free or reduced lunch will receive tuition assistance based on their free and reduced lunch status. Students who are not eligible for free or reduced lunch will not be eligible for subsidized tuition and will be required to pay \$85.00 per semester.

**Number of Participants**

For a non-credit recovery class to be taught, a minimum of 15 students must enroll. No class will exceed 35 students in size. Out of district students will be accepted as space is available.

## **Summer School - 2010 High School – TAKS Remediation**

### **Purpose of the Program**

The purpose of the high school summer TAKS remediation program is to offer instruction on the Exit TAKS objectives in English language arts, mathematics, science and social studies to those students who have not been successful on the test(s) and wish to retake the test during the summer.

Instruction for Exit Level TAKS will be in English language arts, mathematics, science and social studies.

Classes will be held at El Campo High School.

### **Student Eligibility**

Any high school student who has not been successful on the English language arts, mathematics, science and/or social studies on the Exit Level TAKS and who wishes to participate in the summer administration of the test(s) is eligible.

### **Time Frame**

The program will be offered beginning the 2 weeks preceding the summer administration of the Exit TAKS. The classes will be available Monday through Thursday from 5:30 p.m. to 8:30 p.m. each evening from June 28 to July 12.

### **Personnel**

Personnel will be determined by the number of students who wish to take the test during the summer.

### **Funding**

The program will be funded through State Compensatory funds.

## **STUDENT SUCCESS INITIATIVE GRADES 5 AND 8**

### **Purpose**

Enacted by the 76<sup>th</sup> Texas Legislature (1999) and modified by the 81<sup>st</sup> Texas Legislature in 2009, the Student Success Initiative (SSI) grade advancement requirements apply only to the Texas Assessment of Knowledge and Skills (TAKS) mathematics and reading test at grades 5 and 8. As specified by these requirements, a student may advance to the next grade level only by passing these tests or by a unanimous decision of his or her grade placement committee that the student is likely to perform at grade level after accelerated instruction.

Student in grade 3 are no longer required to pass the TAKS reading test to be promoted to grade 4.

The goal of the SSI is to ensure that all students receive the instruction and support they need to be academically successful in reading and mathematics.

### **Student Eligibility**

Students who did not pass the second administration of the Grade 5 and Grade 8 reading and/or mathematics tests.

### **Time Frame**

The program will run for 13 days, Monday through Friday, beginning June 14, and ending June 30. A total of four hours of instruction will be provided from 8:30 a.m. to 12:30 p.m. each day. Students will have 11 day of accelerated instruction and 2 days for testing, June 29 and 30. Breakfast and lunch will be provided each day.

### **Transportation**

Transportation will be provided from strategic locations to and from school. There will be a shuttle bus route at the end of each day to the Boys and Girls Club for students registered for the program.

### **Personnel**

Depending on the number of students who were not successful after the second administration of the reading and mathematics test for grades 5 and 8 will determine the number of teachers required. The guidelines for the SSI acceleration are 10:1 ratio.

### **Funding**

The program will be funded through a combination of ARI/AMI, SCE and Local funds.

## ECISD SUMMER SCHOOL FUNDING - 2010

**Student Success Initiative Program Grades 5 & 8**

8 teachers – 4.25 hours per day x 13 days	\$13,260
6 instructional aides – 5 hours per day x 13 days	<u>5,850</u>

Funding: State Comp. and ARI/AMI Funds	<b>\$19,110</b>
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**Bil/ESL and Migrant Program Grades PreK-K**

4 teachers -- 6.5 hours per day x 20 days	\$15,600
4 instructional aides -- 7 hours per day x 20 days	<u>8,400</u>

Funding: Bilingual/ESL and Migrant	<b>\$24,000</b>
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**High School Programs Grades 9-12**

Summer School

4 teachers – 1 <sup>st</sup> semester 6 hours per day x 14 days	\$10,080
2 <sup>nd</sup> semester 5 ½ hours per day for 16 days	<u>10,560</u>

**ECHS TAKS Class**

2 teachers -- 3 hours per day x 9 days	<u>1,620</u>
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Funding: Student tuition and State Compensatory	<b>\$22,260</b>
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**Transportation**

Estimated total for all programs	<b>\$3,000</b>
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<b>Estimated total of all programs</b>	<b>\$68,370</b>
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\* Salaries only, no benefits included

**Personnel** Elementary Enrollment Projections and Staffing

**Summary** We are using current enrollment numbers to project elementary staffing needs for next year.

The District has made efforts to maintain the following class size ratios in our elementary grades (students per teacher):

- Kindergarten..... 16-18
- First Grade ..... 18-20
- Second – Fourth Grades ..... 20-22
- Fifth Grade ..... 22-25

We have been using class size reduction funds in grades K-3 to keep our class sizes lower. These funds must supplement and cannot supplant, which basically means that we must at least meet the statutory 22:1 ratio with local funds in order to lower the class size with class size reduction funds.

Based on our current enrollment we are making the following projections for next year:

	<b>Ratio without Class Size Reduction Funds</b>	<b>Ratio with Class Size Reduction Funds</b>
<b>Kindergarten</b>	290 / 16 = 18.1	290 / 17 = 17.1
<b>First Grade</b>	289 / 15 = 19.3	289 / 16 = 18.1
<b>Second Grade</b>	297 / 13 = 22.8	297 / 14 = 21.2
<b>Third Grade</b>	292 / 12 = 24.3	292 / 13 = 22.5
<b>Fourth Grade</b>	249 / 12 = 20.8	
<b>Fifth Grade</b>	253 / 12 = 21.1	

Based upon these numbers we will be sufficiently staffed in grades K-1. (It must be noted that we never really know how many kindergarten students we will have until school starts.) We could conceivably reach an enrollment of 306 and still maintain 18:1 in kindergarten, and a first grade enrollment of 320 and still maintain a 20:1 ratio.

However, since we will exceed the 22:1 ratio without class size reduction funding in both second grade and third grade we will need to hire additional teachers in order to utilize those funds if

they are available; one additional teacher at second grade and two additional teachers at third grade. This would bring the student to teacher ratios in those grade levels to  $297 / 15 = 19.8$  and  $292 / 15 = 19.5$  respectively.

Staffing in the fourth and fifth grade is sufficient to meet the district guidelines. (We could actually reduce staff by one position at the fifth grade.) However, the larger classes that are now moving through the lower elementary grades will probably be at Northside starting in 2011-2012.

<b>ECISD Board Policy</b>	None.
<b>Effective Date</b>	April 20, 2010
<b>Previous Board Action</b>	None.
<b>Future Action Expected</b>	Contract renewals will be considered next March.
<b>Background Information and Significant Issues</b>	A probationary contract employee may be terminated at the end of the contract period if the Board determines that such termination will serve the best interests of the District. The Board shall give the employee notice of its decision to terminate the employment not later than the 45 <sup>th</sup> day before the last day of instruction required under the contract. The Board's decision to terminate a probationary employee at the end of a contract period is final and may not be appealed.
<b>Fiscal Impact</b>	Salary and Benefits
<b>Student and Public Benefit</b>	We are ethically bound to provide the best instructors possible for the children we serve.
<b>Procedural and Reporting Implications</b>	Probationary contracts will be issued following action by the Board.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	In some cases members of the Board may need to abstain from voting on some employees due the nepotism laws. Rules regarding nepotism may be reviewed at ECISD policy DBE (LEGAL). EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: Nepotism  The nepotism prohibitions described in this policy shall not apply

to the confirmation or appointment of an individual to a position if the individual is employed in the position immediately before the election or appointment of the Trustee to whom the individual is related in a prohibited degree and that prior employment is continuous for at least thirty days if the Trustee is appointed; or six months if the Trustee is elected.

If a person continues in a position under this exception, the Trustee who is related to the employee shall not participate in any deliberation or voting on the appointment, reappointment, employment, reemployment, change in status, compensation, or dismissal of the employee, if the action applies only to the employee and is not taken regarding a bona fide class or category of employee.

**Attachments**

Personnel Recommendation Data Summary Sheets (not released to public)

**Contact Person(s)**

Mark Pool, Superintendent of Schools  
Rich DuBroc, High School Principal

**Action Required**

Motion, second and majority vote to approve administration's recommendations for personnel contracts.

**Superintendent's Recommendation**

I recommend that you approve administration's recommendations for personnel contracts.

**Mark Pool, Superintendent of Schools**

**Personnel** Additional Facilitator Positions

**Summary** **Elementary Social Studies Facilitator.** We either need to consider hiring a social studies facilitator for the elementary grades or to turn the coordination of our social studies curriculum back over to each campus principal. Asking one person to do the elementary English Language Arts / Reading and social studies is too much. One curriculum area or the other, or both, are not going to get the attention they need.

**Bilingual / Migrant Facilitator.** Our Bilingual / ESL program is in great need of someone to coordinate the curriculum and provide instructional strategies and professional support to our teachers. In my meeting with our Bilingual staff earlier this spring one of their priority requests was that we consider hiring a facilitator for that program.

Districtwide 9.2% of our students have limited English proficiency and that number grows every year. This is particularly true at the lower elementary grades where Myatt has 21.8% of the enrollment that is considered limited English proficient and Hutchins has 16.5%.

Contrast this to our Gifted and Talented Program, which has a facilitator, that makes up 10.8% of our district student population; and our Special Education Program, which has a director and numerous professional support staff, that makes up 9.7% of our student population.

**Response to Intervention Facilitator.** As we continue to learn more about response to intervention and develop our RtI process we are seeing the need for someone to coordinate this program districtwide. We initially asked classroom teachers to take on additional responsibilities as case managers, but any of them who took on this additional responsibility will tell you that it is overwhelming and that their regular classroom instruction suffered because of it. (There will also be those who have not bought into this process who will tell you that an RtI facilitator is not necessary. That is the same thing they said about curriculum facilitators two years ago.)

There is particularly a need for help at the lower elementary levels where there are naturally more students identified as needing instructional interventions. As students get older many of those who may need additional instructional support have been referred to special education.

We are finding by visiting with other school districts that are

being successful in implementing the Rtl process that they have someone specifically hired to coordinate and facilitate this program.

**ECISD Board Policy** None.

**Effective Date** April 20, 2010

**Previous Board Action** None.

**Future Action Expected** The Board may be asked to approve these new positions.

**Background Information and Significant Issues** We have determined that we can fund these positions primarily with special revenue type funds; i.e., funds that are restricted in their use. We feel that these funds will be better utilized by investing them in people rather than “stuff.”

- Social Studies Facilitator – ½ State Compensatory Funds and ½ Local Funds (This is how our other curriculum facilitators are funded now.)
- Bilingual / Migrant Facilitator – ½ State Compensatory Funds and ½ Migrant Funds; and
- Rtl Facilitator – State Compensatory Funds

**Fiscal Impact** Salary and Benefits

**Student and Public Benefit** We will strengthen our elementary social studies and Bilingual / ESL programs by staffing these positions; and an Rtl Facilitator will provide us the opportunity for identified students to get the most benefit out of our response to intervention program.

**Procedural and Reporting Implications** None.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** None.

**Attachments** Proposed job descriptions for:

- Bilingual / ESL Facilitator
- Response to Intervention Facilitator

**Contact Person(s)**

Mark Pool, Superintendent of Schools  
Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction

**Action Required**

No action required.

**Superintendent's Recommendation**

This is an information item only.  
**Mark Pool, Superintendent of Schools**

**JOB TITLE: Bilingual/ESL Facilitator**  
**REPORTS TO: Assistant Superintendent of Instruction**

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**PRIMARY PURPOSE:**

Provide support and training for central and campus personnel in the instruction of English Language Learners (PK-12), supervise program development, improvement and compliance and act as a liaison for parent and community involvement for English Language Learners.

**QUALIFICATIONS:**

**Minimum Education/Certification:**

- Master's Degree preferred
- Bilingual Spanish teaching certificate
- Valid Texas driver's license
- Eligible for coverage under the district's vehicle insurance program.

**Special Knowledge/Skills:**

- Extensive knowledge of current second language acquisition practice and theory
- Understanding of state and federal law regarding the instruction of English Language Learners and the associated accountability
- Effective written and oral communication skills and collaborative working style
- Bilingual proficiency in Spanish preferred

**Minimum Experience:**

- Five years experience including teaching and diagnostic and/or administrative responsibilities

## **MAJOR RESPONSIBILITIES AND DUTIES:**

### **Instructional Management:**

1. Initiate and supervise the development and evaluation of the curriculum and instructional programs in designated areas.
2. Assist building principal in the scheduling and adjustments of class loads for English Language Learners.
3. Develop and monitor procedures and assist personnel in identifying students as limited English proficient and documenting LPAC procedures, including placement and exit, in compliance with TAC Chapter 89.
4. Develop procedures and coordinate summer programming for English Language Learners.

### **School/Organizational Climate:**

5. Serve as a mediator/facilitator between students and faculty, among staff, and between faculty and parents to assure a more effective education for English Language Learners and a more positive working environment.
6. Act as a resource to teachers, principals and parents to support students' instructional program.
7. Promote a collaborative working style with administration and staff.

### **School/Organizational Improvement:**

8. Contribute to district-wide goals and objectives as a member of the management team.
9. Compile and draw conclusions based on the disaggregation of student performance data.
10. Sponsor and/or supervise extracurricular and co-curricular activities when appropriate.

**Program Management:**

11. Organize personnel, physical resources and activities to address the needs of LEP students within the district's programs.

**Student Management:**

12. Assist instructional staff in the development of appropriate behavioral and academic student management strategies.

**Professional Growth and Development:**

13. Plan and conduct staff meetings for proper coordination of programs.
14. Organize, coordinate, and present in-service training, staff development and workshops at the district and campus levels.
15. Perform other duties as assigned by the immediate supervisor and/or Superintendent.

**School / Community Relations:**

16. Collaborate with professional personnel and parents about classroom, instructional, social emotional and behavioral management issues critical to English Language Learners.
17. Provide Spanish-English interpreter services orally and in writing as needed.

**Supervisory Responsibilities:**

18. Supervise professional and paraprofessional personnel as assigned.

**JOB TITLE: Response to intervention Facilitator (RTI)**

**REPORTS TO: Assistant Superintendent for Instruction**

**PRIMARY PURPOSE:**

The “RTI Facilitator” will work with the Assistant Superintendent for Instruction and/or Campus Administrator to develop, implement and support the El Campo Independent School District’s Response to intervention Program.

**ESSENTIAL JOB FUNCTIONS:**

- Carry out needed research and study to gain full working knowledge of RTI and its benefits to academic achievement of students at risk of academic failure
- Develop expertise in facilitating effective meetings, providing results-oriented staff development; promoting collaborative team processes, and coaching teams through conflict
- Collaborate directly with Campus Administration and RTI Teams to plan, organize, and facilitate district RTI activities
- Arrange and facilitate district RTI leadership meetings
- Work with school RTI teams to establish decision-making rules for determining when students need interventions (strategic and targeted)
- Work with school RTI teams and administrators to establish data collection, analysis, evaluation and reporting processes
- Plan and participate in all district RTI training sessions and ultimately provide all district RTI staff development to staff within the district
- Attend all RTI team meetings at participating schools
- Collect and analyze school data for district level reporting
- At the request of the Assistant Superintendent for Instruction or Campus Administrator, communicate orally and in writing with internal and external sources, information about RTI implementation and outcomes, as needed. This may include making reports to the Board of Trustees
- Prompt and regular attendance

## **ESSENTIAL JOB REQUIREMENT – QUALIFICATIONS:**

- A minimum of three years' classroom teaching experience
- Knowledge of effective research-based instructional and behavioral intervention strategies
- Knowledge of research related to Response to Intervention
- Effective and demonstrated skills in:

Leadership

Planning, developing and evaluating program

Communication, both in writing and orally

Interpersonal skills with individuals, teams and groups (student, parent, educator, specialist, administrator and support staff)

Working collaboratively with various groups within the school and in the community

Gaining consensus to groups and among various audiences

Providing curriculum and instructional strategy consultation

Presenting to small and large groups for staff development

Time management

Problem-solving and development of solutions

Planning and facilitating meetings

Collection, analysis and use of data for decision-making

**Recognition**

- A. Dianne Cerny –CTSBO Certification
- B. International Conference Participants

**Summary**

**Dianne Cerny.** Dianne has completed her course requirements and earned the designation of Certified Texas School Business Official. The certification is earned through a combination of specified coursework, school business experience, and training in the area of specialization. Once the certification is awarded, individuals are required to complete 60 hours of continuing education every three years in order to maintain their certification.

**International Conference Participants.** We recently had ten El Campo ISD employees invited to St. Louis, Missouri to make a presentation at the 7<sup>th</sup> International Conference on Positive Behavior Support. Their participation grew out of the district's work with Dr. Brenda Scheuermann from Texas State University. Dr. Scheuermann consulted with the district during our work with Dr. Bryan Cole and the development of our process for Response to Intervention.

**ECISD Board Policy**

None.

**Effective Date**

April 20, 2010

**Previous Board Action**

The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.

**Future Action Expected**

The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.

**Background Information and Significant Issues**

Positive Behavior Support Conference participants included:

- Lura Faye Motley - Myatt
- Rhea Prasek – Myatt
- Laura Pustejovsky – Hutchins
- Deanna Hermann – Northside
- Laura Motal – Northside
- Robin Crowell – Middle School

- Dawn Korenek – High School
- Tala Allen – High School
- Cheryl Roitsch
- Carolyn Gordon

<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	The Board has the opportunity to recognize student and faculty for their extra effort.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Other Comments and Related Issues</b>	None
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• White Paper on Positive Behavioral Support</li> <li>• Friday's Conference Sessions highlighting the session our faculty presented</li> </ul>
<b>Contact Person(s)</b>	<p>Mark Pool, Superintendent of School</p> <p>Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction</p>
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	<p>Information item only.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

A new approach to school management and discipline is taking hold in America. In Texas and across the nation, schools are adopting a highly effective approach to preventing school discipline problems, and for responding effectively when problems occur. The terms used to describe this new approach to discipline is “schoolwide positive behavioral supports” (PBS), or “response to intervention for behavior” (behavior RtI).

Positive behavioral supports (PBS) refers to a broad range of both schoolwide and individual strategies for achieving important social and learning outcomes while preventing problem behavior. PBS reflects a changing philosophy about student behavior; PBS views students as learners of both academics as well as social conduct. Educators teach academic skills using clear, systematic instruction. When students make a mistake in academic responding, educators correct the error and have the student practice the correct response. But until recently, educators have expected students to always know how to behave, especially older students. Students have been expected to know and follow the complex rules of school. When students made a mistake in following rules, educators typically viewed those behavioral mistakes as willful, intentional misbehavior that should be punished; the more mistakes they make, the more they are punished, even when it is evident that the punishment is not working. This, of course, is a very different philosophy than our approach to academic instruction.

Students are perhaps the only population that we expect to know the rules (even when those rules are not explicitly stated) and follow the rules (even when those rules are inconsistently enforced) with little instruction or support. Even adults need help knowing how to behave in certain situations. New employees are given training before being expected to perform their job independently. New drivers are taught how to drive; even older, more experienced drivers rely on the myriad of supports (signs, road markings, use of warning lights and colors) to remember the complicated rules of the road. Sports enthusiasts often work with coaches to help ensure correct performance of complicated skills. Our society is filled with examples of supports to encourage appropriate behavior in adults. Yet, traditionally, schools have provided little in the way of supports to encourage appropriate behavior in students.

PBS is based on the philosophy and research that individuals perform best when they are taught what to do, when correct behavior is acknowledged, and behavioral mistakes are corrected or given effective consequences. This is not to say that PBS does not use punishment for behavioral infractions. Rather, punishment is used in a more planful, data-driven manner, and is accompanied by a large array of preventive strategies. Following are the essential characteristics

of positive behavioral supports:

**1. Reliance on research-based practices.** PBS incorporates strategies that have documented evidence of effectiveness, carefully examined through rigorous, high-quality research. PBS strategies have been shown to be effective with students of all ages and abilities, in urban and rural schools. Research shows PBS to be a more efficient and effective approach to challenging behavior in schools than traditional, “get-tough” approaches. This reliance on proven practices is consistent with the requirement of No Child Left Behind Act that schools rely on evidence-based practices.

**2. Emphasis on prevention.** Medicine, transportation, public health, law, economics, and other areas of our society all emphasize prevention of problems. Prevention is more efficient than responding to problems after they occur. In school-based PBS systems, schools take multiple steps to prevent discipline problems from occurring. These steps include: setting consistent rules for all areas of the school (hallways, classrooms, cafeteria, bus loading areas, etc.), actively teaching students those rules, providing many reminders about rules, and acknowledging rule-following behavior. However, when rule infractions occur, consequences are applied.

**3. Reliance on data-driven decision making.** Schools are well acquainted with accountability for students’ academic performance. PBS also relies on data: various data are frequently examined to identify emerging problems, and to evaluate the effectiveness of the schoolwide PBS systems. Based on those data, adjustments are made to the PBS system to address those problems. Thus, minor problems are caught early rather than waiting until they become major problems.

The effectiveness of PBS is well documented. Schools using PBS across the country and throughout Texas report significant reductions in office discipline referrals, on-campus disciplinary actions (e.g., detentions, in-school suspension), off-campus disciplinary actions (e.g., expulsions, placement in alternative schools), and referrals to special education for behavioral reasons. Furthermore, PBS schools report major improvements in academic performance (including improved TAKS scores); attendance; school climate; and parent, teacher, and student satisfaction.

# Friday's Conference Sessions

**H14 Invited Presentation Mills Studio 6**  
**Fostering a Social Child: the Transactional Benefits of Parent-Delivered Pivotal Response Treatment**

*Ty Vernon, Yale Child Study Center, New Haven, CT*  
This empirical study provides an overview of Pivotal Response Treatment and describes its application to increasing the social engagement and behavior of young children with autism. The transactional effects on parent engagement are also explored.

**◆H15 Sterling Studio 6**  
Strands: Autism Spectrum Disorder and Aspergers Syndrome; Classroom  
Type: Strategies/Tools

**Keys to Learning: Using PBS to Teach Students With Autism to Participate**

*Anne Katona-Linn and Tina Lawson, Pennsylvania Training and Technical Assistance Network, Harrisburg, PA*  
Key principles of Positive Behavior Support and Instruction will be illustrated to shift the focus from training students with Autism from "being compliant" to developing the learner's participation skills in a variety of instructional conditions.

**H16 Mills Studio 1**  
Strands: School-wide Systems; Training  
Type: Strategies/Tools

**Implementation of PBIS in Three French Language School Boards, Eastern Ontario, Canada**

*Carl Bouchard and Normand St-Georges, Université du Québec en Outaouais (UQO), Gatineau, Québec, Canada*  
We will share the implementation process of PBIS as well as the support systems created to ensure sustainability within the three school systems. Supervisory system established to coordinate implementation and training efforts will be described.

