

# 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 October 19, 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. Public Comment
2. Recognition
3. Governance
  - A. Consider Authorization for Administration to Request Sealed Bids for Old Middle School Property Located at 1401 MLK Blvd. 4
  - B. Consider Authorization for RWS Architects to Prepare Construction Documents for Demolition of all Buildings at Old Middle School Property 7
  - C. Review TASB Policy Service Localized Update 88
4. Call to Order/Opening Prayer/Pledge of Allegiance
5. Consent Agenda
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6. Governance
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7. September 21, 2010 - Regular Monthly Meeting 16
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9. Business and Support Services
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10. Consider Approval of Final Change Order(s) and Application(s) for Payment to Polasek Construction for: 31
11. High School Ricebird Gymnasium Floor
12. Northside Elementary School Cafeteria Freezer and Cooler Replacement
13. Review of Budget Planning and Preparation Calendar for 2011-2012 44
14. Consider Approval of Budget Amendments 47
15. Amendment No. 1 to Appropriate Funds for Completion of the High School Gym Floor for Cost Overruns Due to Additional Floor Leveling Materials Needed 49
16. Amendment No. 2 to Roll Forward and Appropriate Prior Year (2009-10) High School Allotment Fund Balance 50
17. Amendment No. 3 to Appropriate Funds for the Purchase and Installation of a Replacement Sign for the Career and Technology Complex 51
18. Review of Monthly Financial Reports 52
19. Review List of Checks Written for the Month of September, 2010 60
20. Curriculum and Instruction

21. Consider Approval of Annual Career and Technology Education Program Evaluation	62
22. Students	
23. Business and Operations	
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A. Appoint Board Members to Post Secondary Opportunities Community Advisory Committee	76
25. Review of AEIS and AYP Accountability Systems	78
26. Discussion with Elementary Curriculum Facilitators	87
27. Progress Report on Superintendent Performance Goals	
28. Report on Bullying Prevention Program	
29. Closed Session: Texas Government Code § 551.072 CLOSED MEETING to Deliberate the Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Board's Position in Negotiations With a Third Person	
A. The Board Will Deliberate the Value of the Old Middle School Property	
30. Personnel	
31. Consider Approval of District Staffing Study	
32. Superintendent's Report	
A. Governance	
B. Business and Support Services	
C. Students	
33. Preliminary Agenda for Regular Meeting on November 16, 2010	
34. Monthly Calendar of Activities and Events	
35. Annual Report on TAC Performance Contract	
36. Personnel	
37. Curriculum and Instruction	
38. Saturday School	
39. Monthly DAEP Report	
40. Monthly SRO Report	
41. Community and Governmental Relations	
42. Legislative Update	
43. 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 October 8, 2010 at 2:00 p.m.

For the Board of Trustees

## ***Action Required***

**Governance**

Authorization for Administration to Request Sealed Proposals for the Sale of the Old Middle School Property Located at 1401 MLK Blvd.

**Summary**

The District has a potential buyer for the Old Middle School property. However, as with our previous attempt to sale this property, there are certain conditions and requirements that must be met before the property is sold.

- Texas Education Code §§ 11.151 and 11.154. Requires that a resolution be approved by the Board authorizing the sale of the property. (Board authorized the sale of the subject property on February 19, 2008.)
- Texas Local Government Code Chapter 272. Requires that before the land owned by a school district may be sold that notice to the general public of the offer of the land for sale must be published twice in a newspaper of general circulation in the county in which the land is located.
- Civil Order 5281, *United States v. State of Texas*, Civil Action No. 5281 (E.D. Tex.). Requires that the deed conveying the school district property include language prohibiting use of the property for a segregated school system; that a copy of the Deed be submitted to the Texas Commissioner of Education for review before it is signed; and that a copy of the signed Deed be filed with the Commissioner of Education.
- Article III, §§ 51 and 52 of the Texas Constitution. Requires that the school District receive fair market value for any property sold.
- After the Board of Trustees approves a resolution for sale, the District should prepare a request for sealed proposals setting out its requirements. The RFP should also contain notices required by state and federal law of certain conditions on the property.
- After bids on the property are received and opened, the Board of Trustees must take action to accept a bid or reject all bids.

**ECISD Board Policy**

CDB (LEGAL), OTHER REVENUES: SALE, LEASE, OR EXCHANGE OF SCHOOL-OWNED PROPERTY

<b>Effective Date</b>	October 19, 2008
<b>Previous Board Action</b>	<p>The Board President appointed a special board committee to develop and bring the board a recommendation on what to do with the existing middle school property once the students are moved to the new middle school and the existing campus is abandoned. The committee held several meetings, including a public hearing for community input, in preparation for making their recommendation.</p> <p>The special committee made its recommendation to the Board at the regular meeting on November 20, 2007; and the Board approved the committee's recommendation at a regular meeting on December 18, 2007.</p> <p>The Board previously authorized the sale of this property on February 19, 2008. Notice was published and bids were accepted on October 28, 2008.</p> <p>A bid was accepted on November 11, 2008, but a final contract could not be negotiated so the Board rescinded action and rejected that bid on June 8, 2009.</p> <p>On September 15, 2009, the Board authorized the Request for Qualifications for a realtor. Proposals were received, evaluated, and a contract with a realtor was approved on November 11, 2009.</p>
<b>Future Action Expected</b>	<ul style="list-style-type: none"> <li>• Take action to accept a bid offered, or reject all bids.</li> </ul>
<b>Background Information and Significant Issues</b>	David Bright and I have been in consultation with the district's attorney and we are prepared to take the necessary steps to publish notice and seek bids on this property if authorized to do so by the Board.
<b>Fiscal Impact</b>	Unknown.
<b>Student and Public Benefit</b>	If the property sells it will be placed back on the tax rolls.
<b>Procedural and Reporting Implications</b>	Notification to school attorney, George Grimes, to begin the process of publishing Notification and preparation of a Request for Proposals.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.

**Contact Person(s)**

Mark Pool, Superintendent of Schools

**Action Required**

Motion, second and majority vote to authorize the administration to publish notice and seek competitive sealed proposals for the sale of the Old Middle School Property located at 1401 MLK Blvd.

**Superintendent's Recommendation**

I recommend that you authorize the administration to publish notice and seek competitive sealed proposals for the sale of the Old Middle School Property located at 1401 MLK Blvd.

**Mark Pool, Superintendent of Schools**

**Agenda Item Summary Sheet (7 B)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Governance</b>	Authorization for RWS Architects Inc. to Prepare the Construction Documents for the Demolition of all Buildings on the Old Middle School Property.
<b>Summary</b>	<p>One of the conditions for the purchase of the Old Middle School Property is that all buildings be demolished and debris removed by the District. I would like for the Board to authorize RWS Architects to prepare the construction documents for this demolition project; and to authorize the administration to seek proposals once the construction documents have been finished.</p> <p>I have talked with John Robertson and he believes this work could be done under our existing contract for miscellaneous architectural services as long as the term of the contract has not expired. If the contract term has expired we would use a similar contract for this project.</p>
<b>ECISD Board Policy</b>	CV (LEGAL), FACILITIES CONSTRUCTION
<b>Effective Date</b>	October 19, 2008
<b>Previous Board Action</b>	None.
<b>Future Action Expected</b>	Action to approve a proposal for the demolition of all buildings.
<b>Background Information and Significant Issues</b>	Typical specifications for a demolition project like this require that demolition be to three feet below grade. Should the buyer require that any or all piers be dug up and removed the cost of the project could increase significantly. I have been in contact with the potential buyer to ascertain their requirements.
<b>Fiscal Impact</b>	Unknown.
<b>Student and Public Benefit</b>	If the property sells it will be placed back on the tax rolls.
<b>Procedural and Reporting Implications</b>	Publication of notice for public works project.
<b>Public Comments</b>	None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	<p>Our Asbestos Abatement Plan shows that there are three buildings that have some asbestos containing materials. The asbestos in these areas will have to be abated before demolition begins.</p> <p>There is also always the possibility that additional asbestos containing materials may be identified once the demolition project begins, which would have to be abated before demolition could continue.</p>
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	Mark Pool, Superintendent of Schools
<b>Action Required</b>	Motion, second and majority vote to authorize RWS to prepare construction documents for the demolition of all buildings on the Old Middle School Property located at 1401 MLK Blvd; and to seek competitive sealed proposals for the demolition project.
<b>Superintendent's Recommendation</b>	<p>I recommend that you authorize RWS to prepare construction documents for the demolition of all buildings on the Old Middle School Property located at 1401 MLK Blvd; and to seek competitive sealed proposals for the demolition project.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