**H17 Mills Studio 8**  
Strands: Positive Behavior Supports for Adults; Mental Health  
Type: Research

**Positive Behavior Support for Individuals With Traumatic Brain Injury**

*Carol Schall and Molly Dellinger-Wray, Virginia Commonwealth University, Richmond, VA*  
In this session, we will review the challenges encountered and outcomes observed when implementing the tertiary model of PBS for individuals with Traumatic Brain Injury. We will present our preliminary research findings regarding this topic.

**H18 Mills Studio 7**  
Strands: Individual Student; School-wide Systems  
Type: Strategies/Tools

**Universal and Targeted Level Supports Within a Combined Academic/Behavioral Response-to-Intervention Model**

*Brenda Scheuermann, Texas State University, San Marcos, TX; Cheryl Roitsch, Rhea Prasek, Deanna Herrmann, Laura Motal, Laura Pustejovsky, Tala Allen, Robin Crowell, Jennifer Bullard, Dawn Korenek, Lura Faye Motley and Carolyn Gordon, El Campo I.S.D., El Campo, TX*

This session describes a rural district's combined academic/behavioral response-to-intervention initiative implementing Universal and Targeted level supports. The session describes processes and interventions, project data, and use of Behavior Managers for assisting with Targeted level supports.

**PANEL**  
**1:00 PM – 3:15 PM**

**I15 Panel Sterling Studio 6**  
**Scaling-up PBS Implementation: Different Journeys to the Same Destination**

*Don Kincaid and Heather Pesbak George, University of South Florida, Tampa, FL; Lucille Eber, Illinois PBS Network, Chicago, IL; Susan Barrett, Sheppard-Pratt Health System, Baltimore, MD*  
PBIS collaborators will discuss the essential features, processes and practices necessary to scale-up PBS with fidelity in districts and states. Examples across multiple states will be shared.

**SESSION I**  
**2:00 PM – 3:15 PM**

**I2 Regency Ballroom A**  
Strands: Multi-cultural; School-wide Systems  
Type: Strategies/Tools

**Culturally Competent School Wide Positive Behavior Support: From Theory to Evaluation Data**

*Tary Tobin and Claudia Vincent, University of Oregon, Eugene, OR*  
A theoretical framework for culturally competent school wide positive behavior support (PBS) is explained and illustrated. Data from process and outcome evaluations of PBS implementations in culturally diverse schools in the US will be presented.

**I3 Regency Ballroom B**  
Strand: Classroom  
Type: Strategies/Tools

**Keeping Them on the Edge of Their Seats: Moving Beyond Classroom Management**

*Karen Childs and Stephanie Martinez, University of South Florida, Tampa, FL*  
Explicit teaching and reinforcement of rules and procedures can reduce the likelihood of problem behaviors. Participants will discover strategies for boosting student engagement in classroom activities building on the link between behavior and curriculum/instruction.

**I4 Regency Ballroom E**  
Strand: Ethics, Policy and Best Practice in PBS  
Type: Conceptual

**Articulating Positive Behavior Supports as Accommodations for Large-Scale Assessment**

*Candace Baker, Texas A&M International University, Laredo, TX*  
This presentation will discuss the need for positive behavior support strategies as allowable accommodations for large-scale assessment. The presenters will discuss the analogous relationship between PBS strategies and accommodations.

**I5 Regency Ballroom F**  
Strands: School-wide Systems; Ethics, Policy and Best Practice in PBS  
Type: Conceptual

**Scaling-up Through Challenging Economic Times: Lessons Learned from Colorado Positive Behavior Support**

*Erin Sullivan and Cyndi Boezio, Colorado Department of Education, Denver, CO; Randall De Pry, University of Colorado, Colorado Springs, Colorado Springs, CO*  
This presentation reports data representing the implementation efforts of Colorado Positive Behavior Support over the past seven years along with action items for increasing the state's capacity to strategically grow and sustain in the future.

**Agenda Item Summary Sheet (4.A.1)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Minutes of Previous Meetings 1. March 23, 2010 – Regular Meeting
<b>Summary</b>	According to policy BE (LOCAL), BOARD MEETINGS, MINUTES, board action shall be carefully recorded by the secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.
<b>ECISD Board Policy</b>	BE (LOCAL), BOARD MEETINGS
<b>Effective Date</b>	April 20, 2010.
<b>Previous Board Action</b>	The Board approves minutes at each regular monthly meeting.
<b>Future Action Expected</b>	The Board approves minutes at each regular monthly meeting.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	An accurate record of all discussions and actions by the Board of Trustees is maintained.
<b>Procedural and Reporting Implications</b>	After approval minutes are filed with the official records of the District.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None

**Attachments**

Minutes of regular and special meetings held on the following dates:

1. Regular Meeting – March 23, 2010

**Contact Person(s)**

Dianne Cerny, Executive Secretary

**Action Required**

Motion, second and majority vote to approve the minutes.

**Superintendent's  
Recommendation**

I recommend you approve the minutes of previous meetings as part of the consent agenda.

**Mark Pool, Superintendent of Schools**

**MINUTES OF THE BOARD OF TRUSTEES  
EL CAMPO INDEPENDENT SCHOOL DISTRICT  
March 23, 2010**

The Board of Trustees of the El Campo Independent School District met in a regular session March 23, 2010 at 7:00 p.m. in the Board Room, 700 West Norris, El Campo, Texas.

**MEMBERS PRESENT:** Tommy Turner, Ralph Novosad, J. J. Croix, Melissa Erwin, Cecil Davis, and David Hodges.

**MEMBERS ABSENT:** James Russell

**OTHERS PRESENT:** Mark Pool, Carolyn Gordon, David Bright, Liz Graves, Gwen Johnson, Inez Moller, Delores Janik, Jo Anne A. Gonzalez, Dan Hammock, Pat Buss, Carol Turner, Gloria Bubela, Diann Srubar, Cheryl Roitsch.

Tommy Turner called the meeting to order. David Hodges gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

**PUBLIC COMMENT:** There was no public comment.

**RECOGNITION:** There was no recognition.

**CONSENT AGENDA:** A motion was made by Cecil Davis and seconded by Melissa Erwin to approve the Consent Agenda with corrections:

A. Governance

1. Consider Approval of the Minutes
  - a. February 23, 2010 - Regular Monthly Meeting
2. Consider Approval of TASB Localized Policy Update 87
3. Review Proposed Changes to the Following Policies due to Change to Nine-Week Grading Period
  - a. EIT (LOCAL), ACADEMIC ACHIEVEMENT: GRADING/PROGRESS REPORTS TO PARENTS
  - b. EIC (LOCAL), ACADEMIC ACHIEVEMENT: CLASS RANKING

B. Business and Support Services

1. Report on Myatt Construction Project
2. Consider Approval of Application for Payment to Polasek Construction for Myatt

Elementary

Restroom Addition

3. Review Invoice from RWS Architects
4. Review of Monthly Financial Reports
5. Review List of Checks Written for the Month of February, 2010
6. Review of quarterly Investment Report

C. Personnel

1. Review of Administrators' Annual Compensation Plan Market Study

D. Curriculum and Instruction

1. Consider Approval of Local Textbook Committee's Recommendations
2. Consider Approval of Annual Special Education Program Evaluation
3. Review of Instructional Technology Program Improvement Plan

E. Students

Motion carried by a vote of 6 – 0 – 1 with Trustee James Russell being absent.

***BUSINESS AND OPERATIONS***

***CURRICULUM AND INSTRUCTION***

**SECOND SEMESTER REPORT AND DISCUSSION WITH ELEMENTARY CURRICULUM**

**FACILITATORS:** Elementary Curriculum Facilitators, Delores Janik, Gwen Johnson and Carol Turner reported and discussed the elementary curriculum.

***GOVERNANCE***

**EXECUTIVE SESSION:** The president of the Board called for an Executive Session as authorized by Section Texas Government Pursuant to Section § 551.071 PERSONNEL MATTERS, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; to discuss the employment of the Professional administrative personnel. The Board entered executive session at 8:12 p.m. and reconvened in open session at 8:45 p.m. to take the following action:

***PERSONNEL***

**CONSIDER ACTION ON RECOMMENDATIONS ON CONTRACTS FOR NON-ADMINISTRATOR**

**PROFESSIONAL PERSONNEL:** A motion was made by Melissa Erwin and seconded by David Hodges to approve the Superintendent's recommendations on contracts for Non-Administrator Professional Personnel. Motion carried by a vote of 6 – 0 – 1 with Trustee James Russell being absent.

**CONSIDER ACTION ON RECOMMENDATION FOR PROBATIONARY CONTRACT FOR PERSONNEL**

**TO FILL VACANCIES:** A motion was made by Melissa Erwin and seconded by J. J. Croix to approve the Superintendent's recommendations Probationary Contract for Sylvia Hall to fill a vacancy at the high school. Motion carried by a vote of 6 – 0 – 1 with Trustee James Russell being absent.

***SUPERINTENDENT'S REPORT***

Reports were reviewed for the following items:

- A. Governance
  - 1. Preliminary Agenda for Regular Meeting on April 20, 2010
  - 2. Monthly Calendar of Activities and Events
- B. Business and Support Services
  - 1. Foundation School Program State Funding at the End of the First Semester
- C. Personnel
- D. Curriculum and Instruction
- E. Students
  - 1. Report on Enrollment and Attendance at the End of First Semester
  - 2. Report on District Compliance and Analysis of Student Transfers at the End of First Semester
  - 3. Monthly DAEP Report
  - 4. Monthly SRO Report
- F. Community and Governmental Relations
  - 1. Legislative Update

There being no further discussion, the meeting adjourned at 8:59 p.m.

DRAFT

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PRESIDENT

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SECRETARY

**Consent Agenda  
Business and Support  
Services**

Report on Construction Projects

**Summary**

**Myatt Elementary School Restroom Addition.** Our last monthly construction meeting was held on April 05, 2010.

Following the meeting we did a walk through with architect and contractor to finalize the punch list of items that needed to be completed or corrected. The project was determined to be substantially complete and the District assumed ownership of the building addition at 5:00 p.m. that afternoon.

Our maintenance department waxed the floors and prepared the addition for occupancy on Tuesday, April 6<sup>th</sup>; and the restrooms were utilized by students and teachers for the first time on Thursday, April 8<sup>th</sup>.

All punch list items should be completed by the next meeting and we will schedule a formal walk through for the Board. At the meeting I anticipate recommending that the Board formally accept the project and authorize final payment.

**ECISD Board Policy**

None.

**Effective Date**

March 9, 2010

**Previous Board Action**

During the construction phase of this project we will designate a section of the consent agenda each month to review and/or discuss construction issues.

**Future Action Expected**

During the construction phase of this project we will designate a section of the consent agenda each month to review and/or discuss construction issues.

**Background Information and  
Significant Issues**

Change Proposal Requests No. 1 for the sidewalk, and Change Proposal Request No. 2 for the temporary wood frame canopy have been approved and a formal Change Order has been signed. The cost of the sidewalk was \$4,606.50; and the cost of the temporary wood frame canopy was \$5,252.47 less a \$2,000.00 owner contingency. This increases the contract amount by a net of \$7,858.97; i.e., \$4,606.50 + \$5,252.47 - \$2,000.00

There is one Change Proposal Request which will be a credit issued back to the district for deletion of two exterior light fixtures.

I have asked that one change be made in the tile in the girls' restroom that will use a portion of this credit. RWS will be sharing the cost of this change proposal with the district. Specifically, the interior designer for RWS was instructed to use the same ceramic tile accent pattern that

was used in the existing restrooms. In the existing restrooms the doors to the restrooms are some distance apart. In the addition, with the doors in close proximity to each other, the accent pattern did not look good.

**Fiscal Impact**

The Guaranteed Maximum Price for this project is \$308,768, which includes the following allowances:

- Owner Contingency Allowance .....\$2,000.00  
(Contingency Used for Change Proposal No. 2)
- Landscape Allowance .....\$2,000.00
- Ceramic Tile in Corridor (Lavatories/Drinking).....\$1,560.00
- Conduit and Wiring.....\$4,200.00
- TOTAL** **\$9,760.00**

The Board also approved the following Alternates:

- Alternate No. 1 – Aluminum Canopy at Entrance Doors .....\$5,775.00
- Alternate No. 2 – Hollow Metal Windows for Future Add .....\$6,320.00

The following Change Order has been approved:

- Change Order No. 1 .....\$7,858.97

**Student and Public Benefit**

The Board and the general public are appropriately informed about the progress on the capital improvement projects.

**Procedural and Reporting Implications**

None.

**Public Comments**

None.

**Alternatives**

None.

**Other Comments and Related Issues**

None.

**Attachments**

None.

**Contact Person(s)**

Mark Pool, Superintendent of School

**Action Required**

No action required.

**Superintendent's Recommendation**

Information only.  
**Mark Pool, Superintendent of Schools**

**Agenda Item Summary Sheet (4.B.2)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Business and Support Services</b>	Approval of Application and Certification for Payment from Polasek Construction, Inc.
<b>Summary</b>	We have received Application for Payment No. 4 in the amount of \$77,500.05. The application has been reviewed and payment recommended by RWS Architects.
<b>ECISD Board Policy</b>	CH (LOCAL), PURCHASING AND ACQUISITION, PURCHASING AUTHORITY CV (LOCAL), FACILITIES CONSTRUCTION
<b>Effective Date</b>	April 20, 2010
<b>Previous Board Action</b>	<p>The Board authorized the Superintendent to negotiate a contract with Polasek Construction, Inc. as the Construction Manager At-Risk for the Hutchins Elementary School Office Renovations and Myatt Elementary School Restroom Addition on April 28, 2009. Contract negotiations between ECISD and Polasek Construction began, and after review and approval by the district's legal counsel the superintendent signed the contract on May 29, 2009.</p> <p>Amendment No. 2 to this contract authorizing the work at Myatt Elementary School was signed on September 21, 2009.</p> <p>Applications for Payments are in accordance with Article 5.1 of this contract between the owner and the general contractor.</p>
<b>Future Action Expected</b>	As a part of the Consent Agenda the Board will periodically consider approval of certifications and applications for payment until this project is completed.
<b>Background Information and Significant Issues</b>	None.

**Fiscal Impact**

**Payment Recap for Myatt Elementary School Restroom Addition**

Date Approved	Application for Payment No.	Total Completed and Stored	Retainage at 5.0%	Total Earned Less Retainage	Current Payment	Total Paid To Date	Balance to Finish
		<b>Original Contract</b>					<b>\$323,129.00</b>
01/27/10	1	\$37,840.00	\$1,892.00	\$35,948.00	\$35,948.00	\$0.00	\$287,181.00
02/23/10	2	\$150,635.00	\$7,531.75	\$143,103.25	\$107,155.25	\$35,948.00	\$180,025.75
03/23/10	3	\$220,272.00	\$11,013.60	\$209,258.40	\$66,155.15	\$143,103.25	\$113,870.60
04/20/10	4	\$301,851.00	\$15,092.55	\$286,758.45	\$77,500.05	\$209,258.40	\$36,370.55

**Student and Public Benefit**

Monthly approval of the Applications for Payment from the contractor insures accounting transparency for the public on this project.

**Procedural and Reporting Implications**

Following approval by the Board a check for the current payment due will be issued to Polasek Construction, Inc.

**Public Comments**

None.

**Alternatives**

None.

**Other Comments and Related Issues**

The amounts shown on this Application for Payment do not include any increase in the contract amount resulting from Change Order No.1.

**Attachments**

- Copy of Certification and Application for Payment No. 4

**Contact Person(s)**

David Bright, Assistance Superintendent of Finance and Operations

**Action Required**

Motion, second and majority vote to approve and authorize payment of Application and Certification for Payment No. 4 to Polasek Construction, Inc. for the Myatt Elementary School Restroom Addition.

**Superintendent's Recommendation**

I recommend that you approve and authorize payment of Application and Certification for Payment No. 4 to Polasek Construction, Inc. for the Myatt Elementary School Restroom Addition as a part of the Consent Agenda.

**Mark Pool, Superintendent of Schools**

# RWS ARCHITECTS

March 31, 2010

El Campo Independent School District  
Attn: Mr. Mark Pool, Superintendent  
700 West Norris Street  
El Campo, Texas 77437

Re: Myatt Elementary School Restroom Addition  
El Campo Independent School District  
RWS Project No. 0772  
Contractor's Application and  
Certificate for Payment No. 4

Gentlemen:

Transmitted herewith are your copies of the current Contractor's Application for Payment on the subject project:

<u>Application No.</u>	<u>Period</u>	<u>Amount to be Paid</u>
4	03/25/10	\$77,500.05

We recommend payment of the amount shown and suggest you send payment directly to the contractor at the following address: Polasek Construction, Inc., P.O. Box 64, El Campo, Texas 77437.

If there are any questions, please call.

Sincerely,



Malcolm C. Gaus, AIA  
Vice President

Enclosures

cc: Contractor  
File 5.1

MCG/dd

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF

4 PAGES

TO OWNER: EL CAMPO ISD  
700 WEST NORRIS  
EL CAMPO, TEXAS

PROJECT: Myatt Elementary  
Restroom Addition

FROM CONTRACTOR: POLASEK CONSTRUCTION INC.  
P.O. BX 64  
EL CAMPO, TEXAS 77437

VIA ARCHITECT: RWS ARCHITECTS INC.  
3100 TIMMONS  
HOUSTON, TEXAS 77041

CONTRACT FOR: GENERAL CONSTRUCTION

APPLICATION NO: #4

PERIOD TO: 3/25/10

PROJECT NOS: #0772

CONTRACT DATE: 4/27/2009

Distribution to:

OWNER

ARCHITECT

CONTRACTOR

**CONTRACTOR'S APPLICATION FOR PAYMENT**

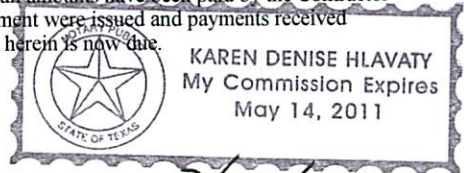
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM .....	\$	323129.00
2. Net change by Change Orders .....	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) .....	\$	323129.00
4. TOTAL COMPLETED & STORED TO DATE .....	\$	301851.00 ✓
(Column G on G703)		
5. RETAINAGE:		
a. 5 % of Completed Work .....	\$	14784.45
(Column D + E on G703)		
b. 5 % of Stored Material .....	\$	308.10
(Column F on G703)		
Total Retainage (Lines 5a + 5b or		
Total in Column I of G703) .....		
	\$	15092.55 ✓
6. TOTAL EARNED LESS RETAINAGE .....	\$	286758.45 ✓
(Line 4 Less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR		
PAYMENT (Line 6 from prior Certificate) .....	\$	209258.40 ✓
8. CURRENT PAYMENT DUE .....	\$	77500.05 ✓
9. BALANCE TO FINISH, INCLUDING RETAINAGE .....	\$	36370.55 ✓
(Line 3 less Line 6)		

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTS
Total changes approved in previous months by Owner	\$0.00	
Total approved this Month	\$0.00	
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: POLASEK CONSTRUCTION INC.



By: [Signature] Date: 3/29/10

State of: Texas County of: Wharton  
 Subscribed and sworn to before me this 24th day of March, 2010  
 Notary Public: Denise Hlavaty  
 My Commission expires: 5-14-2011

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 77,500.05

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Malcolm C. Gaus Date: April 1, 2010

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

*Reviewed Mark Post 04/14/2010*

**Agenda Item Summary Sheet (4 B.3)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Consent Agenda**

**Renewal of Student Insurance**

**Summary**

According to policy FFD (LEGAL) the Board may purchase insurance against bodily injury sustained by students while training for or engaging in interscholastic athletic competition or while engaging in school-sponsored activities on a school campus. Such insurance shall be purchased from a reliable insurance company authorized to do business in Texas. The amount shall be in keeping with the financial condition of the District and shall not exceed the amount that the Board considers reasonable and necessary to afford adequate medical treatment of students so injured.

In the summer of 2004 we accepted bids for student insurance and awarded a contract to Texas Monarch Management Corporation—the number one provider of student accident insurance in Texas. The contract negotiated for the 2004-2005 school year allowed annual renewals and we renewed with them until 2008.

In 2008 our student insurance consultant and his partner left Texas Monarch to form a new group in Texas known as Texas Kids First. Based on David Bright's recommendation we changed and contracted with Texas Kids First to provide our student insurance. We signed a multi-year contract which provided that premium increases would not exceed 10% from the previous year's premium.

**ECISD Board Policy**

FFD (LEGAL), STUDENT WELFARE: STUDENT INSURANCE

**Effective Date**

April 20, 2010

**Previous Board Action**

On June 21, 2004 the Board of Trustees approved Texas Monarch Management Corporation as the provider for our student accident insurance.

Our student accident insurance was renewed with Texas Monarch Management Corporation on June 20, 2005; July 17, 2006; and May 17, 2007.

On April 15, 2008 the Board approved a change in our student insurance provider to Texas Kids First. The Board renewed with Texas Kids First on April 28, 2009.

<b>Future Action Expected</b>	The Board will consider the purchase of student insurance coverage annually.
<b>Background Information and Significant Issues</b>	Last year we experienced an increase of 9.7% from the previous year (2008-2009). There is no proposed increase for this year.
<b>Fiscal Impact</b>	<p>The renewal quote for Student Athletic/Activities Insurance for 2010-2011 is \$36,600.</p> <p>The renewal quote for Catastrophic Insurance is not increasing. That amount is \$1,418.</p>
<b>Student and Public Benefit</b>	Students benefit by having coverage furnished while they are participating in athletics or school-sponsored activities. Parents of other students benefit by being offered low-cost accident insurance for their children.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	Request bids for a new Student Athletic/Activities and Student Catastrophic Insurance provider.
<b>Other Comments and Related Issues</b>	<p>ECISD policy FFD (LEGAL) clearly states that the failure of the Board to purchase student insurance shall not be construed as placing any legal liability upon the District or its officers, agents, or employees, for any injury that may result.</p> <p>FDD (LOCAL) states that the District shall cooperate in a program to offer low-cost accident insurance for students. Students or parents shall pay the premium for the coverage, if they choose to participate. By declining the insurance offer or failing to respond to it, the parents/guardians are accepting full responsibility for costs associated with a student's injury or injuries.</p> <p>The District is not responsible for costs of treating injuries and cannot assume liability for any other costs associated with an injury.</p> <p>The company we are recommending offers this voluntary program described in FDD (LOCAL).</p>
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Memorandum from David Bright recommending Texas Kids First as our provider for student athletic / activities and student catastrophic insurance.</li> </ul>
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent of Finance and Operations

**Action Required**

Motion, second and majority vote to approve Texas Kids First as the provider for the district's student athletic / activities and student catastrophic insurance.

**Superintendent's Recommendation**

I recommend you approve Texas Kids First as the provider for the district's student athletic / activities and student catastrophic insurance as part of the consent agenda.

**Mark Pool, Superintendent of Schools**

DATE: April 1, 2010  
 TO: Mark Pool  
 FROM: David Bright  
 SUBJECT: **Renewal for Student Athletic/Activities and Student Catastrophic Insurance**

Attached is a quote for Student Insurance for the 2010-11 school year. Our current provider is Texas Kids First. Two years ago, we signed a multi-year agreement with Texas Kids First which provided that premium increases would not exceed 10% from the previous year's premium.

Unfortunately, claims in 2008-09 were very high. As a result, the quoted premium for 2009-10 was \$36,600 which was a 9.7% increase from the prior year. This year we experienced a much better year with less claims. The quoted premium for 2010-11 is the same as last year \$36,600. Catastrophic coverage did not change from last year. It will remain at \$1,418.

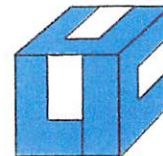
I recommend we continue our contract with Texas Kids First.

<u>Year</u>	<u>Student Athletic/Activities</u>		<u>Catastrophic</u>
	<u>Annual Premium</u>	<u>Claims</u>	<u>Annual Premium</u>
2010-11 Proposed	\$36,600		\$1,418
2009-10	\$36,600	\$20,966*	\$1,418
2008-09	\$33,365	\$32,868	\$1,418
2007-08	\$31,767	\$13,385	\$2,175
2006-07	\$31,767	\$27,694	\$2,056

\*as of 3/15/10

cc: Bob Gillis

**2010-2011**  
**Application for K-12 Blanket**  
**Athletics and Activities**  
**Accident Insurance**



**UNIFIED LIFE INSURANCE COMPANY**

**GENERAL INFORMATION**

School/District El Campo Independent School District

Address 700 West Norris

City El Campo State Texas Zip 77437 County Wharton

Telephone: (979) 543 - 6771 Fax: (979) 543 - 1670

Policy Effective Date: August 1, 2010 1<sup>st</sup> Day of Football Practice: \_\_\_\_\_

**ENROLLMENT DATA**

Student Enrollment: Grades K -8 2407 Grades 9-12 1004

Number of High Schools in District: 1

Texas Kids First Plan Selection <i>One plan selection per application only. If additional plans are desired please submit with a new application.</i>	Plan Design			Interscholastic Football Rider	Premium
	Lone Star Custom	Lone Star Advantage	Lone Star		
<input type="checkbox"/> All School Activities and Athletics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Circle One Yes No	\$ _____
<input checked="" type="checkbox"/> All Interscholastic Athletics and Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<u>\$36,600.00</u>
<input type="checkbox"/> All Interscholastic Athletics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes No	\$ _____
<input type="checkbox"/> All School Activities Excluding Athletics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A	\$ _____

**AUTHORIZED SIGNATURES**

School Official Name (print): David Bright

School Official Title (print): Assist. Supt for Finance and Operations

School Official Signature: David Bright Date: 4/1/10

Agent Name (print): Rommie Maxey

Agent Signature: Rommie Maxey Date: 4/1/10

**Return to:**

**Rommie Maxey**  
**5030 Heatherglen**  
**Houston, TX 77096**  
**Phone: 713-728-2437 Fax: 713-728-2437**

**For Office Use Only:**

2010-11 APPLICATION FOR CATASTROPHIC COVERAGE

Underwritten By: National Union Fire Insurance Company

Name of Participating School or School District El Campo

Address 700 West Norris City El Campo State Tx Zip 77437

Number of Sr. High Schools 1 Number of Jr. High Schools 1

Estimated Number of Students: Grades K-8 2407 Grades 9-12 1004

Eligible Classes Senior High: Yes No Junior High: Yes No

Class I: All enrolled Students of the School or School District, including all sports and activities (includes student coaches, student trainers, and student managers.) Football: Yes No

Class II: All enrolled Students of the School or School district, while participating in interscholastic sports, including interscholastic football and cheerleaders and participants of non-sport extracurricular school activities, student coaches, student trainers, and student managers. Coverage also includes supervised travel to and from such games and practice sessions. Football: Yes No

Class III: All enrolled Students of the School or School District, while participating in gym classes, and extracurricular school activities, including intramural and interscholastic sports including football, band members, cheerleaders, majorettes, student coaches, student trainers and student managers. Coverage includes supervised travel to and from such games and practice sessions. Football: Yes No

Benefits:

X Accident Medical Expense Benefit Amount—Excess Coverage.....\$6,000,000

X Maximum Benefit Period (10 Years).....Deductible \$25,000, Two Year Deductible Incurral Period

X Accidental Death & Dismemberment (\$10,000 Death, \$20,000 Dismemberment)

Catastrophic Cash Benefit: (Please check one). Maximum Benefit Amount Lump Sum Payment After 6 Months Benefit Amount Maximum Benefit Period

Premium: \$ 1418.00 Effective Date: 8/1/10 Expiration Date: 7/31/11

Minimum Premium: \$ 500.00

We hereby apply to National Union Fire Insurance Company for a Student Accident Catastrophic Policy. We understand that coverage will be in force if this application is accepted by the Company and the required premium is received by the Company when due. Company must receive and approve application prior to effective date of coverage.

Signed David Bright Assist. Supt. for Finance & Op. Date 4/1/10 (Signature of Authorized Official & Title)

Printed Name & Title David Bright, Assistant Supt. for Finance & Operations

Phone Number (979) 543-6771

Return To:

Rommie Maxey 5030 Heatherglen Houston, TX 7709649 Phone: 713-728-2437 Fax: 713-728-2437



# 2010-2011 MULTI-YEAR AGREEMENT

*El Campo*

The \_\_\_\_\_ Independent School District will have the option to automatically renew its Student Accident and Athletic Injury contract of insurance for up to three (3) additional years following the 2010-2011 school year.

Texas Kids First and the underwriting company will strive to keep the premium of the base plan (blanket plan) at the same level or at a level not to exceed ten percent (10%) of the previous year's premium.

Please check additional contract year(s) selected:

- 2011-2012      Contract of insurance will automatically renew provided the 2010-2011 rate does not increase more than 10%.
- 2012-2013      Contract of insurance will automatically renew provided the 2011-2012 rate does not increase more than 10%.
- 2013-2014      Contract of insurance will automatically renew provided the 2012-2013 rate does not increase more than 10%.

\_\_\_\_\_  
(Date)

El Campo Independent School District  
(Name of School District)

<u>700 West Norris</u>	<u>El Campo</u>	<u>Texas</u>	<u>77437</u>
(Address)	(City)	(State)	(Zip)

<u>(979) 543 - 6771</u>	<u>(979) 543 - 1670</u>	<u>dbright@ecisd.org</u>
(Phone)	(Fax)	(E-mail address)

<u>David Bright, Assistant Supt. for Finance &amp; Op.</u>	<u><i>David Bright</i></u>
(School Official's Name and Title)	(School Official's Signature)

*Ronnie Maxey*  
(Agent's Signature)

Reference: "A multi-year contract must contain a clause retaining to the board the continuing right to terminate at the expiration of each budget period of the school district during the term of the contract [Or, the school board may condition the contract on] a best efforts attempt by the school board to obtain and appropriate funds for the payment of the contract."

From a formal opinion from the office of the Attorney General, DM-418, Sept, 23, 1996

# TEXAS KIDS FIRST

*Providing low cost accident and affordable health insurance for the student in your family*



The Texas Kids First Program consists of well respected and experienced student accident and insurance industry professionals. The Program currently insures more than 350 school districts in the State of Texas.

The agents for Texas Kids First have been marketing Student Accident Insurance to Texas School Districts since 1981. Our agents represent the preeminent and largest group of student accident insurance agents in Texas, having written the most premium in the State of Texas for a number of years.

This unique team is comprised of top professionals with backgrounds in Business, Finance, School Administration, and Coaching. They have called on all school districts in the State for a number of years.

## **Texas Kids First Statistics:**

- ✧ Insures more than 350 school districts in the State of Texas
- ✧ Serving Texas since 1981
- ✧ The first "no balance bill" nonprofit Medical Provider network in the state
- ✧ Unique team of professionals across the state dedicated to serving you

The mission of Texas Kids First is to provide the finest, most affordable insurance coverage available to all school-age children. For parents and school districts, we offer accident only plans to insure students for injuries that occur while participating in school-sponsored activities and athletics. We offer a health insurance plan that is designed to benefit families. It is available to any child age 4 to 18 who attends one of our enrolled school districts.

Texas Kids First has unique access to one of the most creative innovations in the insurance industry – the Texas Kids First Provider Network, formerly Texas Athletic Network – the first “no balance bill” non-profit network of providers in the State. The network consists of medical professionals and hospitals that have agreed to treat injured students from our insured districts and accept the scheduled benefit amounts for covered services outlined in the Schedule of Benefits of the Texas Kids First Student Accident Plans when the student patient has no other insurance.

**Texas Kids First plans are endorsed by the Texas State Athletic Trainers Association.**



## Our Underwriting Companies and our Network



Founded in 1935, Universal Fidelity Life Insurance Company has specialized in serving the senior market with Medicare Supplement and Long-Term Care products. Today, we remain committed to that market but we also have partnerships that bring niche based products to employee groups and individuals in all stages of life.



**UNIFIED LIFE INSURANCE COMPANY**

Unified Life Insurance Company is a stock life insurance company, incorporated in Texas in May 2001. The company is currently licensed to do business in 48 states and the District of Columbia and operates primarily as a re-insurer of life, health and annuity risks written by other companies who do not wish to retain such business. Unified Life functions primarily as a re-insurer, primarily of life insurance, but also annuity and accident and health coverage.



Headquartered in Kansas City, Mo., our nation's heartland, FSL embraces Midwestern values as a solid foundation for profitable performance. For more than 30 years, FSL has been a company eager to discover and capitalize on new opportunities. Since receiving a charter from the Missouri Department of Insurance in 1969, FSL has remained flexible and responsive in providing products that match both agent and policyholder needs.



The Texas Kids First Provider Network, formerly Texas Athletic Network, is comprised of dedicated physicians, hospital administrators, trainers, coaches and insurance personnel that serve the needs of student athletes in the state of Texas. Providers within the network have agreed to diagnose and treat injured athletes from our insured school districts, private schools and colleges all across Texas and to accept the scheduled benefit amounts for covered services outlined in the Schedule of Benefits of the Texas Kids First Student Accident Plans when the student patient has no other insurance.

**Agenda Item Summary Sheet (4 B.4)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda  
Business and Operations**

Evaluation of Food Service Program

**Summary**

To continue with our practice of continuous evaluation and improvement of all systems within the District, we have completed a review of our Food Service operations for the year. Danielle Stewart, Director of Food Services, has prepared a presentation for your review. She will be at the meeting to answer any questions or address any concerns that you may have.

**ECISD Board Policy**

CO (LEGAL), FOOD SERVICE MANAGEMENT

**Effective Date**

April 20, 2010.

**Previous Board Action**

None.

**Future Action Expected**

Next month the Board will be presented with an *Improvement Plan* for the district's Food Service Program.

**Background Information and  
Significant Issues**

According to board policy, effective August 1, 2004, all districts participating in the federal Child Nutrition Programs must comply with the nutrition policies outlined by the Texas Department of Agriculture. *Texas Department of Agriculture, Texas Public School Nutrition Policy.*

[http://www.squaremeals.org/fn/home/page/0,1248,2348\\_0\\_0\\_0,00.html](http://www.squaremeals.org/fn/home/page/0,1248,2348_0_0_0,00.html)

**Fiscal Impact**

None.

**Student and Public Benefit**

Program evaluation and improvement planning will provide an environment of continuous improvement of all programs for all students.

**Procedural and Reporting  
Implications**

None.

**Public Comments**

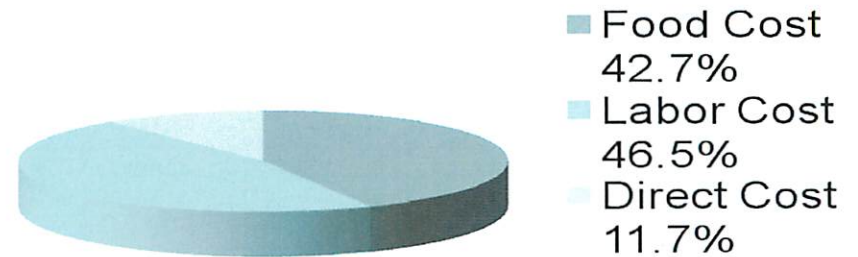
None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	Food Service Annual Review
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent of Finance Danielle Stewart, Director of Food Services
<b>Action Required</b>	No formal action required.
<b>Superintendent's Recommendation</b>	Information only. <b>Mark Pool, Superintendent of Schools</b>

# Food Service Annual Review

2008-2009 Review	Budget	Actual
Total Revenue	\$ 1,384,640.00	\$ 1,390,235.00
Total Expenses	\$ 1,341,697.00	\$ 1,321,314.00
Profit\loss	\$ 42,943.00	\$ 68,921.00

## 2008-2009 Expenses Breakdown



## 2008-2009 Revenue Breakdown



- Lunch Reimbursements 51%
- Breakfast Reimbursements 17%
- Summer Program
- State Reimbursements 0.7%
- Cash Sales Lunch 13.9%
- Cash Sales Breakfast 0.7%
- Student Ala Cart Meal 6.7%

## Improved Accounting and Revenue Growth

At the beginning of the 2009 -2010 school year we began the implementation on PRIMA Inventory and Receiving to streamline Accounts Payable and Inventory Controls. PRIMA allows electric invoicing direct from suppliers which directly imports into inventory system. Upon verification of inventory items a current inventory list is generated for a more accurate weekly inventory count.

In addition to PRIMA, ECISD converted to ARAMARK Supply Chain Management. The benefit of Supply Chain is to strengthen our buying power to help drive cost lower. The effect is maximized National Volume Discounts (NVD). The NVD is a credit that drops straight to the bottom line. So far this year EI Campo ISD has actualized \$32,588.54 in NVD revenue.

Year to Date 2009-2010	Budget	Actual as of 2/28/10
Total Revenue	\$ 1,530,229.00	\$ 1,051,363.17
Total Expenses	\$ 1,514,257.00	\$ 983,069.59
Profit\loss	\$ 15,972.00	\$ 68,303.41

helping students flourish™



	Lunch Participation			Breakfast Participation		
	07-'08 SY	08-'09 SY	09-10 SY	07-'08 SY	08-'09 SY	09-10 SY
Myatt	76%	75%	78%	43%	42%	43%
Hutchens	83%	81%	86%	39%	35%	39%
Northside	81%	80%	87%	29%	34%	36%
Middle School	59%	61%	65%	23%	19%	21%
High School	20%	20%	23%	7%	8%	11%



### Investing in ECISD Students

Our focus to help students flourish begins with a commitment to serve the healthiest and freshest food possible, in addition we strive to be a partner to their education experience. This year we celebrated the 2<sup>nd</sup> annual School Walk for Diabetes at North side. The American Diabetes Association provided an hour long diabetes education. The children are given the opportunity to learn more about how to prevent the epidemic of childhood type II diabetes, then help raise money to find a cure and fund more education.

At the elementary schools we also offer monthly communication through our ACE prizes. Every month highlights a different healthy practice. At secondary we offer FUEL and Treat Yourself Right (TYR) to highlight special healthy recipes.

Over the past year, the menus have been retooled to feature more fresh fruit and whole grain items. Although student favorites are still featured, we have boosted their nutritional value. For example, at high school we offer Pepperoni pizza served on whole grain crust. In addition to the old favorites we will continue to experiment and offer new items to students.



Free and Reduced Percentage Breakdown by Campus		
	08-09 SY	09-10 SY
High School	46%	52%
Middle School	64%	68%
Northside	69%	74%
Hutchins	72%	76%
Myatt	79%	79%
District Total	63%	68%



The chart below shows the reinvestments made this year and recommendations for future projects.

Project	Estimated Cost	Actual Cost	Estimate Date
1 Dishwasher, Hutchins Elementary	\$ 34,000.00	\$ 29,803.00	Complete
2 Dishwasher & 3 compartment sink, High School	\$ 26,800.00	\$ 20,977.00	Complete
3 Refrigeration/Freezer Unit, Northside Elementary	\$ 110,000.00		Summer 10
5 Hutchins Cool * Caf	\$ 7,000.00	\$ 7,000.00	Complete
6 Northside Cool * Caf	\$ 7,000.00	\$ 7,000.00	Complete e
7 Combi Oven Hutchins	\$ 30,000.00		ASAP
8 Tables and Chairs High School Cafeteria	\$ 17,000.00		Summer 10
9 Combi Oven Northside Cafeteria	\$ 30,000.00		Summer 10
10 Replace Floor and Ceiling High School Cafeteria	?		Future
11 Replace pass-through Refrigerator Myatt	\$ 16,000.00		Future
12 Refresh Myatt Cafeteria	\$ 4,500.00		Summer 10
<b>Total</b>	<b>\$ 282,300.00</b>	<b>\$ 64,780.00</b>	

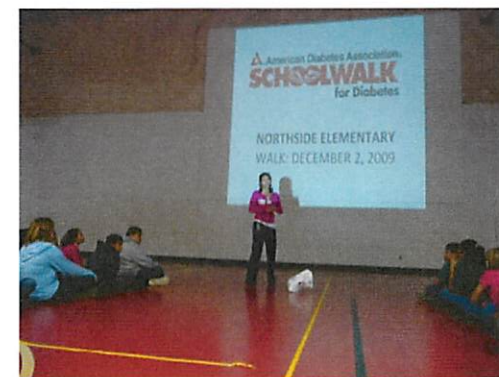




## Cool \* Caf

### Cool \* Café

We have seen great results with our two new Cool \* Caf locations. Hutchins elementary is increased participation rates by 5% over last year. The focus that has driven this increase is fresh tasteful food, friendly cafeteria staff and the kid friendly design. The fresh fruit and veggie bar has been a hit with students giving them more options for healthy choices. At Northside we added the Fast Forward 2 Lunch line, o the sacks feature a specialty salad or sandwich every day served along with fresh fruit and chips or graham cookies. which has been popular with students who traditionally bring their lunch. In addition to cutting down the students waiting time the kids also have a cool new option. Judging by the 7% increase in participation students at Northside are enjoying the Cool \* Caf concept.



# Celebrating Our Staff

This year the food service team kicked off the year with the attitude that we make a difference every day. Our daily focus is to provide the safest, healthiest quality meals to the students of El Campo ISD. As always training centered on food safety and the HACCP program, proper service, civil rights and work place safety.

## Shining Star Awards:

Last year all three campuses were 100% compliant for the Shining Star Safety Award. By going the full year with out a work time loosed accident, each employee will receive a \$50 visa gift certificate.

In addition, food service workers who have perfect attendance for the entire year receive a \$100 gift card. Currently we have five employees who are on track for the \$100 bonus.

## Focus on Safety:

To continue a commitment to our employees, in December, we implemented the Safe Step program. The program developed by ARAMARK focus on Slips, Trips and Falls. In addition to providing monthly 15 min meetings focusing on specific safety topics there is also a built in on the spot awards system.

**Agenda Item Summary Sheet (4 B.5)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Monthly Financial Reports for Month of February

**Summary**

Although there is no statutory or policy requirement for the Board to do so, reviewing the Monthly Financial Report is a good practice for the Board to follow in overseeing the management of the District.

The report provides the Board with a current comparison of actual revenue and expenditures to the budget adopted for the General Fund.

The Tax Collections Report provides the Board with the District's current tax collections for the fiscal year.

The Cash Flow Report provides the Board with both a historical and current perspective of the District's monthly cash flow.

**ECISD Board Policy**

None.

**Effective Date**

March 31, 2010

**Previous Board Action**

Approval of 2009-2010 General Operating Budget on August 25, 2009.

**Future Action Expected**

The Board will review the monthly financial statements at each regular monthly board meeting.

**Background Information and  
Significant Issues**

The audited fund balance in the General Fund (Fund 199 only) on August 31, 2009 was \$5,951,953, which is 21.25% of the approved General Fund operating expenditures (as defined in the AEIS Report) of \$28,005,136.

Fund balance designated for replacement of artificial turf at Ricebird Stadium is \$100,000, leaving an undesignated fund balance of \$5,851,953; or 20.89% of the approved General Fund operating expenditures (as defined in the AEIS Report).

The undesignated fund balance currently exceeds the 20% goal by \$250,925.80.

**Fiscal Impact**

None.

**Student and Public Benefit**

Closely monitoring actual revenue and expenditures as compared to the adopted budget each month helps to ensure the efficient use of public funds.

**Procedural and Reporting Implications** None.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues**

**Financial Report.** In the General Operating Fund, we have received 70.62% of our amended revenue projections; and expended 58.65% of our amended expenditure estimates.

Compared to the same time last year, our revenue decreased by (\$3,699,818) and our expenditures increased by \$980,759.

	2005-2006		2006-2007		2007-2008		2008-2009		2009-2010	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
<b>Sep</b>	8.44%	7.99%	8.49%	8.16%	19.97%	10.32%	20.59%	11.53%	10.41%	10.59%
<b>Oct</b>	17.30%	15.60%	16.45%	15.08%	36.50%	17.60%	36.88%	17.18%	19.64%	17.92%
<b>Nov</b>	25.28%	23.16%	25.79%	22.03%	40.10%	24.60%	39.46%	24.10%	26.01%	25.17%
<b>Dec</b>	43.50%	30.11%	39.14%	28.13%	55.32%	32.30%	52.68%	31.52%	38.96%	32.11%
<b>Jan</b>	66.11%	37.91%	71.88%	35.58%	75.42%	42.30%	73.77%	38.60%	57.38%	39.07%
<b>Feb</b>	79.68%	46.35%	77.49%	46.72%	83.18%	51.98%	79.39%	48.85%	68.68%	50.45%
<b>Mar</b>	83.48%	53.54%	79.75%	53.89%	85.20%	58.88%	81.29%	55.83%	70.62%	58.65%
<b>Apr</b>	85.72%	60.43%	84.35%	61.00%	86.78%	66.91%	82.79%	62.87%		
<b>May</b>	95.97%	69.63%	87.88%	68.32%	89.07%	76.81%	84.31%	69.96%		
<b>Jun</b>	97.50%	76.64%	92.93%	75.96%	90.38%	82.81%	86.04%	77.28%		
<b>Jul</b>	98.80%	83.10%	98.46%	84.97%	91.72%	88.08%	87.23%	85.52%		
<b>Aug</b>	100.16%	97.42%	100.20%	98.95%	100.03%	99.34%	99.94%	98.05%		

**NOTE:** Percentage of revenue received is down because our payment class changed. For the past two years we have been in Payment Class 3 and received 45% of our annual entitlement in September. We have been reclassified to Payment Class 2 and now receive 22% of our annual entitlement in September.