**Agenda Item Summary Sheet (4 A.2)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Consider approval of Campus Goals and Performance Objectives
<b>Summary</b>	<p>According to policy BQ (LEGAL), PLANNING AND DECISION-MAKING, the Board shall ensure that a District improvement plan and improvement plans for each campus are developed, reviewed, and revised annually for the purpose of improving the performance of all students.</p> <p>The policy further requires the Board to annually approve district and campus performance objectives. These performance objectives were presented last month for your review.</p>
<b>ECISD Board Policy</b>	BQ (LEGAL), PLANNING AND DECISION-MAKING PROCESS
<b>Effective Date</b>	2009-2010 School Year
<b>Previous Board Action</b>	The Board annually approves the campus goals and performance objectives for the campus improvement plan.
<b>Future Action Expected</b>	The Board annually approves the campus goals and performance objectives for the campus improvement plan.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	Costs of activities to implement campus goals and performance objectives will be detailed in the Campus Improvement Plans.
<b>Student and Public Benefit</b>	Good planning will help to improve the achievement level of all students.
<b>Procedural and Reporting Implications</b>	District and Campus Plans and Performance Objectives will be made available to the public on each campus and at various other locations throughout the District, and on the district website.

<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	Campus Goals and Performance Objectives for Each Campus
<b>Contact Person(s)</b>	Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction Campus Principals
<b>Action Required</b>	Motion, second and majority vote to approve the campus goals and performance objectives.
<b>Superintendent's Recommendation</b>	I recommend that you approve the campus goals and performance objectives as a part of the Consent Agenda. <b>Mark Pool, Superintendent of Schools</b>

**MYATT ELEMENTARY SCHOOL CAMPUS  
GOALS AND PERFORMANCE OBJECTIVES  
2010-2011 SCHOOL YEAR**

*Myatt Elementary will regain the Exemplary Rating by the 2011 school year*

**Goal 1** Myatt Elementary will continue to implement and align curriculum supported by all staff that use a variety of research based instructional strategies to improve student academic performance in addition to implementing a structured assessment process that demands student and faculty accountability.

**Objective 1** By the end of the 2011 school year all students and student groups will meet or exceed the required standards on State assessments in the areas of Reading/ELA, Mathematics, Science and Social Studies.

**Goal 2** Myatt Elementary will develop a school climate that has high expectations for student behavior and maintain an environment that encourages student attendance and appropriate behavior.

**Objective 1** In the year 2010-2011 data will be collected and tracked to document the frequency of communication among teachers, counselors and administrators with parents.

**Objective 2** In the year 2010-2011 there will be a 10% reduction of office discipline referrals.

**Goal 3** Myatt Elementary will continue to foster parent and community involvement in the student learning process.

**Objective 1** In the year 2010-2011 concerted efforts will be made to involve parents, business, and community representatives in the education of Myatt Elementary school students.

**Goal 4** Myatt Elementary will continue to take all steps necessary to hire highly qualified and effective personnel that meet the needs of all Myatt students.

**Objective 1** In the year 2010-2011 Myatt will continue to monitor teacher effectiveness through walk-throughs and Professional Development Appraisal System (PDAS) evaluation process.

**Goal 5** Myatt Elementary has an environment that respects cultural diversity and supports our non-English speaking students and their families.

**Objectives 1** In the year 2010-2011 Myatt Elementary will insure that programs and best practices are implemented that involve economically disadvantaged students, culturally diverse students and non-English speaking students and their families.

# **HUTCHINS ELEMENTARY SCHOOL CAMPUS GOALS AND PERFORMANCE OBJECTIVES 2010-2011 SCHOOL YEAR**

*Hutchins Elementary will regain the Exemplary Rating by the 2011 school year*

**Goal 1 Hutchins Elementary** will continue to implement and align curriculum supported by all staff that use a variety of research based instructional strategies to improve student academic performance in addition to implementing a structured assessment process that demands student and faculty accountability.

**Objective 1** By the end of the 2011 school year all students and student groups will meet or exceed the required standards on State assessments in the areas of Reading/ELA, Mathematics, Science and Social Studies.

**Goal 2 Hutchins Elementary** will develop a school climate that has high expectations for student behavior and maintain an environment that encourages student attendance and appropriate behavior.

**Objective 1** In the year 2010-2011 data will be collected and tracked to document the frequency of communication among teachers, counselors and administrators with parents.

**Objective 2** In the year 2010-2011 there will be a 15% reduction of office discipline referrals.

**Goal 3 Hutchins Elementary** will continue to foster parent and community involvement in the student learning process.

**Objective 1** In the year 2010-2011 concerted efforts will be made to involve parents, business, and community representatives in the education of Hutchins Elementary school students.

**Goal 4 Hutchins Elementary** will continue to take all steps necessary to hire highly qualified and effective personnel that meet the needs of all Hutchins students.

**Objective 1** In the year 2010-2011 Hutchins will continue to monitor teacher effectiveness through walk-throughs and Professional Development Appraisal System (PDAS) evaluation process.

**Goal 5 Hutchins Elementary** has an environment that respects cultural diversity and supports our non-English speaking students and their families.

**Objective 1** In the year 2010-2011 Hutchins Elementary will insure that programs and best practices are implemented that involve economically disadvantaged students, culturally diverse students and non-English speaking students and their families.

# **NORTHSIDE ELEMENTARY SCHOOL CAMPUS GOALS AND PERFORMANCE OBJECTIVES 2010-2011 SCHOOL YEAR**

*Northside Elementary will become an Exemplary Campus by the 2011 school year*

**Goal 1** Northside Elementary will continue to implement and align curriculum supported by all staff that use a variety of research based instructional strategies to improve student academic performance in addition to implementing a structured assessment process that demands student and faculty accountability.

**Objective 1** By the end of the 2011 school year all students and student groups will meet or exceed the required standards on State assessments in the areas of Reading/ELA, Mathematics, Science and Social Studies.

**Goal 2** Northside Elementary will develop a school climate that has high expectations for student behavior and maintain an environment that encourages student attendance and appropriate behavior.

**Objective 1** In the year 2010-2011 data will be collected and tracked to document the frequency of communication among teachers, counselors and administrators with parents.

**Objective 2** In the year 2010-2011 there will be a 10% reduction of office discipline referrals.

**Goal 3** Northside Elementary will continue to foster parent and community involvement in the student learning process.

**Objective 1** In the year 2010-2011 concerted efforts will be made to involve parents, business, and community representatives in the education of our students.

**Goal 4** Northside Elementary will continue to take all steps necessary to hire highly qualified and effective personnel that meet the needs of our students.

**Objective 1** In the year 2010-2011 Northside will continue to monitor teacher effectiveness through walk-throughs and Professional Development Appraisal System (PDAS) evaluation process.

**Goal 5** Northside Elementary has an environment that respects cultural diversity and supports our non-English speaking students and their families.

**Objectives 1** In the year 2010-2011 Northside Elementary will insure that programs and best practices are implemented that involve economically disadvantaged students, culturally diverse students and non-English speaking students and their families.

# **EL CAMPO MIDDLE SCHOOL CAMPUS GOALS AND PERFORMANCE OBJECTIVES 2010-2011 SCHOOL YEAR**

*El Campo Middle School will become an Exemplary Campus  
by the 2011 school year*

**Goal 1** El Campo Middle School will continue to implement and align curriculum supported by all staff that use a variety of research based instructional strategies to improve student academic performance in addition to implementing a structured assessment process that demands student and faculty accountability.

**Objective 1** By the end of the 2011 school year all students and student groups will meet or exceed the required standards on State assessments in the areas of Reading/ELA, Mathematics, Science and Social Studies.

**Goal 2** El Campo Middle School will develop a school climate that has high expectations for student behavior and maintain an environment that encourages student attendance and appropriate behavior.

**Objective 1** In the year 2010-2011 data will be collected and tracked to document the frequency of communication among teachers, counselors and administrators with parents.

**Objective 2** In the year 2010-2011 there will be a 10% reduction of office discipline referrals.

**Goal 3** El Campo Middle School will continue to foster parent and community involvement in the student learning process.

**Objective 1** In the year 2010-2011 concerted efforts will be made to involve parents, business, and community representatives in the education of our students.