**Tax Collection Report.** Our beginning tax levy of \$13,314,729 has been adjusted by -\$105,688 giving us a new adjusted levy of \$13,209,041; and we have currently collected \$12,495,564 which amounts to 94.60% of the adjusted levy. This leaves an uncollected balance of \$713,478.

Delinquent collections YTD are \$174,003 plus \$117,852 in penalty and interest.

	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010
Oct	1.82%	0.06%	0.048%	0.01%	0.00%	0.00%
Nov	9.09%	6.81%	6.67%	5.07%	2.58%	0.44%
Dec	37.75%	40.15%	29.49%	38.76%	32.28%	30.01%
Jan	86.24%	82.47%	86.80%	85.29%	81.82%	73.71%
Feb	93.92%	92.59%	94.40%	93.58%	93.04%	92.80%
Mar	94.82%	95.44%	95.38%	94.44%	94.06%	94.60%
Apr	95.31%	95.68%	96.11%	95.13%	94.97%	
May	95.89%	96.54%	96.69%	95.78%	95.61%	
Jun	97.30%	97.04%	97.40%	96.55%	96.69%	
Jul	97.30%	97.19%	97.64%	96.87%		
Aug	97.48%	97.59%	97.81%	97.15%	97.48%	
Sep	97.51%	97.69%	97.97%	97.31%	97.60%	

**Cash Flow Report.** The following spreadsheet shows the actual cash flow compared to the projected (historical) cash flow for the month.

Fiscal Year	Month			Year-to-Date		
	2008-2009	2009-2010	Difference	2008-2009	2009-2010	Difference
Revenue	\$610,975	\$612,188	\$1,213	\$26,080,251	\$22,380,434	(\$3,699,817)
Expenditures	\$2,518,810	\$2,471,097	(\$47,713)	\$16,957,380	\$17,634,752	\$677,372
Summary	(\$1,907,835)	(\$1,858,909)	\$48,926	\$9,122,871	\$4,745,682	(\$4,377,189)

- Attachments**
- Monthly Financial Report – March 31, 2010
  - Tax Collection Recap 2009-2010
  - Cash Flow Report 2009-2010

**Contact Person(s)** David Bright, Assistant Superintendent of Finance and Operations

**Action Required** No Action Required.

**Superintendent's Recommendation** This is an information report only.

**Mark Pool, Superintendent of Schools**

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**  
**MONTHLY FINANCIAL REPORT**  
 April 20, 2010

**Comparison of Revenue and Expenditures  
 to the Budget for the General Operating Fund  
 9-1-09 to 3-31-10**

**ESTIMATED REVENUE:**

	<i>Original Budget</i>	<i>Amended Budget</i>	<i>Revenue Realized</i>	<i>Revenue Balance</i>
<i>Local:</i>	\$14,121,607	\$14,187,107	\$13,419,017	(\$702,590)
<i>State:</i>	\$17,427,522	\$16,400,975	\$8,053,519	(\$9,374,003)
<i>Federal:</i>	\$1,104,861	\$1,104,861	\$907,898	(\$196,963)
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<i>Total:</i>	\$32,653,990	\$31,692,943	\$22,380,434	(\$9,312,509)

**ESTIMATE EXPENDITURES:**

<i>Original Budget</i>	<i>Amended Budget</i>	<i>Expended</i>	<i>Outstanding Encumbrances</i>	<i>Expenditures Year to Date</i>	<i>Balance for Year</i>
\$32,307,585	\$32,144,955	\$17,634,751	\$1,219,153	\$18,853,904	\$13,291,051

**COMPARISONS TO MARCH 31 OF PRIOR YEAR:**

	<i>2008-2009</i>	<i>2009-2010</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$26,080,252	\$22,380,434	(\$3,699,818)
<i>Expenditures:</i>	\$17,873,145	\$18,853,904	\$980,759
<i>Cash Position:</i>	\$14,638,082	\$10,520,016	(\$4,118,066)

**PRIOR MONTH CASH POSITION as of 2/28/10:** \$12,883,389

<b>GENERAL FUND - FUND BALANCE</b>	<b>GENERAL OPERATING</b>	<b>FUND BALANCE</b>	<b>% of OPERATING</b>
GENERAL FUND - FUND BALANCE as of 8-31-05:	\$20,330,010	\$6,825,620	33.57%
GENERAL FUND - FUND BALANCE as of 8-31-06:	\$21,109,405	\$7,050,993	33.40%
GENERAL FUND - FUND BALANCE as of 8-31-07:	\$23,517,713	\$9,759,144	41.50%
GENERAL FUND - FUND BALANCE as of 8-31-08:	\$25,318,724	\$4,676,422	18.47%
GENERAL FUND - FUND BALANCE as of 8-31-09:	\$28,005,136	\$5,951,953	21.25%

**BUDGET AMENDMENTS:**

Roll forward and appropriate prior year (2008-09) High School Allotment fund balance	\$203,766
Appropriate funds from Food Service Fund Fund Balance to purchase dishwashers	\$51,000
Appropriate Technology - E-rate reimbursements to purchase technology licenses	\$65,000
Transfer to Fund 266 - Stimulus Funds	-\$482,896

NOTE: Cash Position includes Local, State, and Federal Funds. Does not include Capital Projects.

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
TAX COLLECTION RECAP  
2009 - 2010**

<b>Reporting Period</b>	<b>Beginning Levy</b>	<b>Adjustments</b>	<b>Adjusted Levy</b>	<b>Current Tax Year Collections</b>	<b>% Collected</b>	<b>% Collected Prior Year</b>	<b>Delinquent Collections</b>	<b>Penalty &amp; Interest</b>	<b>Total Collections</b>	<b>Current Tax Year Uncollected</b>
<b>Monthly Recap</b>										
October-09			\$0	0	0.00%	0.00%	\$42,130	\$16,087	\$58,217	
November-09	\$13,314,729	-\$22,709	\$13,292,020	58,799	0.44%	2.58%	\$21,388	\$9,495	\$89,682	
December-09	\$13,314,729	-\$22,725	\$13,292,004	3,929,623	29.56%	29.69%	\$32,377	\$17,002	\$3,979,002	
January-10	\$13,314,729	-\$102,880	\$13,211,849	5,679,235	42.99%	49.52%	\$19,447	\$15,153	\$5,713,835	
February-10	\$13,314,729	-\$102,542	\$13,212,187	2,593,565	19.63%	11.21%	\$33,687	\$26,814	\$2,654,065	
March-10	\$13,314,729	-\$105,688	\$13,209,041	234,342	1.77%	0.98%	\$24,975	\$33,302	\$292,619	
<b>Year To Date</b>				<b>12,495,564</b>	<b>94.60%</b>	<b>94.06%</b>	<b>\$174,003</b>	<b>\$117,852</b>	<b>\$12,787,419</b>	<b>\$713,478</b>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**  
**Cash Flow**  
**2009-2010**

199	GENERAL FUND	Actual Sep-09	Actual Oct-09	Actual Nov-09	Actual Dec-09	Actual Jan-10	Actual Feb-10	Actual Mar-09	Actual Mar-10	Actual Apr-09	Actual May-09	Actual Jun-09	Actual Jul-09	Actual Aug-09	2008-09 Totals
<b>REVENUE:</b>															
<b>5700</b>	<b>Local Revenue:</b>														
5711	Taxes Current Year	14,181	0	51,429	3,437,085	4,967,402	2,268,489	111,440	204,970	103,476	72,324	121,528	56,576	23,876	11,050,425
5712	Taxes Prior Years	15,950	37,817	19,398	29,097	17,543	29,999	17,367	22,641	23,102	11,722	26,049	16,582	15,471	269,554
5719	Pen, Int, & Other	11,564	14,803	8,759	15,941	15,319	23,983	18,889	29,960	23,280	15,386	29,390	20,295	13,457	218,054
5720	Service to Other LEAs	0	0	0	0	0	0	0	0	0	0	0	3,090	0	3,090
5730	Tuition and Fees	0	0	0	0	0	0	0	0	0	0	0	0	4,100	4,100
5740	Other Local Sources	7,704	9,801	96,814	12,934	32,322	24,300	31,630	14,674	24,695	17,060	13,895	44,259	628,133	908,268
5750	Co/Curr Activities	25,437	12,631	76,155	-35,667	1,715	2,837	2,648	3,314	3,255	943	0	8,180	6,869	76,484
	<b>Total Local Rev:</b>	<b>74,836</b>	<b>75,053</b>	<b>252,555</b>	<b>3,459,390</b>	<b>5,034,301</b>	<b>2,349,608</b>	<b>181,973</b>	<b>275,558</b>	<b>177,808</b>	<b>117,434</b>	<b>190,862</b>	<b>148,982</b>	<b>691,906</b>	<b>12,529,975</b>
<b>5800</b>	<b>State Revenue:</b>														
5811	Available School Fund	0	63,207	3,712	18,562	29,347	29,347	135,234	3,712	101,986	84,593	126,137	78,347	148,301	826,392
5812	Foundation Entitlement	3,164,525	2,475,854	1,333,393	23,737	0	0	0	0	-69,289	0	-2,500	0	3,198,143	14,232,949
5812	Founda Ent-Prior Yr	0	0	0	0	0	0	0	0	0	0	0	0	0	118,073
5819	LEP Student Success Init	0	0	0	0	0	0	0	0	0	0	0	0	11,996	11,996
5820	Misc State Program Rev	0	0	3,599	0	0	0	0	0	0	0	0	0	4,298	8,004
5831	TRS On-Behalf	103,972	105,809	106,303	106,641	109,679	109,481	103,027	109,050	102,376	103,314	104,123	102,579	162,259	1,287,875
	<b>Total State Rev:</b>	<b>3,268,497</b>	<b>2,644,870</b>	<b>1,447,007</b>	<b>148,940</b>	<b>139,026</b>	<b>138,828</b>	<b>238,261</b>	<b>112,762</b>	<b>135,073</b>	<b>187,907</b>	<b>227,760</b>	<b>180,926</b>	<b>3,524,996</b>	<b>16,485,289</b>
<b>5900</b>	<b>Federal Revenue:</b>														
5930	Federal	0	0	151,085	4,896	0	0	4,757	4,997	0	0	0	0	5,600	17,123
	<b>Total Federal Rev:</b>	<b>0</b>	<b>0</b>	<b>151,085</b>	<b>4,896</b>	<b>0</b>	<b>0</b>	<b>4,757</b>	<b>4,997</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,600</b>	<b>17,123</b>
<b>7900</b>	<b>Other Res/Non-Oper</b>														
	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	17	0	81,771	81,788
	<b>Total Other Res:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>81,771</b>	<b>81,788</b>
	<b>Total Revenue:</b>	<b>3,343,333</b>	<b>2,719,922</b>	<b>1,850,646</b>	<b>3,613,225</b>	<b>5,173,327</b>	<b>2,488,437</b>	<b>424,991</b>	<b>393,317</b>	<b>312,880</b>	<b>305,342</b>	<b>418,638</b>	<b>329,908</b>	<b>4,304,273</b>	<b>29,114,175</b>
<b>EXPENDITURES:</b>															
<b>6000</b>	<b>Expenditures:</b>														
6100	Payroll Costs	1,248,063	1,880,754	1,911,417	1,866,025	1,856,130	1,875,525	1,828,545	1,884,363	1,776,876	1,850,579	1,850,452	1,791,375	2,383,121	21,695,532
6200	Contracted Services	93,596	205,034	198,172	265,248	217,419	229,022	237,625	274,231	205,432	222,021	258,427	211,956	362,249	2,762,933
6300	Supplies & Materials	107,259	187,257	134,109	86,296	113,956	109,979	111,923	105,046	72,683	264,713	66,448	106,468	148,232	1,566,045
6400	Other Operating	41,807	40,519	33,642	29,700	35,494	72,627	33,360	43,187	27,315	61,490	72,156	657,539	64,857	1,158,292
6500	Debt Services	0	0	500	0	0	272,625	0	0	0	500	0	0	57,625	336,335
6600	Capital Outlay	75,435	125,670	0	0	28,549	3,441	170,936	2,097	0	17,014	30,498	24,345	-33,015	337,828
8900	Other Uses/Non Operating	0	0	0	0	0	0	0	0	13,960	61,582	0	0	0	75,542
	<b>Total Expenditures:</b>	<b>1,566,160</b>	<b>2,439,234</b>	<b>2,277,840</b>	<b>2,247,269</b>	<b>2,251,547</b>	<b>2,563,220</b>	<b>2,382,389</b>	<b>2,308,925</b>	<b>2,096,266</b>	<b>2,477,900</b>	<b>2,277,982</b>	<b>2,791,684</b>	<b>2,983,069</b>	<b>27,932,508</b>
	<b>ENDING BALANCE</b>	<b>1,777,172</b>	<b>280,688</b>	<b>-427,194</b>	<b>1,365,957</b>	<b>2,921,780</b>	<b>-74,783</b>	<b>-1,957,398</b>	<b>-1,915,608</b>	<b>-1,783,386</b>	<b>-2,172,558</b>	<b>-1,859,343</b>	<b>-2,461,776</b>	<b>1,321,204</b>	<b>1,181,667</b>
	<b>GF FB as of 8/31/09</b>	<b>5,748,187</b>													
		<b>7,525,359</b>	<b>7,806,046</b>	<b>7,378,852</b>	<b>8,744,809</b>	<b>11,666,589</b>	<b>11,591,806</b>	<b>12,793,128</b>	<b>9,676,198</b>	<b>7,892,813</b>	<b>5,720,255</b>	<b>3,860,911</b>	<b>1,399,135</b>	<b>2,720,339</b>	

197 HS ALLOTMENT		Actual Sep-09	Actual Oct-09	Actual Nov-09	Actual Dec-09	Actual Jan-10	Actual Feb-10	Actual Mar-09	Actual Mar-10	Actual Apr-09	Actual May-09	Actual Jun-09	Actual Jul-09	Actual Aug-09	2008-09 Totals
<b>REVENUE:</b>															
5800	State Revenue:														
5812	HS Allotment	0	107,521	25,418	0	0	0	0	0	0	0	0	0	0	0
	<b>Total State Rev:</b>	<u>0</u>	<u>107,521</u>	<u>25,418</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>EXPENDITURES:</b>															
6000	Expenditures:														
6100	Payroll Costs	7,348	7,087	8,654	7,657	7,750	8,513	0	8,986	0	0	0	0	0	0
6200	Contracted Services	0	2,500	0	25,318	0	16,637	0	0	0	0	0	0	0	0
6300	Supplies & Materials	0	59,727	11,685	0	0	6,250	0	0	0	0	0	0	0	0
6400	Other Operating	0	0	190	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Expenditures:</b>	<u>7,348</u>	<u>69,314</u>	<u>20,528</u>	<u>32,975</u>	<u>7,750</u>	<u>31,400</u>	<u>0</u>	<u>8,986</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>ENDING BALANCE</b>		-7,348	30,859	35,750	2,774	-4,976	-36,376	0	-45,362	-45,362	-45,362	-45,362	-45,362	-45,362	

240	FOOD SERVICE	Actual Sep-09	Actual Oct-09	Actual Nov-09	Actual Dec-09	Actual Jan-10	Actual Feb-10	Actual Mar-09	Actual Mar-10	Actual Apr-09	Actual May-09	Actual Jun-09	Actual Jul-09	Actual Aug-09	2008-09 Totals
<b>REVENUE:</b>															
5700	<b>Local Revenue:</b>														
	Earnings from Temp Dep			2,288	0	0	2,200	0	0	0	3,447	0	0	2,916	11,415
	Foundation Revenue														
	Breakfast	9,317	9,105	9,159	6,368	11,525	10,365	10,116	8,204	11,012	8,232	441	0	6,766	93,864
	Lunch	21,413	23,918	19,762	13,634	20,784	21,363	17,736	19,088	21,373	16,205	882	0	16,279	195,290
	A La Carte	15,007	13,545	10,801	8,682	12,324	13,454	11,279	10,674	13,150	11,946	1,061	0	4,759	120,965
	Adult Lunches	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Catering/Vending	106	0	160	310	545	517	866	0	0	1,229	508	173	670	3,822
	Summer Food Service	0	0	0	0	0	0	0	0	0	0	403	0	0	403
	<b>Total Local Rev:</b>	<b>45,843</b>	<b>46,569</b>	<b>42,170</b>	<b>28,994</b>	<b>45,179</b>	<b>47,899</b>	<b>39,998</b>	<b>37,967</b>	<b>45,535</b>	<b>41,059</b>	<b>3,295</b>	<b>173</b>	<b>31,390</b>	<b>425,759</b>
5800	<b>State Revenue</b>														
5829	Misc St Program Rev.	0	0	0	0	0	0	9,732	9,822	0	0	0	0	0	10,105
5831	TRS On-Behalf Benefit	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total State Rev:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,732</b>	<b>9,822</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,105</b>
5900	<b>Federal Revenue</b>														
5921	School Breakfast	0	30,215	32,999	27,756	21,454	29,212	26,487	31,365	22,703	29,017	26,376	3,652	6,819	235,861
5922	National School Lunch	0	96,247	102,412	80,679	64,888	91,047	82,214	97,523	69,835	87,750	77,022	11,062	25,093	726,080
5923	USDA Donated Com	5,799	5,799	6,332	5,799	5,799	5,799	6,077	5,799	6,077	8,951	6,077	6,077	23,299	93,019
5929	Fed Rev TEA-Sum Feed	0	0	0	0	0	0	0	0	0	0	0	15,702	3,365	19,067
	<b>Total Federal Rev:</b>	<b>5,799</b>	<b>132,261</b>	<b>141,743</b>	<b>114,234</b>	<b>92,141</b>	<b>126,058</b>	<b>114,778</b>	<b>134,687</b>	<b>98,615</b>	<b>125,718</b>	<b>109,475</b>	<b>36,493</b>	<b>58,576</b>	<b>1,074,027</b>
7900	<b>Other Res/Non-Oper:</b>														
7940	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Other Res:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>51,641</b>	<b>178,829</b>	<b>183,912</b>	<b>143,228</b>	<b>137,320</b>	<b>173,957</b>	<b>164,508</b>	<b>182,476</b>	<b>144,150</b>	<b>166,776</b>	<b>112,770</b>	<b>36,666</b>	<b>89,965</b>	<b>1,509,892</b>
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6100	Payroll & Benefits	33,976	47,704	50,672	47,049	46,454	48,305	44,257	48,938	43,913	43,859	44,428	43,441	54,108	523,711
6200	Contracted Services	380	380	126,502	99,509	93,554	149,600	85,550	97,723	0	89,248	156,050	35,455	32,289	809,554
6300	Supplies & Materials	5,799	5,826	5,889	5,831	6,015	5,865	6,155	5,906	6,205	6,463	6,116	6,107	24,142	92,719
6400	Other Operating	18	50	42	63	10	14	59	219	82	28	46	227	0	687
6600	Capital Outlay	0	0	0	0	50,781	0	0	0	0	0	0	16,800	0	16,800
	<b>Total Expenditures:</b>	<b>40,172</b>	<b>53,959</b>	<b>183,104</b>	<b>152,452</b>	<b>196,815</b>	<b>203,783</b>	<b>136,021</b>	<b>152,785</b>	<b>50,200</b>	<b>139,598</b>	<b>206,640</b>	<b>102,030</b>	<b>110,539</b>	<b>1,443,471</b>
	<b>ENDING BALANCE</b>	<b>11,469</b>	<b>136,340</b>	<b>137,148</b>	<b>127,924</b>	<b>68,429</b>	<b>38,604</b>	<b>125,101</b>	<b>68,294</b>	<b>162,243</b>	<b>189,422</b>	<b>95,551</b>	<b>30,187</b>	<b>9,613</b>	

511	DEBT SERVICE	Actual Sep-09	Actual Oct-09	Actual Nov-09	Actual Dec-09	Actual Jan-10	Actual Feb-10	Actual Mar-09	Actual Mar-10	Actual Apr-09	Actual May-09	Actual Jun-09	Actual Jul-09	Actual Aug-09	2008-09 Totals
<b>REVENUE:</b>															
5700	<b>Local Revenue:</b>														
5711	Taxes Current Year	2,074	0	7,370	492,538	711,833	325,076	16,300	29,372	15,135	10,578	17,775	8,275	3,492	1,615,679
5712	Taxes Prior Years	1,414	4,313	1,990	3,281	1,904	3,688	1,347	2,334	2,206	827	2,518	1,121	1,191	23,522
5719	Pen, Int, & Other	1,017	1,284	736	1,061	665	2,830	1,886	3,342	2,469	1,594	3,526	1,926	1,183	19,999
5742	Earnings Fm Temp Dep	292	311	308	416	1,136	1,166	1,944	1,346	1,917	2,012	1,991	2,095	1,065	16,360
	<b>Total Local Rev:</b>	4,798	5,908	10,403	497,295	715,538	332,760	21,476	36,395	21,728	15,012	25,810	13,417	6,931	1,675,560
5800	<b>State Revenue:</b>														
5829	St Rev Dist By TEA	0	0	10,827	0	0	0	0	0	0	0	0	0	58,275	143,165
	<b>Total State Rev:</b>	0	0	10,827	0	0	0	0	0	0	0	0	0	58,275	143,165
7900	<b>Other Res/Non-Oper:</b>														
7940	Other Res/Non-Oper Rev	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Other Res:</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Revenue:</b>	4,798	5,908	21,230	497,295	715,538	332,760	21,476	36,395	21,728	15,012	25,810	13,417	65,206	1,818,725
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	295,000	0	0	0	0	0	0	420,000	700,000
6521	Interest on Bonds	0	0	0	0	0	523,284	0	0	0	0	0	0	531,159	1,067,569
6599	Other Debt Fees	0	0	500	0	0	0	400	400	0	0	0	0	0	900
	<b>Total Expenditures:</b>	0	0	500	0	0	818,284	400	400	0	0	0	0	951,159	1,768,469
	<b>ENDING BALANCE</b>	4,798	10,705	31,436	528,731	1,244,269	758,745	860,744	794,740	816,468	831,480	857,290	870,706	-15,247	
<b>Total Approved Budget</b>															
<b>199, 197, 240, 511</b>															
	<b>TOTAL REVENUE</b>	3,399,772	3,012,180	2,081,207	4,253,749	6,026,184	2,995,154	610,975	612,188	478,758	487,130	557,218	379,990	4,459,444	32,442,792
	<b>TOTAL EXP</b>	1,613,680	2,562,507	2,481,972	2,432,696	2,456,112	3,616,687	2,518,810	2,471,097	2,146,466	2,617,498	2,484,622	2,893,714	4,044,768	31,144,447
	<b>ENDING BALANCE</b>	1,786,091	2,235,764	1,834,999	3,656,052	7,226,125	6,604,592	9,102,551	4,745,683	3,077,975	947,607	-979,797	-3,493,520	-3,078,843	

**Agenda Item Summary Sheet (4 B.6)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Checks Written – March 2010

**Summary**

Although there is no statutory or policy requirement for the Board to review the bills paid during the previous month, a monthly review providing the Board an opportunity to ask questions regarding specific expenditures is a good practice for the Board to follow in overseeing the management of the District.

It is very helpful to the administration and helps in conducting an effective board meeting if questions are identified and asked prior to the meeting.

These bills have already been paid, and were previously authorized by the Board when you adopted the 2009-2010 General Operating Budget.

**ECISD Board Policy**

None.

**Effective Date**

March 31, 2010

**Previous Board Action**

Approval of 2009-2010 General Operating Budget on August 25, 2009 authorizing the expenditure of funds.

**Future Action Expected**

The Board will review the checks written for the previous month prior to each regular monthly board meeting.

**Background Information and  
Significant Issues**

None.

**Fiscal Impact**

Historical comparison of monthly check totals:

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010
<b>September</b>	\$384,211.71	\$597,731.27	\$589,273.28	\$808,126.97	\$655,949.80
<b>October</b>	\$625,347.36	\$642,432.03	\$804,931.69	\$778,762.11	\$970,451.63
<b>November</b>	\$606,581.82	\$742,766.77	\$750,671.57	\$1,140,664.10	\$750,661.87
<b>December</b>	\$395,396.80	\$658,798.47	\$1,211,146.13	\$1,030,485.01	\$853,561.12
<b>January</b>	\$602,847.58	\$2,339,695.79	\$1,045,238.51	\$995,619.31	\$880,591.27
<b>February</b>	\$596,279.24	\$775,240.17	\$1,993,265.44	\$1,128,501.50	\$874,019.06
<b>March</b>	\$484,835.73	\$1,924,176.33	\$660,962.20	\$1,107,119.75	\$694,107.70
<b>Subtotal YTD</b>	<b>\$3,695,500.24</b>	<b>\$7,680,840.83</b>	<b>\$7,055,488.82</b>	<b>\$6,989,278.75</b>	<b>\$5,679,342.45</b>
<b>April</b>	\$497,466.55	\$1,955,246.06	\$777,024.72	\$779,634.45	
<b>May</b>	\$779,559.59	\$947,243.08	\$867,612.30	\$1,105,700.63	
<b>June</b>	\$888,976.15	\$841,401.34	\$1,529,388.36	\$816,384.98	
<b>July</b>	\$656,773.62	\$485,322.31	\$803,678.77	\$813,160.04	
<b>August</b>	\$753,650.96	\$1,415,904.27	\$1,161,873.57	\$873,588.10	

**Student and Public Benefit** Close monitoring of monthly bills paid and monthly cash flow helps to ensure the efficient use of public funds.

**Procedural and Reporting Implications** None.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** Beginning in August of 2007, wire payments for the energy management performance contract, maintenance tax notes, and principal and interest on existing debt were included for the first time with the list of checks written for that month. These wire transfers will show up twice per year (March and August) when we pay principal and interest on debt.

**Attachments** List of checks written during the month of November are available in electronic format and were emailed to each member of the Board.

**Contact Person(s)** David Bright, Assistant Superintendent of Finance and Operations

**Action Required** No action required. This is an information report only.

**Superintendent's Recommendation** Information only.

**Mark Pool, Superintendent of Schools**

**Business and Operations** Compensation Market Study for Teachers, Librarians, and Registered Nurses

**Summary** When the original compensation study was done in April 2005, teacher compensation was benchmarked against a comparison group of eight districts selected by the compensation consultants at Texas Association of School Board’s HR Services. The Board of Trustees reaffirmed the use of these districts for 2009-2010 comparison purposes at the regular meeting on November 17, 2009.

The eight districts used for the comparison were:

- Bay City
- Calhoun County
- Columbus
- Louise
- Palacios
- Van Vleck
- Victoria
- Wharton

**Note:** Wharton ISD did not participate in this year’s TASB Survey.

The following table represents the original salary comparison to the market median for different experience groups:

Teacher Salary Schedule Comparisons, 2004-2005						
	Beginning Teachers	1-5 Years Experience	6-10 Years Experience	11-20 Years Experience	20+ Years Experience	Maximum Salary
District Salary	\$32,850	\$33,350	\$37,330	\$41,555	\$44,995	\$47,800
Local Market Median	\$31,250	\$33,461	\$36,059	\$39,896	\$43,261	\$45,761
Percent of Market	105%	100%	104%	104%	104%	104%
Dollar Difference	\$1,600	(\$111)	\$1,272	\$1,659	\$1,694	\$2,039

I have completed a benchmark study using the same comparison schools for 2009-2010. The results are shown in the following table:

Teacher Salary Schedule Comparisons, 2009-2010						
2008-2009 Comparisons In Light Blue						
	Beginning Teachers	5-Year Salary	10-Year Salary	15-Year Salary	20-Year Salary	Maximum Salary
District Salary	\$40,820 \$39,634	\$43,400 \$42,116	\$45,500 \$44,216	\$48,180 \$47,306	\$52,310 \$51,396	\$55,710 \$54,606
Local Market Median	\$37,750 \$36,320	\$39,060 \$38,505	\$41,880 \$41,349	\$45,910 \$44,665	\$49,730 \$48,349	\$52,770 \$51,678
Percent of Market	114.2% 109.1%	111.1% 109.4%	108.6% 106.9%	104.9% 105.9%	104.2% 106.3%	105.6% 105.7%
Dollar Difference	\$5,070 \$3,314	\$4,340 \$3,612	\$3,620 \$2,868	\$2,270 \$2,641	\$2,580 \$3,048	\$2,940 \$2,929

When the original plan was adopted the objective established by the Board was to keep local salaries between 103% - 105% of the market median. We also had some equity issues with the salaries of our mid-career teachers.

Over the five years the compensation plan has been in place our salaries have remained competitive, especially for beginning teachers. We have also made significant progress in addressing the inequities in the salaries of our mid-career teachers.

We continue to pay the highest teacher salaries of all the schools in the Region III education service area.

**ECISD Board Policy**

DEA (LOCAL), COMPENSATION AND BENEFITS: SALARIES, WAGES AND STIPENDS

**Effective Date**

April 20, 2010

**Previous Board Action**

The Board adopted the current compensation plan in the Spring of 2005.

Annually the Board reviews the compensation plan. Comparisons are made to the area job market and decisions are made with regards to structure adjustments and general pay increases.

Since the implementation of the district's compensation plan in the Spring of 2005, the following general pay increases have been approved:

- 2005-2006 .....\$1,270
- 2006-2007 .....\$1,400
- 2007-2008 .....\$1,425
- 2008-2009 .....\$2,470
- 2009-2010 .....\$1,684

In addition, in 2006-2007 the State teacher pay increase was \$2,000 plus a \$500 conversion of a health insurance supplement to salary for a total of \$2,500; and in 2007-2008 the district provided teachers with an additional \$300 annually toward health insurance premiums.

**Future Action Expected**

Annually the Board reviews the compensation plan. Comparisons are made to the area job market and decisions are made with regards to structure adjustments and general pay increases.

Next month the Board will review benchmark comparisons for Clerical / Paraprofessional job group.

The Board will be asked to give preliminary approval to the proposed compensation plan in May with final approval requested in June.

**Background Information and Significant Issues**

According to district policy, the Superintendent shall recommend to the Board for approval compensation plans for all District employees.

Annually, the Superintendent is to recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent is to determine the annual increases for individual employees, within budgeted amounts.

The following chart gives a historical perspective of how compensation has changed since the implementation of the compensation plan during the 2005-2006 school year:

	<b>2004-2005 Original Study</b>	<b>2006-2007 Study</b>	<b>2007-2008 Study</b>	<b>2008-2009 Study</b>	<b>2009-2010 Study</b>
<b>0-Year Salary</b>	105.1%	108.4%	107.8%	109.1%	114.2%
<b>5-Year Salary</b>	99.7%	105.5%	106.5%	109.4%	111.1%
<b>10-Year Salary</b>	103.5%	101.4%	105.5%	106.9%	108.6%
<b>15-Year Salary</b>	104.2%	103.3%	105.4%	105.9%	104.9%
<b>20-Year Salary</b>	103.9%	103.7%	104.9%	106.3%	105.2%
<b>Schedule Maximum</b>	104.5%	107.6%	105.9%	105.7%	105.6%

<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	A compensation plan that remains at 103% to 105% of the market median helps to attract quality applicants and retain excellent employees.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	<p>To help validate our area market study, I have completed market studies with two additional market groups:</p> <ul style="list-style-type: none"> <li>• School districts statewide with enrollments between 3,000 and 4,000 students. This group has 41 districts represented.</li> <li>• School districts with enrollments between 3,000 and 4,000 students in the following Educational Service Center Regions, which covers the southeast quadrant of the State and includes 21 districts: <ul style="list-style-type: none"> <li>○ Region 02 – Corpus Christi</li> <li>○ Region 03 – Victoria</li> <li>○ Region 04 – Houston</li> <li>○ Region 05 – Beaumont</li> <li>○ Region 06 – Huntsville</li> <li>○ Region 13 – Austin</li> <li>○ Region 20 – San Antonio</li> </ul> </li> </ul> <p>Using these two groups allows us to make district-to-district comparisons with superintendent salaries and salaries of other administrative / professional employees.</p>

The following table represents a comparison between the different employee pay groups to the market median:

	<b>TASB Group</b>	<b>Statewide Group</b>	<b>Regional Group</b>
	<b>NOTE: Data in light blue is from 2008-2009</b>		
<b>Superintendent</b>		100.73%	97.69%
		98.4%	96.8%
<b>Average Administrative</b>	102.05%	106.10%	106.30%
	105.89%	105.42%	107.21%
<b>Average Teachers</b>	110.15%	109.42%	108.03%
	111.10%	109.66%	108.97%

<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Original Area Market Group Comparison Report</li><li>2. Statewide Market Group Comparison Report</li><li>3. Southeast Regional Market Group Comparison Report</li></ol>
<b>Contact Person(s)</b>	Mark Pool, Superintendent of Schools
<b>Action Required</b>	No Action Required.
<b>Superintendent's Recommendation</b>	Information item only. <b>Mark Pool, Superintendent of Schools</b>



2009 Teacher Salary Comparison Report\*

Report ID = Original Teacher Compensation Comparison Group

Report Created: 4/15/2010 12:33:15 PM

Enrollment Selection: All

ESC Selection: All

District	ESC	Enroll	Teacher Count	0-Year Salary	5-Year Salary	10-Year Salary	15-Year Salary	20-Year Salary	Schedule Maximum	Highest Exp Step	Master's Degree	Average Teacher Salary
EL CAMPO ISD	03	3,472	270	40,820	43,400	45,500	48,180	52,310	55,710	25	1,230	48,820
Market Median		1,531	120	35,750	39,060	41,880	45,910	49,730	52,770	25	1,000	44,320
Comparison to Median				114.2%	111.1%	108.6%	104.9%	105.2%	105.6%			
Dollar Difference				5,070	4,340	3,620	2,270	2,580	2,940			
BAY CITY ISD	03	3,850	320	36,528	38,433	41,283	43,033	45,663	45,663	20	700	42,085
CALHOUN COUNTY ISD	03	4,290	302	37,240	39,060	44,540	48,660	51,770	52,770	22		45,677
COLUMBUS ISD	03	1,531	120	32,875	35,375	40,625	44,635	47,675	52,675	30		43,483
LOUISE ISD	03	508	45	31,909	35,909	41,409	45,409	48,509	53,909	30		43,123
PALACIOS ISD	03	1,504	119	32,100	40,195	44,285	49,528	57,849	59,430	26	1,400	48,265
VAN VLECK ISD	03	977	83	35,750	40,014	45,525	49,676	52,900	52,900	20	1,000	44,325
VICTORIA ISD	03	13,524	967	38,980	39,980	41,880	45,910	49,730	52,610	25	1,000	44,320

\* Reported salary amounts are for 10-month teachers with bachelor's degree.



2009 Teacher Salary Comparison Report\*  
 Report ID = Statewide Teacher Salary Comparison  
 Report Created: 4/15/2010 12:57:47 PM  
 Enrollment Selection: 3,000 to 4,000  
 ESC Selection: All

District	ESC	Enroll	Teacher Count	0-Year Salary	5-Year Salary	10-Year Salary	15-Year Salary	20-Year Salary	Schedule Maximum	Highest Exp Step	Master's Degree	Average Teacher Salary
EL CAMPO ISD	03	3,472	270	40,820	43,400	45,500	48,180	52,310	55,710	25	1,230	48,820
Market Median		3,465	243	37,400	39,600	42,950	46,020	49,857	53,400	30	1,000	44,617
Comparison to Median				109.1%	109.6%	105.9%	104.7%	104.9%	104.3%			
Dollar Difference				3,420	3,800	2,550	2,160	2,453	2,310			
ANDREWS ISD	18	3,132	228	43,246	46,979	51,049	52,776	56,322	71,625	48	1,500	54,996
ARANSAS COUNTY ISD	02	3,140	243	37,330	39,830	42,330	44,830	48,330	50,430	30	1,000	42,850
ATHENS ISD	07	3,465	251	35,000	36,400	41,050	45,050	48,350	52,450	31	500	43,482
BAY CITY ISD	03	3,850	320	36,528	38,433	41,283	43,033	45,663	45,663	20	700	42,085
BEEVILLE ISD	02	3,505	237	35,000	36,801	40,651	45,911	50,001	52,521	24	500	44,800
BIG SPRING ISD	18	3,843	264	34,500	37,000	41,562	45,240	48,390	48,990	23	1,000	43,367
BURKBURNETT ISD	09	3,666	261	33,000	34,475	37,770	42,130	45,420	45,420	20	3,000	43,524
BURNET CISD	13	3,334	230	34,505	38,213	43,466	46,865	49,440	54,590	30	250	45,000
CALALLEN ISD	02	3,600	242	37,400	39,900	41,475	46,812	51,097	54,362	35	1,000	45,741
CASTLEBERRY ISD	11	3,632	218	45,319	45,407	45,969	49,350	53,257	60,167	30	1,000	49,350
CHAPEL HILL ISD-SMITH COUNTY	07	3,198	238	37,150	38,950	41,550	45,050	48,450	52,250	28		43,054
COLUMBIA-BRAZORIA ISD	04	3,073	206	42,100	43,400	44,400	45,800	48,300	57,300	44	500	45,605
ELGIN ISD	13	3,970	246	39,722	42,742	45,792	48,802	51,782	54,532	25	1,500	42,000
FLORESVILLE ISD	20	3,800	275	41,000	42,000	44,500	48,000	50,000	54,300	31	500	48,000
HUFFMAN ISD	04	3,164	190	41,500	42,867	44,737	47,120	50,293	55,403	28	1,000	45,635
KAUFMAN ISD	10	3,700	275	36,800	39,549	43,182	46,932	50,682	54,432	25		42,166
KENNEDALE ISD	11	3,140	209	46,864	48,888	50,704	53,132	56,764	65,132	31	1,000	52,390
KILGORE ISD	07	3,800	295	32,100	35,200	40,000	44,000	47,500	47,500	23		42,248
KINGSVILLE ISD	02	3,965	270	33,311	36,768	39,168	42,633	46,533	53,164	32	500	41,716
LAMPASAS ISD	12	3,389	225	34,608	38,146	40,820	45,087	49,857	55,449	31	500	43,672
LITTLE CYPRESS MAURICEVILLE CISD	05	3,630	266	34,000	37,500	41,000	45,000	49,000	55,552	37	1,200	42,308
LOVEJOY ISD	10	3,225	260	44,786	46,431	48,186	50,632	53,336	58,935	30	1,000	50,632
LUMBERTON ISD	05	3,893	261	32,650	35,580	40,380	44,410	47,450	52,475	32	1,000	42,062
MEDINA VALLEY ISD	20	3,393	215	43,500	44,000	45,025	49,025	53,185	53,185	20	1,000	48,116



2009 Teacher Salary Comparison Report\*  
 Report ID = Statewide Teacher Salary Comparison  
 Report Created: 4/15/2010 12:57:47 PM  
 Enrollment Selection: 3,000 to 4,000  
 ESC Selection: All

MINERAL WELLS ISD	11	3,500	279	30,020	34,260	39,740	43,860	46,970	46,970	20	1,000	41,233
PALESTINE ISD	07	3,256	243	31,675	35,915	41,395	45,515	48,625	52,875	37		41,041
PAMPA ISD	16	3,457	264	37,800	38,700	41,300	44,670	48,290	51,580	30	1,000	43,496
PARIS ISD	08	3,724	316	29,800	33,685	39,145	43,300	46,460	49,760	27	300	39,641
PLEASANTON ISD	20	3,448	261	37,600	39,600	41,600	43,600	47,800	53,300	29	1,000	45,450
ROBSTOWN ISD	02	3,364	244	33,563	34,813	40,936	45,745	49,433	51,305	25	500	40,000
SAN ELIZARIO ISD	19	3,900	260	41,300	44,061	46,527	49,802	52,826	56,696	35	1,200	49,802
SOMERSET ISD	20	3,684	233	43,397	44,040	45,070	50,220	53,310	55,576	25	1,500	46,750
SOUTH TEXAS ISD	01	3,090	225	39,600	43,820	49,300	53,420	56,530	59,530	27	1,300	51,940
SPLENDORA ISD	06	3,376	229	41,000	42,989	44,932	47,887	51,012	54,137	32	1,000	45,380
SPRINGTOWN ISD	11	3,529	248	39,300	40,550	42,950	46,700	50,450	54,450	28	1,000	44,617
STAFFORD MUNICIPAL SCHOOL DISTRICT	04	3,142	210	44,100	45,000	47,000	49,900	53,400	53,400	31	1,000	48,000
STEPHENVILLE ISD	11	3,563	237	33,554	37,794	43,274	47,394	50,504	52,004	26	800	49,174
TAYLOR ISD	13	3,187	219	38,000	40,980	43,520	46,020	49,770	55,090	30	500	43,892
TULOSO-MIDWAY ISD	02	3,414	225	39,056	40,806	44,306	48,562	52,856	53,206	21	1,000	46,009
WYLIE ISD-TAYLOR COUNTY	14	3,274	208	31,200	34,680	40,210	44,300	47,470	51,670	40	1,000	38,000
ZAPATA COUNTY ISD	01	3,668	253	41,000	42,760	46,375	50,495	54,810	58,920	30	1,000	47,693

\* Reported salary amounts are for 10-month teachers with bachelor's degree.



2009 Teacher Salary Comparison Report\*  
 Report ID = Regional Teacher Salary Comparisons  
 Report Created: 4/15/2010 1:05:03 PM  
 Enrollment Selection: 3,000 to 4,000  
 ESC Selection: Multiple

District	ESC	Enroll	Teacher Count	0-Year Salary	5-Year Salary	10-Year Salary	15-Year Salary	20-Year Salary	Schedule Maximum	Highest Exp Step	Master's Degree	Average Teacher Salary
EL CAMPO ISD	03	3,472	270	40,820	43,400	45,500	48,180	52,310	55,710	25	1,230	48,820
Market Median		3,431	240	37,800	40,353	43,493	46,416	49,885	53,769	30	1,000	45,190
Comparison to Median				108.%	107.6%	104.6%	103.8%	104.9%	103.6%			
Dollar Difference				3,020	3,047	2,007	1,764	2,425	1,942			
ARANSAS COUNTY ISD	02	3,140	243	37,330	39,830	42,330	44,830	48,330	50,430	30	1,000	42,850
BAY CITY ISD	03	3,850	320	36,528	38,433	41,283	43,033	45,663	45,663	20	700	42,085
BEEVILLE ISD	02	3,505	237	35,000	36,801	40,651	45,911	50,001	52,521	24	500	44,800
BURNET CISD	13	3,334	230	34,505	38,213	43,466	46,865	49,440	54,590	30	250	45,000
CALALLEN ISD	02	3,600	242	37,400	39,900	41,475	46,812	51,097	54,362	35	1,000	45,741
COLUMBIA-BRAZORIA ISD	04	3,073	206	42,100	43,400	44,400	45,800	48,300	57,300	44	500	45,605
ELGIN ISD	13	3,970	246	39,722	42,742	45,792	48,802	51,782	54,532	25	1,500	42,000
FLORESVILLE ISD	20	3,800	275	41,000	42,000	44,500	48,000	50,000	54,300	31	500	48,000
HUFFMAN ISD	04	3,164	190	41,500	42,867	44,737	47,120	50,293	55,403	28	1,000	45,635
KINGSVILLE ISD	02	3,965	270	33,311	36,768	39,168	42,633	46,533	53,164	32	500	41,716
LITTLE CYPRESS-MAURICEVILLE CISD	05	3,630	266	34,000	37,500	41,000	45,000	49,000	55,552	37	1,200	42,308
LUMBERTON ISD	05	3,893	261	32,650	35,580	40,380	44,410	47,450	52,475	32	1,000	42,062
MEDINA VALLEY ISD	20	3,393	215	43,500	44,000	45,025	49,025	53,185	53,185	20	1,000	48,116
PLEASANTON ISD	20	3,448	261	37,600	39,600	41,600	43,600	47,800	53,300	29	1,000	45,450
ROBSTOWN ISD	02	3,364	244	33,563	34,813	40,936	45,745	49,433	51,305	25	500	40,000
SOMERSET ISD	20	3,684	233	43,397	44,040	45,070	50,220	53,310	55,576	25	1,500	46,750
SPLENDORA ISD	06	3,376	229	41,000	42,989	44,932	47,887	51,012	54,137	32	1,000	45,380
STAFFORD MUNICIPAL SCHOOL DISTRICT	04	3,142	210	44,100	45,000	47,000	49,900	53,400	53,400	31	1,000	48,000
TAYLOR ISD	13	3,187	219	38,000	40,980	43,520	46,020	49,770	55,090	30	500	43,892
TULOSO-MIDWAY ISD	02	3,414	225	39,056	40,806	44,306	48,562	52,856	53,206	21	1,000	46,009

\* Reported salary amounts are for 10-month teachers with bachelor's degree.