**Goal 4** El Campo Middle School will continue to take all steps necessary to hire highly qualified and effective personnel that meet the needs of our students.

**Objective 1** In the year 2010-2011 El Campo Middle School will continue to monitor teacher effectiveness through walk-throughs and Professional Development Appraisal System (PDAS) evaluation process.

**Goal 5** El Campo Middle School has an environment that respects cultural diversity and supports our non-English speaking students and their families.

**Objectives 1** In the year 2010-2011 El Campo Middle School will insure that programs and best practices are implemented that involve economically disadvantaged students, culturally diverse students and non-English speaking students and their families.

**EI CAMPO HIGH SCHOOL CAMPUS GOALS  
AND PERFORMANCE OBJECTIVES  
2010-2011 SCHOOL YEAR**

*El Campo High School will be a Recognized Campus by the 2011 school year*

**Goal 1 El Campo High School** will continue to implement and align curriculum supported by all staff that use a variety of research based instructional strategies to improve student academic performance in addition to implementing a structured assessment process that demands student and faculty accountability.

**Objective 1** By the end of the 2011 school year all students and student groups will meet or exceed the required standards on State assessments in the areas of Reading/ELA, Mathematics, Science and Social Studies.

**Goal 2 El Campo High School** will develop a school climate that has high expectations for student behavior and maintain an environment that encourages student attendance and appropriate behavior.

**Objective 1** In the year 2010-2011 data will be collected and tracked to document the frequency of communication among teachers, counselors and administrators with parents.

**Objective 2** In the year 2010-2011 there will be a 15% reduction of office discipline referrals.

**Goal 3 El Campo High School** will continue to foster parent and community involvement in the student learning process.

**Objective 1** In the year 2010-2011 concerted efforts will be made to involve parents, business, and community representatives in the education of our students.

**Goal 4 El Campo High School** will continue to take all steps necessary to hire highly qualified and effective personnel that meet the needs of all our students.

**Objective 1** In the year 2010-2011 we will continue to monitor teacher effectiveness through walk-throughs and Professional Development Appraisal System (PDAS) evaluation process.

**Goal 5 El Campo High School** has an environment that respects cultural diversity and supports our non-English speaking students and their families.

**Objective 1** In the year 2010-2011 El Campo High School will insure that programs and best practices are implemented that involve economically disadvantaged students, culturally diverse students and non-English speaking students and their families.

**Agenda Item Summary Sheet (4.A.1)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Minutes of Previous Meetings 1. September 21, 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>	October 19, 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 – September 21, 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  
September 21, 2010**

The Board of Trustees of the El Campo Independent School District met in a regular session September 21, 2010 in the Board Room, 700 West Norris, El Campo, Texas.

**MEMBERS PRESENT:** Tommy Turner, Ralph Novosad, J. J. Croix, David Hodges, James Russell, Melissa Erwin

**MEMBERS ABSENT:** Cecil Davis

**OTHERS PRESENT:** Mark Pool, Carolyn Gordon, David Bright, David Rice, Jeff Balcar, Scott Gelardi, Pat Buss, Carol Turner, Mauri Couey, Ashley Rives, Steve Wernecke, Cody Seaman

Board President Tommy Turner called the meeting to order at 7:07 p.m. David Hodges gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

**PUBLIC COMMENT:** None

**RECOGNITION**

- A. RWS Architects, Durotech, and Camarata Masonry Systems received the Golden Trowel Award for masonry work at El Campo Middle School.

**CONSENT AGENDA:** A motion was made by Ralph Novosad and seconded by J. J. Croix to approve the Consent Agenda:

A. Governance

- 1. Consider Approval of the Minutes
  - A. August 10, 2010 – Special Meeting
  - B. August 17, 2010 – Regular Monthly Meeting
- 2. Consider Approval of Campus Attendance Committee Members

B. Business and Support Services

- 1. Consider Approval of Application for Payment to ABG Contracting Group, Inc.
  - A. High School Auditorium Reroofing
- 2. Consider Approval of Application(s) for Payment to Polasek Construction for:
  - A. High School Gymnasium Floor Replacement
  - B. Northside Elementary School Cafeteria Freezer and Cooler Replacement
- 3. Review of Invoices from RWS Architects
- 4. Review of Maintenance Department Improvement Plan
- 5. Report on Electric Power Utility Contract
- 6. Review of Monthly Financial Reports
- 7. Review of Quarterly Investment Reports
- 8. Review of Annual Portfolio Report

9. Review List of Checks Written for the Month of August, 2010

- C. Personnel
- D. Curriculum and Instruction
- E. Students

Motion carried by a 6 – 0 – 1 vote with Trustee Cecil Davis being absent.

***BUSINESS AND OPERATIONS***

**CONSIDER APPROVAL OF BID FOR CANOPY AT MYATT ELEMENTARY SCHOOL ENTRANCE:** A motion was made by J. J. Croix and seconded by Melissa Erwin to approve the bid submitted by Polasek Construction, Inc. on September 20, 2010 for the canopy at Myatt Elementary School Entrance for the Base Proposal of \$59,127.00, Alternate No. 2, Demolition of Existing Steel Canopy at a cost of \$975.00 and Alternate No. 1, Handicap Accessible Curb Ramp at a cost of \$2517.00 for a Total Construction Amount of \$62,619.00.

Motion carried by a 4 – 2 – 1 vote with Trustees J. J. Croix, Melissa Erwin, Tommy Turner and James Russell in Favor and Trustees David Hodges and Ralph Novosad opposed and Trustee Cecil Davis absent.

**CONSIDER AUTHORIZATION TO SEEK PROPOSALS FOR AUDITORIUM UPGRADE: LIGHTING, SOUND AND CEILING TILE REPLACEMENT:** A motion was made by David Hodges and seconded by Melissa Erwin to approve the authorization of Administration to seek proposals in two forms, one as a combined bid and one as separate bids for auditorium upgrade of lighting, sound and ceiling tile replacement.

Motion carried by a 6 – 0 – 1 vote with Trustee Cecil Davis being absent.

***CURRICULUM AND INSTRUCTION***

- A. Discussion with Gifted and Talented, Pre-AP, Advanced Placement Facilitator: Pat Buss, District Gifted and Talented Coordinator and the Board discussed ideas to be implemented in the Gifted and Talented and Pre-AP programs.
- B. Discussion with Career and Technology Coordinator: Steve Wernecke, Director of Career and Technology, discussed the program with the Board.
- C. Report on Summer School Activities: Carolyn Gordon reported on Summer School activities.

***GOVERNANCE***

- A. Review of Campus Goals and Performance Objectives: The Board reviewed the Campus Goals and Performance Objectives.

**EXECUTIVE SESSION:** There was no Executive Session.

**PERSONNEL**

- A. Review of Annual Beginning of Year Staffing Report: The Board and Mr. Pool reviewed the annual Beginning of Year Staffing Report.

**SUPERINTENDENT'S REPORT**

- A. Governance
  - 1. Preliminary Agenda for Regular Meeting on October 19, 2010: A preliminary agenda was provided to board members.
  - 2. Monthly Calendar of Activities and Events: Board members were given a monthly calendar of activities and events.
  - 3. Report on Beginning of School and Enrollments
  - 4. Report on Membership of District and Campus Site-Based Committees
- B. Business and Support Services
- C. Personnel
- D. Curriculum and Instruction
  - 1. Annual Report on Student Retention
- E. Students
  - 1. End of Year Discipline Reports
  - 2. Annual Report on Student Drug Testing
  - 3. Report on Beginning of School and Enrollments
  - 4. Monthly DAEP Report
  - 5. Monthly SRO Report
- F. Community and Governmental Relations
- G. Legislative Update

There being no further discussion, the meeting adjourned at 9:32 p.m.

DRAFT

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PRESIDENT

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SECRETARY

**Agenda Item Summary Sheet (4 A.3)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Consent Agenda:  
Governance**

Parameters for 2011-2012 School Calendar

**Summary**

Since the 2006-2007 school year the Board has established parameters for the development of the school calendar. Calendar committees from each campus and various departments then have developed suggested calendars within the parameters established by the Board. A district committee then had screened the suggested calendars and generally selects three options that are voted on and ranked by all employees. The Board then decides on the school calendar based upon the employees' ranking.

We are ready to begin work on the proposed 2011-2012 calendar. The first step in the process is the establishment of the Board's parameters.

I would also like to suggest that we change our calendar development procedure to where calendar options, if there are any, are determined at the district level and submitted to the campuses for a vote. With the requirements from the state level the school calendar options have become fewer and fewer. For the past three years we have basically had the same calendar. Members of the calendar committees spend an extraordinary amount of time trying to come up with options to look at when in reality there are very few options. I have discussed this with campus principals and we all feel that with the limited options available the use of campus committees is not an efficient use of anyone's time.

**ECISD Board Policy**

EB (LEGAL), SCHOOL YEAR

**Effective Date**

2011-2012 School Year

**Previous Board Action**

The Board annually looks at establishing parameters for the development of the school calendar.

**Future Action Expected**

The Board is scheduled to approve the 2011-2012 School Calendar at the regular meeting in December.

**Background Information and  
Signification Issues**

State statute "*prohibits a school district from beginning instruction for a school year before the fourth Monday in August.*" The law also prohibits any type of waiver that would

grant an exception to the mandated start date.

In 2011, the fourth Monday falls on August 22nd. If we take the following holidays and finish on the Friday before Memorial Day, which is May 25, 2012, there are only 184 days available for 180 days of instruction:

- Labor Day – Monday, September 5, 2011
- Thanksgiving – Thursday and Friday, November 24-25, 2011
- Christmas / New Years – Monday, December 19, 2011 through Friday, December 30, 2011. (Classes would dismiss on Friday, December 16, and resume on Monday, January 2)
- Good Friday – April 6, 2012
- Memorial Day – May 28, 2012

This does not include the following holidays in the current school calendar or any staff development days between the beginning and ending of school:

- Wednesday before Thanksgiving – November 23, 2011;
- Martin Luther King Day – January 16, 2012
- Spring Break; or
- Wharton County Youth Fair Day – Friday, May 4, 2012

Without extending the school year into the first week of June, there are only four days that could be considered for the holidays indicated above.

Extending the school year to Friday, June 1, 2012, provides eight additional days for the holidays listed above, but no extra days for the professional development days at the nine-week point of each semester for student achievement data analysis and instructional planning.

**Fiscal Impact**

None.

**Student and Public Benefit**

A locally developed calendar that faculty and staff consider to be the most instructionally sound, but within parameters established by the Board that reflect the desires of the community.

**Procedural and Reporting Implications**

Board established parameters will be given to the site-based calendar development committee(s).

**Public Comments**

None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"><li>• 2011-2012 School Calendar Template</li><li>• Proposed Calendar Parameters</li></ul>
<b>Contact Person(s)</b>	Carolyn Gordon, Assistant Superintendent for Instruction
<b>Action Required</b>	Motion, second and majority vote to establish the parameters for the development of the 2011-2012 school calendar.
<b>Superintendent's Recommendation</b>	<p>I recommend that you establish the parameters for the 2011-2012 school calendar as a part of the consent agenda.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

## AUGUST 2011

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## SEPTEMBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## OCTOBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## NOVEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## DECEMBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## JANUARY 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

# El Campo 2011-2012 Calendar

**Day**

Holiday for Students and Teachers

**Day**

Teacher Professional Development  
(Student Holiday)

**Day**

Early Release Day

**Day**

Parent/Teacher Conference – Early  
Dismissal for Students

**Day**

TAKS Assessment Days

**Day**

Report Cards



Beginning of 6 weeks



End of 6 Weeks

**Bad Weather Make-up Days**

## FEBRUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

## MARCH

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## APRIL

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## MAY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## JUNE

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## JULY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October 18-21	ELA, Math, Science and Soc. Stu. Retests
March 5	Social Studies Exit Retest
March 7	Gr. 3, 5, 8 Reading Gr. 4, 7 Writing Gr. 10, Exit ELA ELA Exit Retest
March 8	Math Exit Retest
March 9	Science Exit Retest
April 2	Gr. 5, 8 LAT Math
April 3	Gr. 5, 8 Math
April 23	Gr. 3, 4, 6, 7, 10 LAT Math Gr. 3-8 LAT Reading Gr. 10 LAT ELA
April 24	Gr. 3, 4, 6, 7, 10 Math ELA Exit Retest
April 25	Gr. 4, 6, 7 Reading Exit Math Gr. 3, 5, 8 Reading Retest Math Exit Retest
April 26	Gr. 5, 8, 10, Exit Science Gr. 9 Math Science Exit Retest
April 27	Gr. 5, 8, 10 LAT Science Gr. 8, 10, Exit Soc. Stud. Soc. Stud. Exit Retest
May 7-18	EOC Testing (Alg. 1, Alg. II, Geometry, Physics, Biology, Chemistry, Geography, US History, W. History)
May 15	Gr. 5, 8 Math Retest

# EL CAMPO INDEPENDENT SCHOOL DISTRICT

ROBERT MARK POOL, Superintendent

**DAVID BRIGHT**  
ASSISTANT SUPERINTENDENT  
FOR FINANCE

700 WEST NORRIS STREET  
EL CAMPO, TEXAS 77437  
(979) 543-6771 – FAX (979) 543-1670

**CAROLYN GORDON**  
ASSISTANT SUPERINTENDENT  
FOR INSTRUCTION

## Memorandum

**TO:** Board of Trustees  
**FROM:** Mark Pool  
**DATE:** Tuesday, October 19, 2010  
**RE:** Agenda Item 4 A.3 Parameters for 2011-2012 School Calendar

The following are the recommended parameters for the development of the 2011-2012 School Calendar:

- Calendar must include 187 contract days for teachers;
- Calendar must include 180 instructional days for students;
- First day of instruction may not occur prior to Monday, August 22, 2011 (state law)
- Last day of instruction must be on or before Friday, June 8, 2012.
- The following student/teacher holidays will be observed:
  - Labor Day
  - Thanksgiving
  - Christmas Eve and Christmas Day
  - New Years Day
  - Good Friday
  - Wharton County Youth Fair Day
  - Memorial Day
- No more than three instructional days will be taken for Thanksgiving Holidays (November 24-26)
- No more than ten instructional days will be taken for Christmas / New Years Day (December 20-31)

**Agenda Item Summary Sheet (4 B.2)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda  
Business and Support  
Services**

Review of Invoices from RWS Architects, Inc.

**Summary**

Although payments to RWS Architects, Inc. are in accordance with their contract with the district, applications for payment are presented for review each month as a part of the Consent Agenda.

**Application for Payment No. 4-Final – High School Gym Floor Replacement**

Invoice No. 7820 dated September 29, 2010, is for \$4,852.73. This amount is for basic professional services through 100.0% completion of the project.

**Application for Payment No. 4-Final – Northside Elementary School Freezer Cooler Replacement**

Invoice No. 7819 dated September 29, 2010, is for \$285.66. This amount is for basic professional services through 100.0% completion of the project.

**ECISD Board Policy**

CH (LOCAL) PURCHASING AND ACQUISITION, PURCHASING AUTHORITY

**Effective Date**

October 19, 2010.

**Previous Board Action**

On November 20, 2007, the Board approved RWS Architects, Inc. as the design firm for the El Campo High School Addition and Renovations to Existing Science Building. Contract negotiations between ECISD and RWS Architects began, and the district's attorney authorized the superintendent to sign the contract on November 30, 2007.

Language in this contract provides for RWS to do miscellaneous projects for the district. Current projects are being done under that contract provision.

Applications for Payment are in accordance with Article 11.2 of this contract between the owner and the architect.

**Future Action Expected**

The Board will review Applications for Payment from RWS Architects as a part of the Consent Agenda each month throughout the duration of the construction projects.

**Background Information and Significant Issues**

**High School Gym Floor Replacement**

High School Gym Floor Replacement is 100% complete.

RWS has earned 100.0%% of their fee for this project, which is \$19,643.45 (7.5% of the Construction Cost).

**Payment Recap for High School Gym Floor Replacement**

Date Submitted	Application for Payment No.	Invoice No.	Amount	Earned to Date	Balance to Finish
<b>Fee at 7.5% of Construction Costs</b>					<b>\$16,507.50</b>
6/9/10	2	7772	\$13,206.00	\$13,206.00	\$3,301.50
8/25/10	3	7805	\$1,584.72	\$14,790.72	\$1,716.78
<b>Additional Fee 7.5% of Change Order</b>					<b>\$3,135.95</b>
9/29/10	4	77820	\$4,852.73	\$19,643.45	\$0.00

**Recap of Reimbursable Expenses Paid for High School Gym Floor Replacement**

Date	Application for Payment No.	Invoice No.	Amount	Paid to Date
5/5/10	1	7759	\$815.33	\$815.33

**Northside Elementary School Freezer Cooler Replacement**

Freezer Cooler Replacement is 100% complete.