**Agenda Item Summary Sheet (4 D.1)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Discussion Only***

<b>Consent Agenda</b>	Special Education Program Improvement Plan
<b>Summary</b>	Last month the Board approved the annual evaluation of our Special Education Program. Based upon the self-evaluation of the program a program improvement plan has been developed.
<b>ECISD Board Policy</b>	EHBA, SPECIAL PROGRAMS: SPECIAL EDUCATION STUDENTS
<b>Effective Date</b>	April 20, 2010
<b>Previous Board Action</b>	Last month the Board heard the annual evaluation of the District's Special Education Program.
<b>Future Action Expected</b>	The Board will evaluate the Special Education Program again in March 2011, and a program improvement plan will be developed and presented to the Board in April, 2011.
<b>Background Information and Significant Issues</b>	<p>The Special Education Program Improvement Plan has the following goals and objectives:</p> <p>Goal 1: Each Special Education student will be provided the opportunity to attain their full academic potential.</p> <ol style="list-style-type: none"><li>1. Objective 1: By the Spring of 2011, all Special Education students will show improvement on the TAKS, TAKS A, TAKS M, or TAKS ALT assessment.</li><li>2. Objective 2: By the Spring of 2011, identified "at risk" students will have the opportunity to increase their academic performance through a variety of interventions.</li><li>3. Objective 3: Provide educational consultants to assist in staff development in areas of RTI (academic and behavior) and inclusion.</li></ol>
<b>Fiscal Impact</b>	Please refer to plan.
<b>Student and Public Benefit</b>	Program evaluation and improvement planning will provide an environment of continuous improvement of all programs for all students.

<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• <i>Special Education Program Improvement Plan 2010-2011</i></li> </ul>
<b>Contact Person(s)</b>	<p>Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction</p> <p>Dan Hammock, Director of Special Education</p>
<b>Action Required</b>	None.
<b>Superintendent's Recommendation</b>	<p>This is an information item only. No action required.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

## ECISD Special Education Improvement Plan 2010-2011

Goal: Each Special Education student will be provided the opportunity to attain their full academic potential.

Objective 1: By the spring of 2011, all Special Education students will show improvement on the TAKS, TAKS A, TAKS M or TAKS ALT assessment.

Activity/Strategy	Person Responsible	Timeline	Resources Needed	Cost Estimate	Formative Evaluation	Summative Evaluation																								
1. Provide updated training for all staff at each campus on the ARD Decision Making Process and Standards Based IEP's. (from Region XX)	Dan Hammock, Dir. of Special Education Cheryl Roitsch, Sp. Ed. Coord. Principals	<table style="border-collapse: collapse; margin: 0 auto;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td>X</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>	A	S	O	N	D	J	X						F	M	A	M	J	J							Region III Staff Special Education Staff Campus calendar for training Region XX staff	None.	Scheduled meetings. Agenda. Sign-in sheets.	100% of staff trained.
A	S	O	N	D	J																									
X																														
F	M	A	M	J	J																									
2. All Special Education staff will disaggregate and interpret test scores so that the analysis can then be utilized to make sound instructional decisions.	Dan Hammock, Dir. of Special Education Cheryl Roitsch, Sp. Ed. Coord. Principals	<table style="border-collapse: collapse; margin: 0 auto;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td></td><td>X</td><td></td><td>X</td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td>X</td><td></td><td></td><td></td></tr> </table>	A	S	O	N	D	J		X		X			F	M	A	M	J	J			X				Tana Martin, District Testing Coordinator Special Education Staff	None.	Benchmark Results. Disaggregated Data.	Increased performance on TAKS tests by each student.
A	S	O	N	D	J																									
	X		X																											
F	M	A	M	J	J																									
		X																												
3. Continue to provide training for all staff in the use of appropriate accommodations necessary for State assessments.	Dan Hammock, Dir. of Special Education Cheryl Roitsch, Sp. Ed. Coord. Principals	<table style="border-collapse: collapse; margin: 0 auto;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td></td><td>X</td><td></td><td></td><td>X</td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td>X</td><td></td><td></td><td></td><td></td></tr> </table>	A	S	O	N	D	J		X			X		F	M	A	M	J	J		X					Diagnosticians District Testing Coordinator	None.	Agenda. Sign-in sheet.	Increased performance on State assessments.
A	S	O	N	D	J																									
	X			X																										
F	M	A	M	J	J																									
	X																													

## ECISD Special Education Improvement Plan 2010-2011

Objective 2: By the spring of 2011, identified "at risk" students will have the opportunity to increase their academic performance through a variety of interventions.

Activity/Strategy	Person Responsible	Timeline	Resources Needed	Cost Estimate	Formative Evaluation	Summative Evaluation																								
1. Continue to offer a Speech (Language Development) class for grades K-1 during the summer of 2009.	Dan Hammock, Dir. of Special Education Liz Graves, Myatt Principal	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td> </tr> <tr> <td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td> </tr> <tr> <td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td> </tr> <tr> <td>X</td><td>X</td><td>X</td><td>X</td><td></td><td></td> </tr> </table>	A	S	O	N	D	J	X	X	X	X	X	X	F	M	A	M	J	J	X	X	X	X			Carolyn Gordon, Assistant Superintendent for Instruction	Special Education funds.	List of students. Class Schedule.	Decrease in Speech referrals for the 2009-2010 school year
A	S	O	N	D	J																									
X	X	X	X	X	X																									
F	M	A	M	J	J																									
X	X	X	X																											
2. Each campus will have additional training on the Response to Intervention Model.	Cheryl Roitsch, Sp. Ed. Coord. All Campus Principals	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td> </tr> <tr> <td>X</td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	A	S	O	N	D	J	X						F	M	A	M	J	J							Region III, Educational Consultants	Special Education funds and local funds.	Agendas. Sign In Sheets.	Decrease in Special Education Referrals. Increase in research based interventions for "at risk" students.
A	S	O	N	D	J																									
X																														
F	M	A	M	J	J																									

## ECISD Special Education Improvement Plan 2010-2011

Objective 3: Provide educational consultants to assist in staff development in areas of RTI (academic and behavior) and inclusion.

Activity/Strategy	Person Responsible	Timeline	Resources Needed	Cost Estimate	Formative Evaluation	Summative Evaluation																								
1. Continue to provide staff development for inclusion of students with disabilities in order to allow access to the general curriculum in the least restrictive placement.	Dan Hammock, Dir. of Special Education Cheryl Roitsch, Sp. Ed. Coord. Principals	<table style="border-collapse: collapse; margin: auto;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td>X</td><td>X</td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td>X</td><td>X</td><td></td><td></td><td>X</td><td></td></tr> </table>	A	S	O	N	D	J	X	X					F	M	A	M	J	J	X	X			X		Carolyn Gordon, Assistant Superintendent for Instruction Educational Consultants	Special Education funds.	List of students. Teacher class schedule.	Increase in the # of code 40's (PEIMS report) for the 2009- 2010 school year.
A	S	O	N	D	J																									
X	X																													
F	M	A	M	J	J																									
X	X			X																										
2. Each campus will have on-site consultative assistance in RTI (academic and behavioral).	Cheryl Roitsch, Sp. Ed. Coord. Principals	<table style="border-collapse: collapse; margin: auto;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr> </table>	A	S	O	N	D	J	X		X				F	M	A	M	J	J	X		X				Carolyn Gordon, Assistant Superintendent for Instruction. Region III Ed. Consultants	Special Education funds and local funds.	Agendas Sign In Sheets At risk student lists.	Interventions for "at risk" students.
A	S	O	N	D	J																									
X		X																												
F	M	A	M	J	J																									
X		X																												
3. At risk students will be identified by using a specific screening instrument.	Cheryl Roitsch, Sp. Ed. Coord. Principals	<table style="border-collapse: collapse; margin: auto;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td>X</td><td></td><td></td><td></td><td></td><td>X</td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td>X</td><td></td><td></td><td></td></tr> </table>	A	S	O	N	D	J	X					X	F	M	A	M	J	J			X				I-Station Aims-Web Behavior Screen State and common assessments	Special Education funds and local funds.	Agendas Sign In Sheets At risk student lists.	Identification of "at risk" students.
A	S	O	N	D	J																									
X					X																									
F	M	A	M	J	J																									
		X																												
4. Diagnosticians will consult and collaborate with Campus RTI teams to verify information needed for a "good" referral to Special Education.	Dan Hammock Cheryl Roitsch Principals Diagnosticians	<table style="border-collapse: collapse; margin: auto;"> <tr><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td></tr> <tr><td>X</td><td></td><td></td><td></td><td></td><td>X</td></tr> <tr><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td></tr> <tr><td></td><td></td><td>X</td><td></td><td></td><td></td></tr> </table>	A	S	O	N	D	J	X					X	F	M	A	M	J	J			X				RTI/Special Education Referral Forms	None	Agendas Sign In Sheets At risk student lists. Referrals	Special Education Referrals
A	S	O	N	D	J																									
X					X																									
F	M	A	M	J	J																									
		X																												

**Business and Operations**

Proposed Capital Improvements and Preventive Maintenance Plan Priorities

**Summary**

Each year as we begin to work on developing the following fiscal year's budget we try to consider the capital improvement facility needs that should be addressed. There are currently four capital improvement projects under consideration in addition to the improvements to the high school auditorium and projects identified in the district's preventive maintenance plan.

**Capital Improvement Projects**

1. Auditorium Roof – We currently are seeking competitive sealed proposals to replace the auditorium roof. Depending on the roofing system selected this project could range from \$50,000 to \$100,000. We will have a proposal for the Board's consideration at next month's meeting.
2. Replacement of the Ricebird Gymnasium Hardwood Floor and Remediation to Prevent Moisture Infiltration. We are preparing requests for competitive sealed proposals for this project. Depending on the quality of floor selected, the floor alone could be \$100,000 to \$110,000. This does not include any work to prevent future moisture infiltration; nor does it include repair or replacement of bleachers.
3. Replacement and addition of canopies in the student bus loading area and parent drop-off/pick-up areas at Myatt Elementary School. We have an estimate for this work of \$258,790. (Note: the scope of this project could be scaled back.) An estimate from Dura Pier to do this work under a job order contract is included in the attachments.
4. Acoustical treatment to the main gymnasium at El Campo Middle School. I do not have a proposed solution nor cost estimate for this project at this time.

**Auditorium Upgrades**

The following is a priority list of upgrades to the auditorium that was developed by the administration and Fine Arts Department faculty members:

1. Lighting
2. Sound System
3. Sound and Light Booth
4. Video Screen
5. Stage Floor and Proscenium

6. Auditorium Seating
7. Running Water and Backstage Restrooms
8. Loading Dock
9. Auditorium Lobby and Other Entrances
10. Backstage Shop Area and Storage
11. Cosmetics

A cost estimate to completely get the auditorium to where we want it to be is \$1,533,955.24. This includes making the facility ADA compliant. Any changes to restrooms, seating, or the stage (basically anything except sound and lighting) are going to require significant upgrades to meet the standards prescribed by the American with Disabilities Act.

In the attachments is a priority list developed by the Fine Arts Department faculty and a Scope of Work with cost estimates developed by RWS Architects.

### **Preventive Maintenance Plan**

Finally, last fall the Board approved a Facilities Preventive Maintenance Plan for the district developed by LANWalton. A Facilities Preventive Maintenance Plan is a tool intended to assist owners in the management of facilities year to year.

The most effective and cost efficient strategy available in regular facility maintenance is preventive maintenance, defined as “systematic inspection, detection, correction, and prevention of incipient failures” and contrasted with corrective maintenance. In laymen’s terms, the difference between preventive and corrective maintenance is the former includes maintenance activity to prevent failure while the latter includes maintenance activity to address experienced failure.

The goal of preventive maintenance is to repair system components (i.e., belts, bearings) or replace entire facility systems (i.e., floor coverings or wall finishes) prior to their failure. This is a totally different mindset from the idea “*if it ain’t broke don’t fix it;*” and it is difficult to spend limited funds on items that are currently working without significant problems.

The PM Plan developed by LANWalton noted the following: *“Following the methodology of collecting data, compiling a database, and projecting maintenance needs, it became evident a maintenance backlog exists among District assets. The term backlog is not meant as criticism for the District but rather simply indicates some preventive maintenance activity has been deferred over time. With a backlog on hand it is very likely need (or maintenance recommended) exceed available funding; therefore, a critical exercise to then undertake is the prioritization of maintenance requirements.”*

To assist with this prioritization the PM Plan used a set of predefined priorities to mathematically come up with an objective

ranking. It is now important that we take this prioritized list and do a subjective analysis to determine which projects present the greatest need at this time. (A copy of the objective prioritization is included with attachments.)

<b>ECISD Board Policy</b>	CLB (LOCAL), BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT MAINTENANCE
<b>Effective Date</b>	April 20, 2010
<b>Previous Board Action</b>	<p>The Board previously approved a District Preventive Maintenance Plan, and authorized the administration to seek competitive sealed proposals for reroofing the high school auditorium and replacing the hardwood floor in Ricebird Gymnasium.</p> <p>The Board has also approved the purchase of new curtains for the high school auditorium.</p>
<b>Future Action Expected</b>	<p>Consider competitive sealed proposals for reroofing the auditorium and replacing the hardwood floor in Ricebird Gymnasium;</p> <p>Consider improvements for the high school auditorium; and</p> <p>Prioritize and consider funding other projects in the District's Preventive Maintenance Plan.</p>
<b>Background Information and Significant Issues</b>	All significant issues addressed in Summary.
<b>Fiscal Impact</b>	Unknown at this time. Depends on projected costs of projects and funds available.
<b>Student and Public Benefit</b>	Taking a proactive approach to improving and maintaining facilities is much more cost effective than deferred maintenance.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.

**Other Comments and Related Issues**

*According to policy The Superintendent shall establish procedures for the periodic re-evaluation of all District facilities, as well as for the maintenance of plants and equipment, through a continuous program of repair and reconditioning. All school facilities shall conform at all times to local, state, and federal laws, codes, and policies.*

**Attachments**

- Quote from Dura Pier to Replace and Add Canopies at Myatt Elementary
- High School Auditorium Project Priority List and Scope of Work
- Prioritized List of 2011 Projects in the District's PM PLa

**Contact Person(s)**

David Bright, Assistant Superintendent for Finance and Operations

**Action Required**

No action required.

**Superintendent's Recommendation**

This is a discussion item only.  
**Mark Pool, Superintendent of Schools**



April 8, 2010  
Ltr. No.: 10-0418-GR

David Bright  
Assistant Superintendent for Finance  
El Campo ISD  
700 West Norris  
El Campo, Texas 77437

Contract No. 06/035JC Harris County Department of Education  
Subject: Job Order Proposal for RFP 03-241-903-0514

Project Location: El Campo ISD - Myatt E.S.  
Project Title: Install Extruded Aluminum Canopies

Dear Mr. Bright

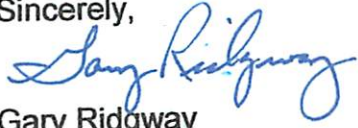
Enclosed is our firm fixed price proposal for the above subject RFP. The proposal was prepared using the following data:

Pricing is per attached scope and RS Means 2009 Facilities Construction Cost Data

The net costs adjusted to CCI is	\$ 304,190.00
The normal hour coefficient deduction is	<u>(\$ 51,712.00)</u>
The proposed price prior to bonding is	\$ 252,478.00
The <i>reimbursable</i> bond cost is	<u>\$ 6,312.00</u>
<b>The Grand Total Fixed Price is</b>	<b>\$ 258,790 .00</b>

The proposed project duration is 60 days after award.  
This proposal is good for 30 days from the above date.

Please direct any questions to Gary Ridgway or Tracy Foster at (713) 337-5700.

Sincerely,  
  
Gary Ridgway  
Project General Manager

Attachments: scope, sketch, estimate

Notice to Proceed (NTP) Approved by: \_\_\_\_\_ Date: \_\_\_\_\_



April 8, 2010

## **SCOPE OF WORK**

LOCATION: El Campo ISD Myatt ES  
PROJECT NAME: New Extruded Aluminum Canopies  
RFP: 03-241-903-0514

### **Project Summary:**

Dura Pier Facility Services, LTD will provide all labor, material, and equipment to install new extruded aluminum canopies at the main entrance and west entrance of Myatt ES as per sketch and job walk on March 11, 2010. Scope includes additional concrete slab and sidewalks. The detailed scope is as follows:

### **Demolition Details**

1. Demo existing steel canopies and dispose off-site per local and State codes.
2. Remove or chip any cut off post below existing concrete grade and cap with grout or suitable materials.

### **Detailed New Installation Scope:**

1. Layout new canopies for customer approval prior to installation. Canopy height to be confirmed with El Campo ISD prior to installation.
2. Layout new concrete slabs and sidewalks for customer approval prior to installation.
3. Form approximately 1,742 Sq Ft of new concrete slabs and sidewalks, fine grade, install # 3 rebar on 16" center, place 3,000 psi concrete and broom finish to match existing. Strip forms and clean up all spoils.
4. Install approximately 5,256 Sq Ft of extruded aluminum canopies with 6" post and gutters as necessary. Exact canopy height to be coordinated with El Campo ISD prior to installation.
5. Clean the entire are and allow for client inspection.

### **Qualifications:**

1. No removal or handling of any hazardous materials is included in this proposal.
2. All work will be performed per local, State and National building codes.
3. All new materials and labor is warranted for 1 year unless otherwise agreed upon.