RWS has earned 100.0% of their fee for this project, which is \$11,902.50 (7.5% of the Construction Cost).

**Payment Recap for Northside Elementary School Freezer Cooler Replacement**

Date Submitted	Application for Payment No.	Invoice No.	Amount	Earned to Date	Balance to Finish
<b>Fee at 7.5% of Construction Costs</b>					<b>\$11,902.50</b>
7/7/10	2	7787	\$9,522.00	\$9,522.00	\$2,380.50
8/25/10	3	7804	\$2,094.84	\$11,616.84	\$285.66
9/29/10	4	7819	\$285.66	\$11,902.50	\$0.00

**Recap of Reimbursable Expenses Paid for Northside Elementary Freezer Cooler Replacement**

Date	Application for Payment No.	Invoice No.	Amount	Paid to Date
6/1/10	1	7766	\$258.00	\$258.00

- Student and Public Benefit** Monthly review of the Applications for Payment from the district's architect insures accounting transparency for the public on these projects.
- Procedural and Reporting Implications** None.
- Public Comments** None.
- Alternatives** None.
- Other Comments and Related Issues** None.
- Attachments**
- Application for Payment No. 4 - Final for High School Gym Floor Replacement
  - Application for Payment No. 3 - Final for Northside Elementary School Freezer Cooler Replacement
- Contact Person(s)** David Bright, Assistance Superintendent of Finance and Operations
- Action Required** None.
- Superintendent's Recommendation** No action required.  
**Mark Pool, Superintendent of Schools**

# RWS ARCHITECTS Invoice

To: **El Campo ISD**  
 700 West Norris Street  
 El Campo, Texas 77437  
 Attention: **Mr. Mark Pool, Superintendent**  
 Project: **El Campo High School  
 Gym Floor Replacement**  
 Project No.: 1039

Date: September 29, 2010  
 Invoice No.: 7820  
 RWS Application for Payment No.: 4-FINAL  
 Fee Basis: 7 1/2% of Final Construction Cost  
 Your Purchase Order:

There is due at this time for professional services and/or reimbursable items on the above Project, the sum of:

**Four Thousand Eight Hundred Fifty Two & 73/100 Dollars** **\$4,852.73**

The amount of the invoice is calculated as follows:

**For Professional Services through 100% Completion of Construction Administration Phase**

Polasek Construction, Inc. Base Proposal submitted May 18, 2010.....	\$134,700.00
Alternate No. 1 "Gymnasium Wood Flooring System Two", accepted.....	\$ 4,900.00
Alternate No. 2 "Aquron 2000 Moisture Vapor Blocker", accepted.....	\$ 0.00
Alternate No. 4 "New Handicap Accessible Telescopic Bleachers", accepted.....	\$ 80,500.00
Total Construction Cost.....	\$220,100.00
Change Order No. 001 .....	\$ 41,812.64 ✓
Final Construction Cost.....	\$261,912.64
Fee % .....	7.5%
Fee .....	\$ 19,643.45
Percent Complete .....	x 100%
Fee Earned .....	\$ 19,643.45 ✓
Less Previous Payment .....	14,790.72
<b>TOTAL AMOUNT DUE THIS INVOICE .....</b>	<b>\$ 4,852.73 ✓</b>

THANK YOU

	Percentage of Total Fee By Phase	Degree of Completion of Phase	Percentage of Total Fee Earned
SD	15%	100%	15%
DD	20%	100%	20%
CD	40%	100%	40%
Bidding	5%	100%	5%
Construction	20%	100%	20%
	100%		100%

*REVIEWED  
 Mark Pool  
 10/14/2010*

Payable at the offices of:

# RWS Architects Invoice

To: **El Campo ISD**  
 700 West Norris Street  
 El Campo, Texas 77437  
 Attention: **Mr. Mark Pool, Superintendent**  
 Project: **Freezer Cooler Replacement  
 Northside Elementary School**  
 Project No.: 1040

Date: September 29, 2010  
 Invoice No.: 7819  
 RWS Application for Payment No.: 4-FINAL  
 Fee Basis: 7 1/2% of Final Construction Cost  
 Your Purchase Order:

There is due at this time for professional services and/or reimbursable items on the above Project, the sum of:

**Two Hundred Eighty Five & 66/100 Dollars** **\$285.66**

The amount of the invoice is calculated as follows:

**For Professional Services through 100% Completion of Construction Administration Phase**

Polasek Construction, Inc. Base Proposal .....	\$158,700.00
Fee % .....	7.5%
Fee .....	\$ 11,902.50 ✓
Percent Complete .....	x 100%
Fee Earned .....	\$ 11,902.50 ✓
Less Previous Payment .....	11,616.84
<b>TOTAL AMOUNT DUE THIS INVOICE .....</b>	<b>\$ 285.66 ✓</b>

**THANK YOU**

	<u>Percentage of Total Fee By Phase</u>	<u>Degree of Completion of Phase</u>	<u>Percentage of Total Fee Earned</u>
SD	15%	100%	15%
DD	20%	100%	20%
CD	40%	100%	40%
Bidding	5%	100%	5%
Construction	<u>20%</u>	100%	<u>20%</u>
	100%		100%

*REVIEWED*  
*Mark Pool*  
*09/14/2010*

Payable at the offices of:

**Agenda Item Summary Sheet (4 B.1)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Consent Agenda: Business and Support Services**

Approval of Final Change order(s) and Application(s) and Certification for Payment from Polasek Construction, Inc. for:

- a. High School Gymnasium Floor Replacement
- b. Northside Elementary School Cafeteria Freezer and Cooler Replacement

**Summary**

**High School Gymnasium Floor Replacement.** We have received Application for Payment No. 3-Final in the amount of \$159,469.39. This Final application includes Change Order No. 1, which increases the final contract amount by \$41,812.64. The application has been reviewed and payment recommended by RWS Architects.

**Northside Elementary School Cafeteria Freezer and Cooler Replacement.** We have received Application for Payment No. 2-Final in the amount of \$25,396.00. The application has been reviewed and payment recommended by RWS Architects.

**ECISD Board Policy**

CH (LOCAL), PURCHASING AND ACQUISITION, PURCHASING AUTHORITY

CV (LOCAL), FACILITIES CONSTRUCTION

**Effective Date**

August 25, 2010

**Previous Board Action**

The Board authorized the Superintendent to negotiate a contract with Polasek Construction, Inc. as the General Contractor for the High School Gym Floor Replacement on June 4, 2010. Contract negotiations between ECISD and Polasek Construction began and a contract was executed on June 8, 2010. A similar contract was executed on July 1, 2010, for the Freezer Cooler Replacement at Northside Elementary School.

Applications for Payments are in accordance with Article 9.3 of these contracts between the owner and the general contractor.

**Future Action Expected**

As a part of the Consent Agenda the Board will periodically consider approval of certifications and applications for payment until these projects are completed.

**Background Information and Significant Issues**

When the existing hardwood floor was removed we discovered a subfloor that would definitely be considered unacceptable by today's construction standards. Also, several additional moisture infiltration

investigations and moisture tests were conducted to ensure that the moisture problem that plagued the existing floor were identified and remediated.

Change Order No. 1, which increases the final contract by \$41,812.64, combines Change Proposals Nos. 1 through 3, which the Board has been previously made aware of.

Change Proposal No. 1 provided material and labor for installation of floor leveling material to float out the entire existing subfloor area to allow installation of the hardwood floor; and revised the specified floor system to accommodate the required finished elevations at the entry lobbies. In addition, CP No. 1 provided floor patch at the entrances at the doors to the gym to accommodate the raise in the floor finish elevations and undercutting all existing doors affected by this floor leveling process.

CP No. 1 cost a total of \$44,136.94. \$2,324.30 of that amount was deducted from the Owner Contingency in the contract. The remaining \$41,812.64 was in increase in the contract amount.

Change Proposal No. 2 provided for equipment and labor to verify locations of existing under slab plumbing lines. This investigation was to determine if existing plumbing lines under the floor slab were contributing to the moisture conditions found under the existing gym floor area. CP No. 2 also provided for coring of the existing foundation system to determine if moisture and or ground water were present under the existing gymnasium foundation system.

CP No. 2 cost and additional \$1,662.52, all of which was taken from the Owner Contingency in the contract.

Change Proposal No. 3 provided for an additional coat of Aquaron 2000 moisture barrier to reduce the moisture permeating from the slab of the gymnasium floor area. The additional coat was to reduce the moisture penetration to an acceptable level so that the hardwood floor system could be installed and warranted by the manufacturer.

CP No. 3 cost an additional \$6,013.18, all of which was taken from the Owner Contingency in the contract.

Summary of use of Owner Contingency:

Change Proposal No. 1 .....	\$2,324.30
Change Proposal No. 2 .....	1,662.52
Change Proposal No. 3 .....	<u>6,013.18</u>
Total Owner Contingency .....	\$10,000.00

**Fiscal Impact**

### Payment Recap for High School Gym Floor Replacement

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>\$220,100.00</b>
07/26/10	1	\$31,515.00	\$1,575.75	\$29,939.25	\$29,939.25	\$0.00	\$190,160.75
09/21/10	2	\$107,835.00	\$5,391.75	\$102,443.25	\$72,504.00	\$29,939.25	\$117,656.75
<b>Change Order No. 1</b>							<b>\$41,812.64</b>
10/19/10	3	\$261,912.64	\$0.00	\$261,912.64	\$159,469.39	\$102,443.25	\$0.00

### Payment Recap for Northside Cafeteria Freezer Cooler Replacement

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>\$158,700.00</b>
09/21/10	1	\$140,320.00	\$7,016.00	\$133,304.00	\$133,304.00	\$0.00	\$25,396.00
10/19/2010	2	\$158,700.00	\$0.00	\$158,700.00	\$25,396.00	\$133,304.00	\$0.00

**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**      None.

- Attachments**
- Copy of Certificate of Substantial Completion for High School Gym Floor Replacement
  - Copy of Change Order No. 1 for High School Gym Floor Replacement
  - Copy of Certification and Application for Payment No. 3-Final for High School Gym Floor Replacement
  - Copy of Certification and Application for Payment No. 2-Final for Northside Elementary School Cooler/Freezer Replacement

**Contact Person(s)**

David Bright, Assistance Superintendent of Finance and Operations

**Action Required**

Motion, second and majority vote to approve change order and authorize payment of Applications and Certifications for Payment to Polasek Construction, Inc. for the High School Gym Floor Replacement and Northside Elementary School Freezer Cooler Replacement.

**Superintendent's Recommendation**

I recommend that you approve change order and authorize payment of Applications and Certifications for Payment to Polasek Construction, Inc. for the High School Gym Floor Replacement and Northside Elementary School Freezer Cooler Replacement as a part of the Consent Agenda.

**Mark Pool, Superintendent of Schools**



**AIA**<sup>®</sup>

# Document G704<sup>™</sup> – 2000

## Certificate of Substantial Completion

**PROJECT:**  
*(Name and address)*  
El Campo High School Gym Floor  
Replacement  
600 West Norris Street  
El Campo, Texas 77437

**PROJECT NUMBER:** 1039/  
**CONTRACT FOR:** General Construction  
**CONTRACT DATE:** June 8, 2010

OWNER:   
ARCHITECT:   
CONTRACTOR:   
FIELD:   
OTHER:

**TO OWNER:**  
*(Name and address)*  
El Campo Independent School  
District  
700 West Norris Street  
El Campo, Texas 77437

**TO CONTRACTOR:**  
*(Name and address)*  
Polasek Construction, Inc.  
PO Box 64  
El Campo, Texas 77437

**PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:**  
  
ENTIRE PROJECT

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

<b>Warranty</b>		<b>Date of Commencement</b>
September 20, 2010		September 20, 2010
RWS Architects Incorporated	<i>Malcolm C. Haus</i>	September 22, 2010
_____ <b>ARCHITECT</b>	BY	_____ <b>DATE OF ISSUANCE</b>

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

**Cost estimate of Work that is incomplete or defective:** \$0.00

The Contractor will complete or correct the Work on the list of items attached hereto within Thirty (30) days from the above date of Substantial Completion.

Polasek Construction, Inc.	<i>Raychel</i>	<i>September 27, 2010</i>
_____ <b>CONTRACTOR</b>	BY	_____ <b>DATE</b>

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 5:00 P.M. (time) on September 20, 2010 (date).

El Campo Independent School District	<i>Robert Marsh Paul</i>	<i>10/08/2010</i>
_____ <b>OWNER</b>	BY	_____ <b>DATE</b>

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)*

El Campo Independent School District accepts responsibility for security, maintenance, damage to the Work, utilities, and insurance as of 5:00 P.M., September 20, 2010.



# AIA Document G701™ – 2001

## Change Order

<b>PROJECT</b> (Name and address):	CHANGE ORDER NUMBER: 001	OWNER: <input type="checkbox"/>
El Campo High School Gym Floor Replacement 600 W Norris Street El Campo, Texas 77437	DATE: September 29, 2010	ARCHITECT: <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address):	ARCHITECT'S PROJECT NUMBER: 1039	CONTRACTOR: <input type="checkbox"/>
Polasek Construction, Inc. PO Box 64 El Campo, Texas 77437	CONTRACT DATE: June 8, 2010	FIELD: <input type="checkbox"/>
	CONTRACT FOR: General Construction	OTHER: <input type="checkbox"/>

**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

NOTE: The brief description of the modifications contained herein is for general information only. The detailed description, correspondence, and cost estimates supporting these modifications are available through the Architect.

Allowance	Amount Specified	Amount Spent	Balance
Owner's Contingency	\$10,000.00	\$10,000.00	\$0.00
<b>TOTALS</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>

Change Proposal No. CP#1039-01 Floor Leveling: Provide material and labor for installation of floor leveling material to float out entire existing floor area in accordance with RWS CP#1039-01 dated July 23, 2010. Charge the sum of \$2,324.30 to the Owner's Contingency Allowance. Increase the Contract Sum \$41,812.64

ADD \$41,812.64

Change Proposal No. CP#1039-02 Plumbing Investigation: Provide equipment and labor to verify locations of existing underslab plumbing lines in accordance with CP#1039-02 dated July 23, 2010. Charge the sum of \$1,662.52 to the Owner's Contingency Allowance.

NO CHANGE IN CONTRACT SUM

Change Proposal No. CP#1039-03 Additional Moisture Barrier Application: Provide additional coat of Aquaron 2000 moisture barrier in accordance with RWS CP#1039-03 dated July 29, 2010. Charge the sum of \$6,013.18 to the Owner's Contingency Allowance.

NO CHANGE IN CONTRACT SUM

The original Contract Sum was	\$ 220,100.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 220,100.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 41,812.64
The new Contract Sum including this Change Order will be	\$ 261,912.64

The Contract Time will be increased by thirty eight (38) days.

The date of Substantial Completion as of the date of this Change Order therefore is September 20, 2010

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

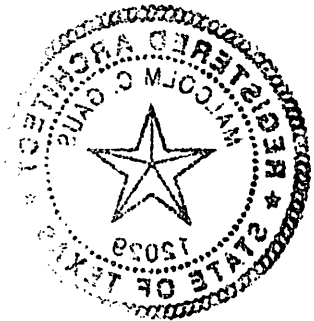
NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

RWS Architects Incorporated  
ARCHITECT (Firm name)  
3100 Timmons Lane, Suite 410  
Houston, Texas 77027  
ADDRESS  
*Malcolm C. Gaus*  
BY (Signature)  
Malcolm C. Gaus, AIA  
(Typed name)  
*09.29.2010*  
DATE

Polasek Construction, Inc.  
CONTRACTOR (Firm name)  
PO Box 64  
El Campo, Texas 77437  
ADDRESS  
*Tyler Williams*  
BY (Signature)  
Greg Polasek Tyler Williams  
(Typed name)  
*10-1-10*  
DATE

El Campo Independent School District  
OWNER (Firm name)  
700 West Norris Street  
El Campo, Texas 77437  
ADDRESS  
*Robert Mark Pool*  
BY (Signature)  
Mark Pool  
(Typed name)  
*10/08/2010*  
DATE





# RWS ARCHITECTS

September 29, 2010

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

Re: El Campo High School Gym Floor Replacement  
El Campo Independent School District  
RWS Project No. 1039  
Contractor's Application and  
Certificate for Payment No. 3-FINAL

Gentlemen:

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

<u>Application No.</u>	<u>Period</u>	<u>Amount to be Paid</u>
3-FINAL	09/25/10	\$159,469.39