RFP 0514

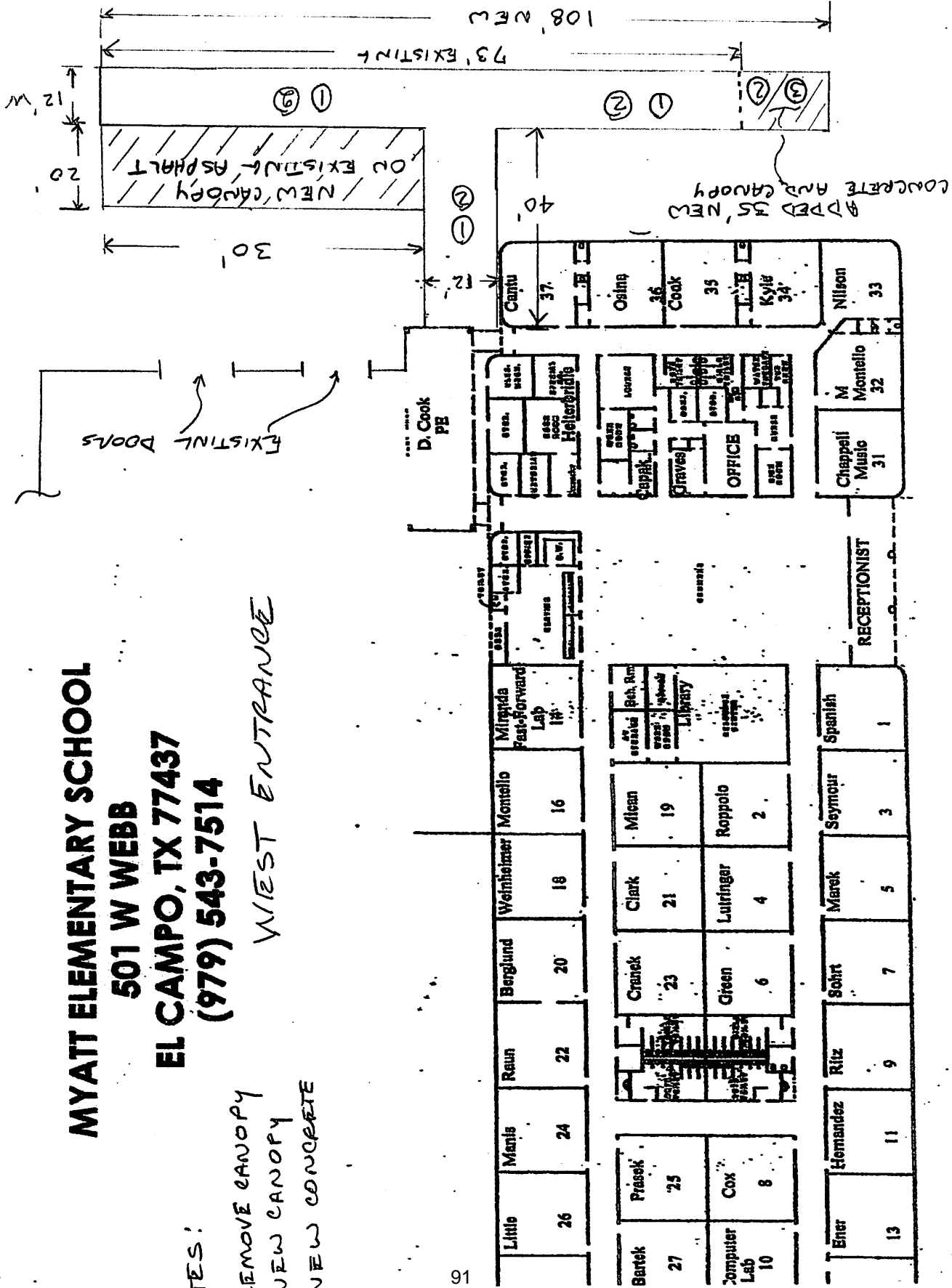
**MYATT ELEMENTARY SCHOOL**

**501 W WEBB  
EL CAMPO, TX 77437  
(979) 543-7514**

*WEST ENTRANCE*

**NOTES:**

- ① REMOVE CANOPY
- ② NEW CANOPY
- ③ NEW CONCRETE

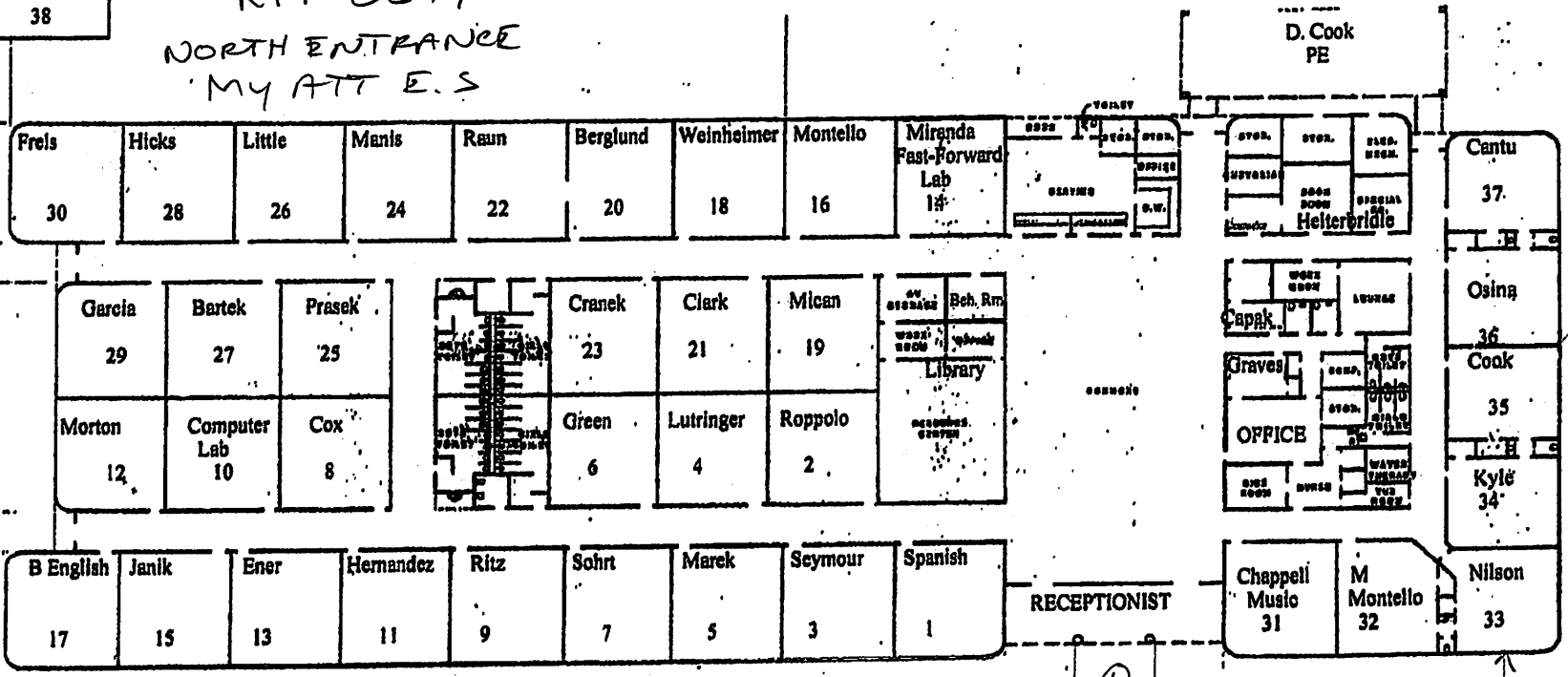


5 NOT TO SCALE  
 ALL MEASUREMENTS + -  
 FRONT OF SCHOOL (NORTH)

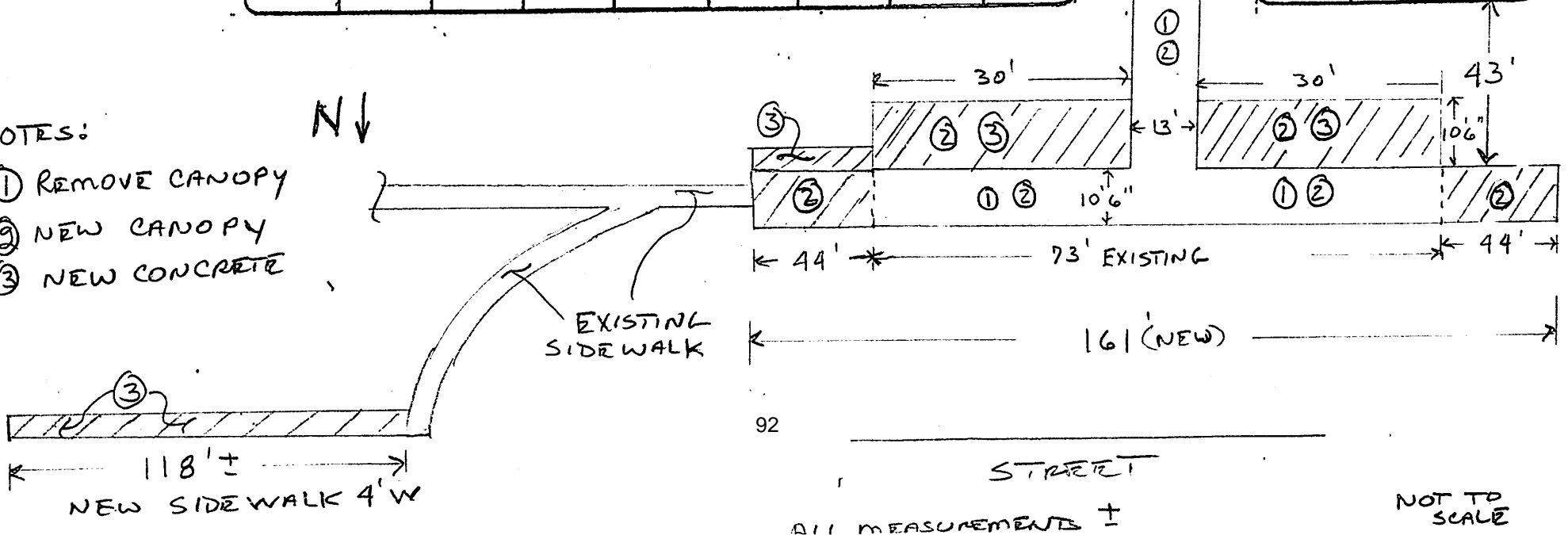
Science Lab 43	39
Biskup Resource Bilingual Ramirez	Richter 38
Pletsch Lezak 41 1Grd Reading	
Harrison Reading K 40	

MYATT E.S.

RFP 0514  
NORTH ENTRANCE  
MYATT E.S.



- NOTES:
- ① REMOVE CANOPY
  - ② NEW CANOPY
  - ③ NEW CONCRETE



NOT TO SCALE

# Auditorium Priority List

## 1 Lighting

Use current ETC Ion Lighting Control purchased last fiscal year. Use the two dimmer packs currently in use for the theatre lights for house lights. Replace old theatre lighting with new fixtures. Replace house lights that can be dimmed from the lighting controller. Move lights on the trees further back to enhance proper distribution of light from less extreme angle. With new and brighter lights, new follow spots will be necessary to overcome this light level. Build lighting and sound booth in the rear of the auditorium to accommodate lighting controllers, sound system control, and follow spot control.

## 2 Sound System

Upgrade sound system to include main speaker arrays to properly fill sound in the rear sections of the auditorium. Upgrade the mixing console to 32-48 channels accommodate the use of additional wireless microphones for musicals and theatrical productions. Install backstage monitor speakers and well as monitors in dressing rooms. Purchase additional headset wireless microphones as funds become available and / or technology changes. Build sound and lighting booth in the rear of the auditorium to accommodate the sound mixing console and equipment as well as lighting controllers.

## 3 Sound / Lighting Booth

Build lighting and sound booth in the rear of the auditorium to accommodate lighting controllers, sound system control, and follow spot control. Sound booth needs to be as opening to the audience as possible for sound technician to properly hear for proper mixing.

## 4 Video Screen

Install 24" x 12.5' electric projection screen. This screen was purchased about 3 years ago and has been sitting there ever since. Purchase and install video projector with proper lens to front project to the screen

## 5 Stage Floor / Proscenium

Completely remodel the stage floor with hardwood on the apron of the stage and black flooring for the stage behind the grand drape. Get rid of the carpet on the apron of the stage to make it more sound and dance friendly. Redo proscenium as discussed by architect.

## 6 Auditorium Seating

Replace auditorium seating

## 7 Running Water and Backstage Restrooms

## 8 Loading Dock

Make the loading dock truck and/or bus accessible with ample room to navigate in and out without major difficulties

## 9 Auditorium Lobby and Other Entrances

Remodel lobby to include ticket booth, trophy/display cases, sound isolation doorways to prevent sound leaking into the auditorium from the lobby area. Create an entrance that allows crowd control in a more efficient manner.

## 10 Backstage Shop Area and Storage

## 11 Cosmetics

Re-paint, replace paneling, or remodel side and back walls. Redo proscenium

## Scope of Work for El Campo Auditorium

April 1, 2010

### Stage Upgrades (Category Code SU)

1. New Stage Curtain by Owner
2. Proscenium Opening revisions to wood panels and the EC which would carry the wood panels with Acoustical around the room.
3. Remove the front portion of the stage – take out the ramp and replace with wood. (SU-3, SU-3-Stage Floor, SU-3-Masonite Floor)
4. Replace the house lighting backs stage for band concerts.
5. Speaker Cluster concealed in ceiling furring. Including Sound System Up-grade (70K)
6. Provide for Set Storage (SU-6-1), Costume Storage (SU-6-2), and Set Construction back stage (SU-6-3).

### Auditorium Seating Area Revisions (Category Code ASR)

1. Remove seating sections at front to provide cross aisle and handicap seating.
2. Remove rear section of seating to provide control booth and lighting. Booth to be open at sound booth and closed at lighting section with door between sections. Provide side platforms for follow spots at rear of auditorium. Provide plug-in at handicap seating for operation of lighting and sound from handicap location.
3. Replace the existing house lights with fluorescent can lights.
4. Provide better access to Catwalk above or provide light batten that is motorized for adjusting.
5. Install aisle lighting to meet code.
6. Alternate price for seat replacement.
7. Sound System must include assistive listening devices.
8. Provide wood/acoustical panel system with wall sconces to continue the architectural renovation to the interior wall surfaces matching the front of the stage.

### Auditorium Entry and Restroom Facilities (Category Code AERF)

1. Renovation of existing restrooms to be accessible and meet TAS requirements (AERF-1-M, AERF-1-W).
2. Provide for display of awards and ticket booth.
3. Provide dressing rooms and restrooms back stage(AERF-3-M, AERF-3-W).

### MEP Revisions (Category Code MEP)

1. Electrical Lighting Panels include new lights on motorized battens and dimmer racks.
2. Possible outside Air Unit needs to be added to each of the existing roof top units to meet ASHRE Standards.

**Exterior Renovations (Category Code ER)**

- 1. Loading Dock –removable bollards and concrete drive.**
- 2. Door and Hardware Allowances.**

El Campo ISD  
Auditorium Upgrades  
April 5, 2010

Category Code	Square Footage/Unit Cost	Cost	Extension
SU-1	By Owner		
SU-2	832	\$105.00	\$87,360.00
SU-3	260	\$105.00	\$27,300.00
SU-3-SF	543	\$19.25	\$10,452.75
SU-3-MF	2652	\$17.25	\$45,747.00
SU-4	2686	\$4.50	\$12,087.00
SU-5	484	\$37.50	\$88,150.00
SU-6-1	100	\$40.00	\$4,000.00
SU-6-2	300	\$46.65	\$13,995.00
SU-6-3	200	\$40.00	\$8,000.00
ASR-1	276	\$50.00	\$13,800.00
ASR-2	280	\$100.00	\$28,000.00
ASR-3	8972	\$7.50	\$67,290.00
ASR-4	617	\$95.00	\$58,615.00
ASR-5	8972	\$2.78	\$24,942.16
ASR-6	900	\$145.00	\$130,500.00
ASR-7	8972	\$1.01	\$9,061.72
ASR-8	3360	\$75.00	\$252,000.00
AERF-1-M	200	\$135.00	\$27,000.00
AERF-1-W	300	\$135.00	\$40,500.00
AERF-2	180	\$105.00	\$18,900.00
AERF-3-M	138	\$135.00	\$18,630.00
AERF-3-W	138	\$135.00	\$18,630.00
MEP-1	1	\$200,000.00	\$200,000.00
MEP-2	2	\$10,000.00	\$20,000.00
ER-1	1500	\$12.25	\$18,375.00
ER-2	1	\$43,000.00	\$43,000.00
			\$1,286,335.63
Contractor Mark-up and General Conditions at 19.25%			<u>\$247,619.61</u>
			\$1,533,955.24

**El Campo Independent School District  
District Asset Summary**

Project Ranking	Campus	Building	Function	System	Installation Year	Renewal Year	Quantity	Renewal Cost
2.05	High School	Athletics - Press Box (Home)	Structural	Replacement (Press Box)	1962	2011	LS 1	\$ 250,493
2.05	High School	Athletics - Press Box (Visitors)	Structural	Replacement (Press Box)	1962	2011	LS 1	\$ 250,493
2.02	High School	Athletics - Restroom (Home)	Structural	Renovation	1952	2011	SF 2,380	\$ 298,086
1.84	High School	Athletics - Restroom (Home)	Roofing	Metal: Premanufactured Architectural Roof Panels**	1952	2011	SF 2,380	\$ 9,243
1.95	High School	CVAE & AG	Structural	Renovation	1952	2011	SF 5,000	\$ 500,985
1.93	High School	Mechanical	Structural	Renovation	1952	2011	SF 2,000	\$ 150,296
1.91	High School	Kitchen/Cafeteria	Structural	Renovation	1952	2011	SF 9,840	\$ 1,232,424
1.34	High School	Athletics - Restroom (Home)	Electrical	Power Panels: 120/240 V	1952	2011	Each 2	\$ 4,913
1.91	High School	Auditorium	Structural	Renovation	1952	2011	SF 12,672	\$ 1,587,122
1.90	High School	Counseling Building	Structural	Renovation	1952	2011	SF 5,736	\$ 718,413
1.90	High School	Building C	Structural	Renovation	1952	2011	SF 10,842	\$ 1,357,921
1.85	High School	Library	Structural	Renovation	1952	2011	SF 6,696	\$ 670,920
1.27	High School	CVAE & AG	Electrical	Electric Transformers: Dry Type	1952	2011	Each 1	\$ 64,521
1.27	High School	CVAE & AG	Electrical	Power Panels: 120/240 V	1952	2011	Each 4	\$ 9,826
1.81	High School	Athletics - Lawn Shop	Structural	Facade: Windows	1952	2011	SF 75	\$ 4,674
1.24	High School	Mechanical	Electrical	Power Panels: 120/240 V	1952	2011	Each 3	\$ 7,369
1.22	High School	Kitchen/Cafeteria	Electrical	Power Panels: 120/240 V	1952	2011	Each 2	\$ 4,913
1.23	High School	Auditorium	Electrical	Power Panels: 120/240 V	1952	2011	Each 4	\$ 9,826
1.21	High School	Counseling Building	Electrical	Power Panels: 120/240 V	1952	2011	Each 2	\$ 4,913
1.22	High School	Building C	Electrical	Power Panels: 120/240 V	1952	2011	Each 3	\$ 7,369
1.74	High School	Athletics - Lawn Shop	Structural	Facade: Metal Curtain Wall	1952	2011	SF 4,400	\$ 17,635
1.59	High School	Auditorium	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1986	2011	SF 12,672	\$ 49,772
1.14	Hutchins Elementary	Building A	Electrical	Electric Transformers: Dry Type	1959	2011	Each 1	\$ 3,006
1.14	Hutchins Elementary	Building A	Electrical	Power Panels: 120/240 V	1959	2011	Each 3	\$ 7,369
1.71	High School	Athletics - Fieldhouse (Freshman)	Structural	Facade: Windows	1962	2011	SF 80	\$ 4,986
1.55	High School	CVAE & AG	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 5,000	\$ 19,639
1.54	High School	Kitchen/Cafeteria	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1991	2011	SF 9,840	\$ 38,649
1.10	High School	Kitchen/Cafeteria	Electrical	Electric Transformers: Dry Type	1965	2011	Each 1	\$ 3,006
1.50	High School	Building C	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 10,842	\$ 42,584
1.95	High School	CVAE & AG	HVAC	Unit Heaters: Gas	1968	2011	Each 2	\$ 3,501
1.09	Hutchins Elementary	Building B	Electrical	Electric Transformers: Dry Type	1965	2011	Each 1	\$ 3,006
1.09	Hutchins Elementary	Building B	Electrical	Power Panels: 120/240 V	1965	2011	Each 2	\$ 4,913
1.94	High School	CVAE & AG	HVAC	Fans: Propeller	1968	2011	Each 2	\$ 2,651
1.62	High School	Band Hall	Structural	Facade: Precast Panels	1974	2011	SF 11,700	\$ 202,152
1.49	Hutchins Elementary	Building B	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 25,421	\$ 99,847
1.48	Hutchins Elementary	Building A	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 24,444	\$ 96,009
1.49	Hutchins Elementary	Building C	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 10,944	\$ 42,985
1.04	High School	Library	Electrical	Power Panels: 120/240 V	1965	2011	Each 2	\$ 4,913
1.90	High School	CVAE & AG	HVAC	Fans: Ventilating Roof- Mounted	1968	2011	Each 4	\$ 9,609
1.47	High School	Library	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1992	2011	SF 6,696	\$ 26,300
1.46	High School	Athletics - Lawn Shop	Roofing	Metal: Premanufactured Architectural Roof Panels**	1952	2011	SF 7,200	\$ 27,962
1.87	High School	Athletics - Restroom (Home)	HVAC	Air Conditioner: Window Unit	1987	2011	Each 1	\$ 655
1.13	Administration Building	Main	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 4,494	\$ 17,651
0.98	High School	Auditorium	Electrical	Light Fixtures: High Pressure Sodium	1986	2011	Each 25	\$ 20,857
1.80	Myatt Elementary	Gymnasium	HVAC	Unit Heaters: Gas	1986	2011	Each 2	\$ 3,501
1.33	High School	Athletics - Fieldhouse (Freshman)	Roofing	Spray-On Polyurethane Foam Roofing: Spray-On Polyurethane	1987	2011	SF 1,625	\$ 4,885
1.28	High School	Band Hall	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 6,783	\$ 26,642
1.74	Hutchins Elementary	Gymnasium	HVAC	Unit Heaters: Gas	1989	2011	Each 4	\$ 7,001
1.31	High School	Athletics - Restroom (Visitor)	Roofing	Spray-On Polyurethane Foam Roofing: Spray-On Polyurethane	1987	2011	SF 600	\$ 1,804
1.75	Myatt Elementary	Main	HVAC	Fans: Ventilating Roof- Mounted	1988	2011	Each 6	\$ 14,414

**El Campo Independent School District  
District Asset Summary**

Project Ranking	Campus	Building	Function	System	Installation Year	Renewal Year	Quantity	Renewal Cost
0.83	High School	Administration	Electrical	Power Panels: 120/240 V	1964	2011	Each 2	\$ 4,913
1.22	High School	Administration	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 4,800	\$ 18,853
1.69	Hutchins Elementary	Gymnasium	HVAC	Fans: Ventilating Roof- Mounted	1989	2011	Each 2	\$ 4,805
0.85	Northside Elementary	Main	Electrical	Fire Alarm*	1988	2011	Each 1	\$ 2,155
1.69	Hutchins Elementary	Building C	HVAC	Roof-Top Air Conditioners: Single Zone	1989	2011	Each 5	\$ 30,075
1.67	High School	Kitchen/Cafeteria	HVAC	Air Conditioner: Window Unit	1996	2011	Each 2	\$ 1,310
0.80	High School	Band Hall	Electrical	Electric Transformers: Dry Type	1974	2011	Each 1	\$ 3,006
0.80	High School	Band Hall	Electrical	Power Panels: 120/240 V	1974	2011	Each 2	\$ 4,913
0.81	High School	Gymnasium (Old)	Electrical	Electric Transformers: Dry Type	1965	2011	Each 1	\$ 3,006
0.81	High School	Gymnasium (Old)	Electrical	Power Panels: 120/240 V	1965	2011	Each 4	\$ 9,826
1.21	High School	AVS Building	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 36,312	\$ 142,624
0.79	High School	Home Economics	Electrical	Electric Transformers: Dry Type	1968	2011	Each 1	\$ 3,006
0.79	High School	Home Economics	Electrical	Power Panels: 120/240 V	1968	2011	Each 3	\$ 7,369
0.79	High School	AVS Building	Electrical	Electric Transformers: Dry Type	1968	2011	Each 1	\$ 3,006
0.79	High School	AVS Building	Electrical	Power Panels: 120/240 V	1968	2011	Each 2	\$ 4,913
1.21	High School	Academic	Roofing	Ply Modified Bitumen (Mopped Down): Flat (Dead Level)	1995	2011	SF 47,000	\$ 184,603
0.74	Administration Building	Main	Electrical	Electric Transformers: Dry Type	1964	2011	Each 1	\$ 3,006
0.74	Administration Building	Main	Electrical	Power Panels: 120/240 V	1964	2011	Each 2	\$ 4,913
1.61	Northside Elementary	Main	HVAC	Unit Heaters: Gas	1988	2011	Each 3	\$ 5,251
1.59	Northside Elementary	Main	HVAC	Fans: Propeller	1988	2011	Each 3	\$ 3,977
0.72	High School	Athletics - Lawn Shop	Electrical	Light Fixtures: Metal Halide	1985	2011	Each 3	\$ 1,675
1.56	Northside Elementary	Main	HVAC	Fans: Ventilating Roof- Mounted	1988	2011	Each 5	\$ 12,012
1.56	Northside Elementary	Main	HVAC	Fans: Ventilating Roof- Mounted	1988	2011	Each 2	\$ 4,805
1.56	Northside Elementary	Main	HVAC	Condensers: Air-Cooled	1988	2011	Each 1	\$ 2,512
1.50	High School	Athletics - Lawn Shop	HVAC	Air Conditioner: Window Unit	1985	2011	Each 1	\$ 655
1.30	High School	Athletics - Restroom (Home)	Finishes	Walls: Painted**	1987	2011	SF 5,000	\$ 3,457
1.31	Myatt Elementary	Main	Plumbing	Hot Water Heaters: Gas Fired	1996	2011	Each 1	\$ 2,189
1.45	High School	Athletics - Fieldhouse (Varsity)	HVAC	Air Conditioner: Residential Single or Split Package	1986	2011	Each 3	\$ 15,901
1.30	Hutchins Elementary	Building C	Plumbing	Hot Water Heaters: Electric	1989	2011	Each 1	\$ 8,940
1.43	High School	Athletics - Lawn Shop	HVAC	Fans: Axial	1985	2011	Each 1	\$ 5,999
1.27	High School	Building C	Plumbing	Hot Water Heaters: Gas Fired	1992	2011	Each 1	\$ 2,189
1.28	Myatt Elementary	Main	Finishes	Flooring: Carpet - Loop Pile	1986	2011	SF 27,000	\$ 133,553
1.41	High School	Athletics - Fieldhouse (Freshman)	HVAC	Fans: Axial	1987	2011	Each 2	\$ 11,999
1.24	Hutchins Elementary	Gymnasium	Finishes	Flooring: Polyurethane	1980	2011	SF 9,100	\$ 83,347
1.24	Hutchins Elementary	Gymnasium	Finishes	Flooring: Wood	1980	2011	SF 500	\$ 4,940
1.39	High School	Industrial Arts	HVAC	Unit Heaters: Gas	1992	2011	Each 6	\$ 10,502
1.23	Hutchins Elementary	Building A	Plumbing	Hot Water Heaters: Gas Fired	1995	2011	Each 1	\$ 2,189
1.38	High School	Gymnasium (Old)	HVAC	Fans: Propeller	1992	2011	Each 6	\$ 7,954
1.25	Myatt Elementary	Main	Finishes	Flooring: Vinyl - Tile	1986	2011	SF 20,000	\$ 68,602
1.23	High School	Gymnasium (Old)	Plumbing	Hot Water Heaters: Gas Fired	1965	2011	Each 1	\$ 2,189
1.23	High School	Mechanical	Plumbing	Hot Water Heaters: Gas Fired	1999	2011	Each 2	\$ 4,378
1.37	High School	Industrial Arts	HVAC	Fans: Propeller	1992	2011	Each 4	\$ 5,303
1.36	High School	Academic	HVAC	Roof-Top Air Conditioners: Single Zone	1995	2011	Each 1	\$ 6,015
1.20	Northside Elementary	Main	Plumbing	Water Softener	1988	2011	Each 1	\$ 972
1.17	Hutchins Elementary	Gymnasium	Finishes	Ceilings: Suspended - Lay-In System	1980	2011	SF 9,500	\$ 34,934
1.18	High School	Auditorium	Finishes	Flooring: Vinyl - Tile	1986	2011	SF 1,300	\$ 4,459
1.16	Northside Elementary	Main	Plumbing	Hot Water Heaters: Gas Fired	1992	2011	Each 3	\$ 6,567
1.16	Myatt Elementary	Main	Finishes	Ceilings: Suspended - Lay-In System	1986	2011	SF 41,500	\$ 152,677
1.12	High School	Counseling Building	Finishes	Flooring: Carpet - Loop Pile	1995	2011	SF 2,100	\$ 10,387
1.26	Meadow Lane Resource Center	Main	HVAC	Fans: Ventilating Roof- Mounted	1983	2011	Each 4	\$ 9,609
1.11	Hutchins Elementary	Building B	Finishes	Flooring: Carpet - Loop Pile	1995	2011	SF 19,500	\$ 96,455