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

2 PAGES

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

PROJECT: High School Gym  
Floor Replacement

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: #3-FINAL

PERIOD TO: 9/25/10

PROJECT NOS: #1039

CONTRACT DATE: 6/8/2010

Distribution to:

OWNER

ARCHITECT

CONTRACTOR

RECEIVED  
SEP 29 2010  
RWS ARCHITECTS

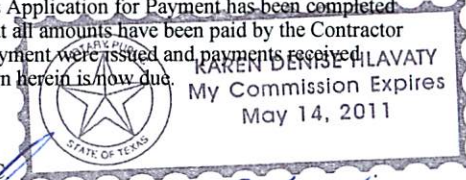
**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM .....	\$	220100.00	
2. Net change by Change Orders .....	\$	41812.64	✓
3. CONTRACT SUM TO DATE (Line 1 ± 2) .....	\$	261912.64	
4. TOTAL COMPLETED & STORED TO DATE .....	\$	261912.64	✓
(Column G on G703)			
5. RETAINAGE:			
a. 0 % of Completed Work .....	\$	0.00	
(Column D + E on G703)			
b. 0 % of Stored Material .....	\$	0.00	
(Column F on G703)			
Total Retainage (Lines 5a + 5b or			
Total in Column I of G703) .....			
	\$	0.00	
6. TOTAL EARNED LESS RETAINAGE .....	\$	261912.64	✓
(Line 4 Less Line 5 Total)			
7. LESS PREVIOUS CERTIFICATES FOR			
PAYMENT (Line 6 from prior Certificate) .....	\$	102443.25	✓
8. CURRENT PAYMENT DUE .....	\$	159469.39	✓
9. BALANCE TO FINISH, INCLUDING RETAINAGE .....	\$	0.00	✓
(Line 3 less Line 6)			

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTS
Total changes approved in previous months by Owner		
Total approved this Month	\$41,812.64	
TOTALS	\$41,812.64	\$0.00
NET CHANGES by Change Order		\$41,812.64

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: 9/28/10

State of: Texas County of: Wharton  
 Subscribed and sworn to before me this 28th day of Sept. 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 ..... \$ 159469.39

(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:

By: Malcolm C. Han Date: 09/29/2010

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  
01/11/2010

September 29, 2010

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

Re: Northside Elementary School  
Cooler/Freezer Replacement  
El Campo Independent School District  
RWS Project No. 1040  
Contractor's Application and  
Certificate for Payment No. 2-FINAL

Gentlemen:

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

<u>Application No.</u>	<u>Period</u>	<u>Amount to be Paid</u>
2-FINAL	09/25/10	\$25,396.00

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

2 PAGES

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

PROJECT: Northside Elementary  
Cooler Freezer Replacement

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: #2-FINAL Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

PERIOD TO: 9/25/10

PROJECT NOS: #1040

CONTRACT DATE: 7/1/2010

RECEIVED  
SEP 29 2010  
RWS ARCHITECTS

**CONTRACTOR'S APPLICATION FOR PAYMENT**

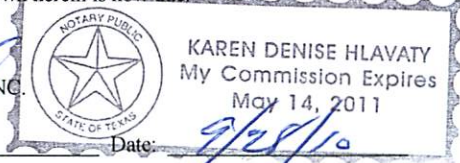
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM ..... \$ 158700.00
- 2. Net change by Change Orders ..... \$ 0.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 158700.00 ✓
- 4. TOTAL COMPLETED & STORED TO DATE ..... \$ 158700.00  
(Column G on G703)
- 5. RETAINAGE:
  - a. 0 % of Completed Work ..... \$ 0.00  
(Column D + E on G703)
  - b. 0 % of Stored Material ..... \$ 0.00  
(Column F on G703)
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) ..... \$ 0.00
- 6. TOTAL EARNED LESS RETAINAGE ..... \$ 158700.00 ✓  
(Line 4 Less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) ..... \$ 133304.00 ✓
- 8. CURRENT PAYMENT DUE ..... \$ 25396.00 ✓
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$ 0.00 ✓  
(Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTS
Total changes approved in previous months by Owner		
Total approved this Month		
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: 9/25/10

State of: Texas County of: Wharton  
 Subscribed and sworn to before me this 28th day of Sept. 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 ..... \$ 25,396.00

(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:

By: Malcolm C. Staus Date: 09/29/2010

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 Pool  
10/19/2010

**Agenda Item Summary Sheet (4 B.3)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda: Business and Support Services**      2011-2012 Budget Planning Process and Calendar

**Summary**      It is time to start the budget planning process for FY2011-2012.  
The proposed calendar calls for major budget decisions, i.e., compensation and capital improvements, to be discussed in May so that a preliminary budget can be presented in June; and compensation plan approved in June, so that a proposed budget can be prepared and payroll decisions completed by August.

**ECISD Board Policy**      None.

**Effective Date**      October 19, 2010.

**Previous Board Action**      The Board annually reviews the budget planning process and schedule.

**Future Action Expected**      The next step in the budget development process for the Board will occur in November, when we will approve the districts to be used in the annual compensation study.

**Background Information and Significant Issues**      None.

**Fiscal Impact**      None.

**Student and Public Benefit**      Beginning the budgeting process early allows the administration to do a much more thorough job in budget preparation.

**Procedural and Reporting Implications**      None.

**Public Comments**      None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"><li>• Memo from David Bright re: Budget Preparation Schedule</li></ul>
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent for Finance
<b>Action Required</b>	No Action Required. This is an information report only.
<b>Superintendent's Recommendation</b>	Information only. <b>Mark Pool, Superintendent of Schools</b>

**October 21, 2010**

**TO: Mark Pool**  
**FROM: David Bright**  
**RE: Budget Planning Calendar**

**Below is a proposed Budget Planning Calendar for the 2011-2012 Budget.**

**BUDGET PLANNING CALENDAR**

**2010**

**October** Meet with Principals and Directors.  
**October/November** Distribute budget worksheets for preparation.

**November 16<sup>th</sup>** Approve Market Area Districts for Compensation Study.  
**November/December** Collect, review and prepare budgets on the campus level.

**2011**

**January 18<sup>th</sup>** Board approves Superintendents Compensation.  
**January 31<sup>st</sup>** Campus Budgets and Special Request Items Due to Central Office.

**February** Discuss and Identify Budget Assumptions/Priorities with Board.  
**February 15<sup>th</sup>** Review/Discuss with Board – Administration/Professional Compensation Study.

**March** Discuss proposed Compensation and Capital Improvement Plans with Board.  
**March 22<sup>nd</sup>** Review/Discuss with Board – Teacher Compensation Study.

**April 19<sup>th</sup>** Review/Discuss with Board – Clerical, Paraprofessional & Manual Trades Compensation Study.

**May 17<sup>th</sup>** Discuss Compensation and Capital Improvements Plan.

**June 21<sup>st</sup>** Present Preliminary 2011-2012 Budget to Board of Trustees.  
Approve 2011-2012 Compensation Plan.

**June/July** Call Budget Workshops as needed.

**August 16<sup>th</sup>** Approve 2011-12 Budget.

Agenda Item Summary Sheet (4 B.4)  
Meeting Date: October 19, 2010  
Submitted by: Mark Pool, Superintendent

## ***Action Required***

**Consent Agenda: Business and Support Services**      **Budget Amendment**

**Summary**

According to district policy, the budget shall be amended when a change is made increasing any one of the functional spending categories.

**Amendment No. 1** reduces the General Fund fund balance by \$44,950 and increases Function 81 – Building Improvements, to appropriate funds for completion of the High School Gym Floor for cost overruns due to Change Order No. 1.

**Amendment No. 2** reduces the General Fund fund balance restricted for High School Allotment by \$167,251 and increases Functions 11 and 21 to roll forward and appropriate 2009-2010 High School Allotment funds.

**Amendment No. 3** Transfers \$2,840 from Function 11 to Function 51 to appropriate funds for the purchase and installation of a replacement sign for Career and Technology complex.

**ECISD Board Policy**

CE (LOCAL), ANNUAL OPERATING BUDGET

**Effective Date**

October 19, 2010

**Previous Board Action**

The Board approved the 2010-2011 General Operating Budget on August 17, 2010.

**Future Action Expected**

The Board is required to amend the budget when a change increases any one of the functional spending areas.

**Background Information and Significant Issues**

None.