**El Campo Independent School District  
District Asset Summary**

Project Ranking	Campus	Building	Function	System	Installation Year	Renewal Year	Quantity		Renewal Cost
1.11	Hutchins Elementary	Building A	Finishes	Flooring: Carpet - Loop Pile	1995	2011	SF	11,000	\$ 54,410
1.12	Hutchins Elementary	Building C	Finishes	Flooring: Carpet - Loop Pile	1995	2011	SF	7,750	\$ 38,335
1.12	High School	Building C	Finishes	Flooring: Vinyl - Tile	1992	2011	SF	8,150	\$ 27,955
1.12	Myatt Elementary	Main	Finishes	Walls: Painted**	2001	2011	SF	130,000	\$ 89,919
1.10	High School	Library	Finishes	Flooring: Carpet - Loop Pile	1992	2011	SF	5,700	\$ 28,194
1.09	Hutchins Elementary	Building B	Finishes	Walls: Painted**	1995	2011	SF	76,500	\$ 52,889
1.09	Hutchins Elementary	Building A	Finishes	Walls: Painted**	1995	2011	SF	73,500	\$ 50,815
1.10	Hutchins Elementary	Building C	Finishes	Walls: Painted**	1995	2011	SF	29,500	\$ 20,395
1.08	High School	Kitchen/Cafeteria	Finishes	Flooring: Vinyl - Tile	1996	2011	SF	6,400	\$ 21,953
0.38	Transportation Center	Main	Electrical	Light Fixtures: Fluorescent	1981	2011	Each	120	\$ 15,639
1.09	High School	Counseling Building	Finishes	Flooring: Vinyl - Tile	1995	2011	SF	3,200	\$ 10,976
1.09	High School	Auditorium	Finishes	Ceilings: Suspended - Lay-In System	1986	2011	SF	11,500	\$ 42,308
1.08	Hutchins Elementary	Building A	Finishes	Flooring: Vinyl - Tile	1995	2011	SF	10,000	\$ 34,301
1.08	Hutchins Elementary	Building B	Finishes	Flooring: Vinyl - Tile	1995	2011	SF	5,500	\$ 18,865
1.08	Hutchins Elementary	Building C	Finishes	Flooring: Vinyl - Tile	1995	2011	SF	2,250	\$ 7,718
1.07	High School	Band Hall	Finishes	Flooring: Vinyl - Tile	1974	2011	SF	5,100	\$ 17,493
1.07	High School	Library	Finishes	Walls: Painted**	1992	2011	SF	17,900	\$ 12,375
1.03	High School	Home Economics	Finishes	Walls: Wood	1968	2011	SF	34,000	\$ 116,662
0.31	Transportation Center	Main	Electrical	Power Panels: 120/240 V	1981	2011	Each	1	\$ 2,458
1.02	Northside Elementary	Main	Finishes	Flooring: Polyurethane	1988	2011	SF	5,000	\$ 45,795
1.14	Transportation Center	Main	HVAC	Unit Heaters: Gas	1981	2011	Each	4	\$ 7,001
0.98	High School	Gymnasium (Old)	Plumbing	Hot Water Heaters: Gas Fired	1992	2011	Each	1	\$ 2,189
0.96	High School	Academic	Plumbing	Hot Water Heaters: Gas Fired	1995	2011	Each	1	\$ 2,189
0.96	Northside Elementary	Main	Finishes	Flooring: Carpet - Loop Pile	2001	2011	SF	39,000	\$ 192,909
1.09	Transportation Center	Main	HVAC	Fans: Ventilating Roof- Mounted	1981	2011	Each	2	\$ 4,805
0.94	High School	Athletics - Fieldhouse (Freshman)	Finishes	Flooring: Carpet - Broad Loom	1987	2011	SF	325	\$ 1,608
0.94	High School	Athletics - Fieldhouse (Varsity)	Finishes	Flooring: Carpet - Broad Loom	1986	2011	SF	2,275	\$ 11,253
0.94	Northside Elementary	Main	Finishes	Walls: Painted**	2001	2011	SF	189,000	\$ 130,728
1.07	Maintenance Building	Main	HVAC	Unit Heaters: Gas	1997	2011	Each	2	\$ 3,501
0.88	Administration Building	Main	Plumbing	Hot Water Heaters: Gas Fired	1995	2011	Each	1	\$ 2,189
0.88	Administration Building	Main	Plumbing	Hot Water Heaters: Gas Fired	1995	2011	Each	1	\$ 2,189
0.91	High School	Athletics - Fieldhouse (Varsity)	Finishes	Walls: Painted**	1986	2011	SF	7,200	\$ 4,978
0.88	High School	Athletics - Restroom (Visitor)	Finishes	Walls: Painted**	1987	2011	SF	490	\$ 339
0.90	High School	Athletics - Fieldhouse (Varsity)	Finishes	Flooring: Vinyl - Tile	1986	2011	SF	1,825	\$ 6,260
0.86	High School	Administration	Finishes	Walls: Vinyl Wall Covering	1991	2011	SF	9,600	\$ 19,564
0.83	High School	Administration	Finishes	Flooring: Carpet - Loop Pile	1997	2011	SF	2,200	\$ 10,882
0.84	High School	Athletics - Weight Room	Finishes	Flooring: Carpet - Broad Loom	1995	2011	SF	500	\$ 2,473
0.82	High School	Gymnasium (Old)	Finishes	Flooring: Vinyl - Tile	1992	2011	SF	2,200	\$ 7,546
0.82	High School	AVS Building	Finishes	Flooring: Carpet - Loop Pile	1997	2011	SF	9,100	\$ 45,012
0.82	High School	Academic	Finishes	Flooring: Carpet - Loop Pile	1997	2011	SF	22,000	\$ 108,821
0.79	High School	Administration	Finishes	Flooring: Vinyl - Tile	1997	2011	SF	2,200	\$ 7,546
0.81	High School	Athletics - Fieldhouse (Girls)	Finishes	Flooring: Carpet - Broad Loom	1998	2011	SF	1,600	\$ 7,914
0.81	High School	Athletics - Weight Room	Finishes	Walls: Painted**	1995	2011	SF	3,200	\$ 2,212
0.80	High School	Gymnasium (Old)	Finishes	Flooring: Wood	1992	2011	SF	4,500	\$ 44,457
0.81	High School	Athletics - Fieldhouse (Varsity)	Finishes	Ceilings: Suspended - Lay-In System	1986	2011	SF	4,550	\$ 16,739
0.79	High School	Athletics - Weight Room	Finishes	Flooring: Vinyl - Tile	1995	2011	SF	1,300	\$ 4,459
0.79	High School	AVS Building	Finishes	Flooring: Vinyl - Tile	1997	2011	SF	23,650	\$ 81,121
0.79	High School	Academic	Finishes	Flooring: Vinyl - Tile	1997	2011	SF	22,000	\$ 75,462
0.76	Meadow Lane Resource Center	Main	Finishes	Walls: Painted**	1983	2011	SF	18,600	\$ 12,859
0.75	Meadow Lane Resource Center	Main	Finishes	Flooring: Vinyl - Tile	1983	2011	SF	3,500	\$ 12,005
0.72	Administration Building	Main	Finishes	Flooring: Carpet - Loop Pile	1999	2011	SF	3,400	\$ 16,818

**El Campo Independent School District  
District Asset Summary**

Project Ranking	Campus	Building	Function	System	Installation Year	Renewal Year	Quantity		Renewal Cost
0.69	Administration Building	Main	Finishes	Flooring: Vinyl - Tile	1999	2011	SF	450	\$ 1,544
0.66	Meadow Lane Resource Center	Main	Finishes	Ceilings: Suspended - Lay-In System	1983	2011	SF	6,300	\$ 23,167
0.65	Meadow Lane Resource Center	Main	Finishes	Flooring: Carpet - Loop Pile	1997	2011	SF	3,200	\$ 15,828
0.60	Transportation Center	Main	Plumbing	Hot Water Heaters: Electric	1996	2011	Each	1	\$ 8,940
0.54	Maintenance Building	Main	Finishes	Flooring: Carpet - Loop Pile	1997	2011	SF	650	\$ 3,215
0.52	Maintenance Building	Main	Finishes	Walls: Painted**	1997	2011	SF	4,700	\$ 3,249
0.51	Maintenance Building	Main	Finishes	Flooring: Vinyl - Tile	1997	2011	SF	1,000	\$ 3,430

**Curriculum and Instruction**      Report on Implementation of Saturday School Program

**Summary**                                      On October 20, 2009, the Board approved the administration’s recommendation to change our Optional Extended Year program to a Saturday School program. The intent is to have a more proactive approach in our efforts to accelerate instruction of those students who are in danger of failing. The hope is that we will eliminate the need for remedial instruction in the summer by addressing individual student’s academic needs during the year before they had lose credit.

At this point we do not have any test scores or final grade reports to evaluate whether or not we are successful. However, through six Saturday sessions we are able to report to the Board the number of students in attendance, which is encouraging.

**ECISD Board Policy**                      EHBC (LEGAL), SPECIAL PROGRAMS:  
 COMPENSATORY/ACCELERATED SERVICES

**Effective Date**                              April 20, 2010

**Previous Board Action**                      The Board approved the implementation of our Saturday School program at the regular meeting on October 20, 2009.

**Future Action Expected**                      The Board will evaluate the Saturday School program at the regular meeting in June.

**Background Information and Significant Issues**      After six Saturday School sessions if we sum the number of students eligible and the number of students attending we can get the overall attendance percentages:

First Grade .....	72.38%
Second Grade .....	61.61%
Third Grade .....	61.08%
Fourth Grade .....	77.72%
Fifth Grade .....	80.79%
Sixth Grade .....	71.20%
Seventh Grade .....	73.77%
Eighth Grade .....	67.58%
High School .....	78.79%

<b>Fiscal Impact</b>	We will be able to provide the total cost of the Saturday School program when we report at the regular meeting in June.
<b>Student and Public Benefit</b>	Students receive the extra help and academic support they need throughout the school year rather than waiting to remediate them once they have failed and lost credit.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	Saturday School Report
<b>Contact Person(s)</b>	Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction Campus Principals
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is an information item only. <b>Mark Pool, Superintendent of Schools</b>

## SATURDAY SCHOOL REPORT

		10/24/10	11/07/09	01/09/10	01/30/10	02/13/10	03/06/10
<b>MYATT</b>							
1st Grade	Students Eligible:	23	23	54	45	45	49
	Students Attending:	20	21	36	35	28	33
	Teachers:	4	4	7	6	6	7
<b>HUTCHINS</b>							
2nd Grade	Students Eligible:	36	36	51	39	39	23
	Students Attending:	22	23	30	26	22	15
	Teachers:	3	3	3	3	3	2
3rd Grade	Students Eligible:	35	35	42	37	37	17
	Students Attending:	22	21	25	24	18	14
	Teachers:	2	2	3	3	3	1
<b>NORTHSIDE</b>							
4th Grade	Students Eligible:	22	22	36	34	34	36
	Students Attending:	21	20	22	26	23	31
	Teachers:	2	2	3	3	3	3
5th Grade	Students Eligible:	18	18	24	24	24	43
	Students Attending:	18	17	16	20	19	32
	Teachers:	3	3	3	3	3	5
<b>ECMS</b>							
6th Grade	Students Eligible:	16	16	21	14	14	20
	Students Attending:	10	11	12	11	12	16
	Teachers:	7*	7*	8*	5*	6*	5*
7th Grade	Students Eligible:	17	17	18	22	22	26
	Students Attending:	13	14	11	15	13	24
	Teachers:	7*	7*	8*	5*	6*	5*
8th Grade	Students Eligible:	24	24	33	30	30	41
	Students Attending:	16	20	19	22	16	30
	Teachers:	7*	7*	8*	5*	6*	5*

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**\*Teachers may have multiple grade levels with students grouped by content area**

**ECHS In 5 Saturday sessions, 104 students attended (out of 132 eligible students) with 8 teachers.**

**Agenda Item Summary Sheet (6 C)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Discussion Item***

**Curriculum and Instruction** Report on Proposed Welding Certification Course

**Summary** We have been looking at several ways to strengthen our Career and Technology Education program to provide additional courses in which our students can develop skills to a level where they can be certified and employable following high school. One of the new courses we plan to initiate in 2010-2011 is a welding certification course.

There is a high demand for certified welders in our community. This course will provide students the opportunity to earn a basic American Welding Society certification, which is a prerequisite to some of the additional certifications required by various employers.

**ECISD Board Policy** EHBF, SPECIAL PROGRAMS: CAREER AND TECHNOLOGY EDUCATION

**Effective Date** 2010-2011 School Year

**Previous Board Action** None.

**Future Action Expected** Approval of funding for this program.

**Background Information and Significant Issues** Please reference attached White Paper prepared by the high school administration.

**Fiscal Impact** \$33,000 has been set aside to fund the initial start-up of the program. If we were to purchase everything requested to fully equip the shop this year the estimated cost would be \$51,293; \$30,728 of that would be for welding machines.

This does not include the instructor's salary and benefits.

**Student and Public Benefit** Students will be able to develop entry level skills and obtain certification by the American Welding Society. The community will benefit from a larger work force pool.

**Procedural and Reporting Implications** None.

**Public Comments** None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	Proposed Welding Program Starting 2010-2011
<b>Contact Person(s)</b>	Rich DuBroc, El Campo High School Principal Steve Wernecke, Assistant High School Principal and CTE Coordinator
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is an information item only. <b>Mark Pool, Superintendent of Schools</b>

## **PROPOSED WELDING PROGRAM STARTING 2010/2011**

### **CURRICULUM**

The curriculum will be purchased from the American Welding Society. Books will cost 98.50/ea. We will purchase 12 for a total cost of \$1182. Mr. Hardin is attending a welding workshop at Victoria College in May and will ask the instructor about any other available curriculum that will help students pass the AWS certification. The curriculum from AWS will have to be adapted to our students, in some cases, due to lack of specialized equipment in our program. Our goal is to train every student taking the course so they may become proficient enough to obtain employment in the industry.

### **FUNDING**

Local and federal funds will be used to support the welding program. Currently there is \$33,000 set aside to fund the initial start-up of the program. We understand that all the equipment mentioned cannot be purchased initially, and some items may have to be eliminated altogether. Next year, Federal (Perkins) funds will be used to purchase any remaining equipment that cannot be purchased this year. An initial budget of \$5000/year has been given to the program. Adjustments to the budget may occur as the program evolves. The district should not have to help fund the program. Tough Country has agreed to take some of the student's and hire them thru the work program to work in their shop to gain experience. Other businesses will be contacted to see if they express an interest in working with the program. It is hoped at a later date, the community becomes involved in teaching welding during the evening hours.

### **INSTRUCTION**

Mr. Craig Hardin has agreed to be the instructor for the program. No other certifications are needed by him to teach the welding class.

### **FACILITIES**

The current Ag shop will be utilized for the welding program. The Ag shop classes will move into the Auto body shop since it has more room. No renovations will need to be done to either building to accommodate the welding or Ag shop classes. Louise HS has a real interest in purchasing the paint booth in the auto body shop. We have been in contact with the Ag teacher in Louise.

## Supplies

1- Cold saw	\$612
1- Bench grinder for brushes	263
1 -Hydraulic press	1678
1- 10 ton floor jack	1230
1- Miller heliarc welder	3272
10- Metal stools	1400
12- C grip pliers 6 inch	230
6- C grip pliers 11 inch	197
4- C clamps 4 inch	60
4- C clamps 8 inch	116
4- 4 1/2 inch angle grinders	344
4- Roller tables	1320
1- Abrasive chop saw	350
16- Welding helmets	800
16- Chipping hammers	159
2- 3/8 drills	144
2- 1/2 drills	292
2- Die grinders	122
1- Air chisel	58
1- Floor fan	362
10- Extension cords	136
4- Cordless drills	468

1- Parts washer	\$159
1- Blast cabinet	1900
1- Large set of taps and dies	314
8- Welding machines	18,256
2- Oxy-acetylene torch kits	1505
2- 7 inch angle grinders	312
1- Heavy grinder (bench)	828
1- Safety glasses cabinet	649
2- Barrel dollies	120
4- Mig welders	9200
8- Welding screens	1120
1- Standard drill bit set	64
1- Set of inside calipers 8 inch	38
1- Set of outside calipers 6 inch	33
1- Set of outside calipers 8 inch	38
1- Set of 8 inch dividers	38
12- Measuring tapes	96
6- Bench brushes	65
1- Set of drift pin punches	42
2 – Sets of cold chisels	80
9- Ball poen hammers	140
1- Pipe wrench 8 inch	29
1- Pipe wrench 14 inch	50
1- Pipe wrench 18 inch	73

2- Sets of combination wrenches	\$173
2- Sets of sockets	185
1- Set of impact sockets	110
1- Heavy impact wrench	120
4- screwdriver sets	32
6- Jack stands auto	204
18- Pair welding gloves	288
24- Pair safety glasses	192
4- Pair cutting goggles	128
4- Tinted face shields	104
2- Hydraulic bottlejack 5 ton	168
4- 24 inch bar clamps	181
4 -72 inch bar clamps	295
1- Drill press vice 6 inch	235
9- Slip-joint pliers 8 inch	49
2- Curved longnose pliers 6 inch	49
2- Straight longnose pliers 8 inch	18

**TOTAL COST- \$51,293**

**TOTAL COST FOR WELDING MACHINES ALONE- \$30, 728.00**

**Agenda Item Summary Sheet (6 D)**  
**Meeting Date: April 20, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Discussion Item***

<b>Curriculum and Instruction</b>	Discuss Middle School Curriculum and Instruction
<b>Summary</b>	The Board first had the opportunity to discuss the Middle school's curriculum and instruction issues with the Middle School Principal and core content Curriculum Facilitators at the regular meeting on October 20, 2009. They will provide the Board with a second semester update at this month's meeting.
<b>ECISD Board Policy</b>	None.
<b>Effective Date</b>	April 20, 2010
<b>Previous Board Action</b>	October 20, 2009.
<b>Future Action Expected</b>	The Board will occasionally meet with campus administrators and curriculum facilitators to discuss our instructional programs.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	These discussions should help us all to stay focused on improving student academic performance.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.

**Contact Person(s)** Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction  
Rodney Montello, Middle School Principal  
Brenda Tomanek, English Language Arts Curriculum Facilitator  
Summer Dorotik, Mathematics Curriculum Facilitator  
Jana Fernandez, Science Curriculum Facilitator  
Tammy DuBroc, Social Studies Curriculum Facilitator

**Action Required** No action required.

**Superintendent's Recommendation** This is an information item only. .  
**Mark Pool, Superintendent of Schools**

**Governance**

Ideas for Superintendent Performance Goals

**Summary**

Based on our discussion following the Superintendent Performance Evaluation, subsequent discussions with the Board President, and further review of individual evaluation documents, I am proposing the following areas of focus for the development of Superintendent Performance Goals:

- Employee Evaluation Process
- Development of Core Beliefs and Strategic Planning for the District
- After School Programs
- Education Foundation
- Communication with the public; to include, but not limited to:
  - Updated Website
  - Use of Social Media (Facebook, Twitter, Blogging)
  - Leader-News Articles
  - Continue with District News on KULP
  - Board Briefs
- Parent Involvement Plan

If there are other areas of focus that I have failed to capture we need to identify them at the meeting so that performance goals can be developed.

I know there are individual interests of individual members of the Board, but I need for the Board as a whole to agree where the majority of my energy should be focused for the next year.

In addition, there are other areas of duties and responsibilities that will continue to need my attention, but may not be considered a point of emphasis for the year; e.g., finance, personnel and staffing, curriculum and instruction, facilities improvement and maintenance, student safety, etc.

**ECISD Board Policy**

None

**Effective Date**

2010-2011 School Year

**Previous Board Action**

The Board annually evaluates the Superintendent and from that evaluation process cooperatively develops performance goals for the following year.

<b>Future Action Expected</b>	Approval of Superintendent Performance Goals to be included in next year's performance evaluation.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	Focus for the Superintendent's time and energy.
<b>Procedural and Reporting Implications</b>	Performance Goals are approved and included in the Annual Performance Evaluation.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	Mark Pool, Superintendent of Schools Tommy Turner, President of Board
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is a discussion item only. <b>Mark Pool, Superintendent of Schools</b>

**Governance**

Proposed Dates for Summer Budget Workshops

**Summary**

David Bright and I have looked at possible dates for summer budget workshops. We are proposing the following schedule:

- First or second week in May – receive property values from the appraisal district. (In the past the Chief Appraiser had until June 7<sup>th</sup> to provide the district with a certified estimate. HB 3646 passed by the 81<sup>st</sup> Legislature changed that date to April 30<sup>th</sup>.)
- Mid-May – receive mineral values from the appraisal district.
- Regular Meeting on June 15, 2010 – presentation of preliminary budget using preliminary values and preliminary approval of compensation plan.
- Early to mid-July – Appraisal Review Board appeals process.
- Budget Workshop on July 13, 2010 – continued discussions of budget priorities. Decide on the public meeting date on the budget and proposed tax rate.
- Regular Meeting on July 20, 2010 – update information and discussions of budget priorities.
- Budget Workshop on August 10, 2010 – proposed budget using certified values.
- Regular Meeting on August 17, 2010 – Public meeting date on the budget and proposed tax rate. Anticipated adoption of budget and setting tax rate.
- August 20, 2010 – statutory deadline for development of proposed budget.
- Special Meeting on August 24, 2010 (if necessary)
- Special Meeting on August 31, 2010 (if necessary)

**ECISD Board Policy**

CE (LEGAL), ANNUAL OPERATING BUDGET

**Effective Date**

Summer, 2009

**Previous Board Action**

None.

**Future Action Expected**

None.

<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	The public benefits by an appropriate amount of time being set aside to develop the annual operating budget.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	The proposed dates are all based on corresponding dates from last summer.
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	Mark Pool, Superintendent of Schools David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is an information report only. <b>Mark Pool, Superintendent of Schools</b>