**Fiscal Impact**

**Amendment No.1** increases the current expenditure budget by \$44,950.

**Amendment No.2** increases the current expenditure budget by \$167,251.

**Amendment No.3** transfers funds within the current expenditure budget only and has a net zero effect.

<b>Student and Public Benefit</b>	Accurate accounting for the expenditure of public funds.
<b>Procedural and Reporting Implications</b>	Record the official budget amendment and make the necessary changes in the general operating budget.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None
<b>Attachments</b>	Proposed Budget Amendment(s)
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	Motion, second and majority vote to approve budget amendment(s).
<b>Superintendent's Recommendation</b>	I recommend you approve the budget amendment(s) that has been presented as a part of the consent agenda. <b>Mark Pool, Superintendent of Schools</b>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**  
**700 WEST NORRIS STREET**  
**EL CAMPO, TEXAS 77437**  
**(979) 543-6771**  
**(979) 543-1670 FAX**

October 19, 2010

DATE

2010/11

BUDGET YEAR

TO: Board of Trustees

FROM: David Bright *KTB 10-19-10*  
 Assistant Superintendent for Finance

RE: Budget Amendment(s)

Due to a change in financial requirements, I request the following budget amendments:

**AMENDMENT #1**

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 81 6629 02 001 199000	Building Improvements-Gym	\$ -0-	+\$ 44,950	\$ 44,950
199 00 3600 00 000 100000	Undesignated Fund Balance	\$ 5,707,974	-\$ 44,950	\$ 5,663,024

Appropriate funds for completion of the High School Gym floor for cost overruns due to additional floor leveling materials needed; transfer funds from the General Operating fund balance.

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**  
**700 WEST NORRIS STREET**  
**EL CAMPO, TEXAS 77437**  
**(979) 543-6771**  
**(979) 543-1670 FAX**

October 19, 2010

DATE

2010/11

BUDGET YEAR

TO: Board of Trustees

FROM: David Bright *KAB 10-19-10*  
 Assistant Superintendent for Finance

RE: Budget Amendment(s)

Due to a change in financial requirements, I request the following budget amendments:

**AMENDMENT #2**

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 00 3450 00 000 100000	Fund Balance-Restricted for High School Allotment	\$167,251	-\$167,251	\$ -0-
199 11 61xx 00 xxx 131000	Salaries/Benefits	\$148,968	+\$ 61,750	\$210,718
199 11 6299 00 xxx 131000	Contracted Services	\$ 104	+\$ 48,000	\$ 48,104
199 11 63xx 00 xxx 131000	Supplies & Materials	\$ -0-	+\$ 56,501	\$ 56,501
199 21 6399 00 999 131000	Adm. Supplies & Materials	\$ -0-	+\$ 1,000	\$ 1,000

Roll forward and appropriate prior year (2009-10) High School Allotment fund balance.

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**  
**700 WEST NORRIS STREET**  
**EL CAMPO, TEXAS 77437**  
**(979) 543-6771**  
**(979) 543-1670 FAX**

October 19, 2010

DATE

2010/11

BUDGET YEAR

TO: Board of Trustees

FROM: David Bright *KAB 10-19-10*  
 Assistant Superintendent for Finance

RE: Budget Amendment(s)

Due to a change in financial requirements, I request the following budget amendments:

**AMENDMENT #3**

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 11 6399 74 001 122000	Supplies & Materials	\$ 23,000	-\$ 2,840	\$ 20,160
199 51 6299 00 999 199000	Contracted Services	\$ 110,000	+\$ 2,840	\$ 112,840

Appropriate funds for the purchase & installation of a replacement sign for the Career & Technology complex; transfer funds from the Career & Technology supplies account.

**Agenda Item Summary Sheet (4 B.5)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Monthly Financial Reports for Month of September

**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**

September 30, 2010

**Previous Board Action**

Approval of 2010-2011 General Operating Budget on August 17, 2010.

**Future Action Expected**

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

**Background Information and  
Significant Issues**

The unaudited fund balance in the General Fund (Fund 199 only) on August 31, 2010 was \$5,975,225, which is 20.71% of the approved General Fund operating expenditures (as defined in the AEIS Report) of \$28,851,273.

Fund balance designated for replacement of artificial turf at Ricebird Stadium is \$150,000, leaving an undesignated fund balance of \$5,825,225; or 20.19% of the approved General Fund operating expenditures (as defined in the AEIS Report).

The undesignated fund balance currently exceeds the 20% goal by \$549,704.

**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 9.93% of our amended revenue projections; and expended 10.95% of our amended expenditure estimates.  
 Compared to the same time last year, our revenue decreased by \$88,611 and our expenditures increased by \$227,127.

	2006-2007		2007-2008		2008-2009		2009-2010		2010-2011	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
<b>Sep</b>	8.49%	8.16%	19.97%	10.32%	20.59%	11.53%	10.41%	10.59%	9.93%	10.95%
<b>Oct</b>	16.45%	15.08%	36.50%	17.60%	36.88%	17.18%	19.64%	17.92%		
<b>Nov</b>	25.79%	22.03%	40.10%	24.60%	39.46%	24.10%	26.01%	25.17%		
<b>Dec</b>	39.14%	28.13%	55.32%	32.30%	52.68%	31.52%	38.96%	32.11%		
<b>Jan</b>	71.88%	35.58%	75.42%	42.30%	73.77%	38.60%	57.38%	39.07%		
<b>Feb</b>	77.49%	46.72%	83.18%	51.98%	79.39%	48.85%	68.68%	50.45%		
<b>Mar</b>	79.75%	53.89%	85.20%	58.88%	81.29%	55.83%	70.62%	58.65%		
<b>Apr</b>	84.35%	61.00%	86.78%	66.91%	82.79%	62.87%	75.39%	65.99%		
<b>May</b>	87.88%	68.32%	89.07%	76.81%	84.31%	69.96%	79.21%	72.77%		
<b>Jun</b>	92.93%	75.96%	90.38%	82.81%	86.04%	77.28%	85.20%	80.00%		
<b>Jul</b>	98.46%	84.97%	91.72%	88.08%	87.23%	85.52%	91.73%	85.63%		
<b>Aug</b>	100.20%	98.95%	100.03%	99.34%	99.94%	98.05%	100.10%	98.92%		

**Tax Collection Report.** Our beginning tax levy of \$13,314,729 has been adjusted by -\$146,492 giving us a new adjusted levy of \$13,168,238; and we have currently collected \$12,821,289 which amounts to 97.37% of the adjusted levy. This leaves an uncollected balance of \$346,948.

Delinquent collections YTD are \$253,778 plus \$221,848 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%	95.27%
May	95.89%	96.54%	96.69%	95.78%	95.61%	95.84%
Jun	97.30%	97.04%	97.40%	96.55%	96.69%	96.50%
Jul	97.30%	97.19%	97.64%	96.87%		96.83%
Aug	97.48%	97.59%	97.81%	97.15%	97.48%	97.17%
Sep	97.51%	97.69%	97.97%	97.31%	97.60%	97.37%

**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		
	2009-2010	2010-2011	Difference	2009-2010	2010-2011	Difference
Revenue	\$3,399,772	\$3,311,162	(\$88,610)	\$3,399,772	\$3,311,162	(\$88,610)
Expenditures	\$1,606,333	\$1,562,442	(\$43,891)	\$1,606,333	\$1,562,442	(\$43,891)
Summary	\$1,793,439	\$1,748,720	(\$44,719)	\$1,793,439	\$1,748,720	(\$44,719)

**Attachments**

- Monthly Financial Report – September 30, 2010
- Tax Collection Recap 2009-2010
- Cash Flow Report 2010-2011

**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  
October 19, 2010**

**Comparison of Revenue and Expenditures  
to the Budget for the General Operating Fund  
9-1-10 to 9-30-10**

**ESTIMATED REVENUE:**

	<i>Original Budget</i>	<i>Amended Budget</i>	<i>Revenue Realized</i>	<i>Revenue Balance</i>
<i>Local:</i>	\$14,731,532	\$14,731,532	\$95,573	(\$14,635,959)
<i>State:</i>	\$17,394,053	\$17,394,053	\$3,208,711	(\$14,185,342)
<i>Federal:</i>	\$1,202,013	\$1,202,013	\$6,878	(\$1,195,135)
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<i>Total:</i>	\$33,327,598	\$33,327,598	\$3,311,162	(\$30,016,437)

**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>
	\$33,327,598	\$33,327,598	\$1,562,442	\$2,087,324	\$3,649,767	\$29,677,832

**COMPARISONS TO SEPTEMBER 30 OF PRIOR YEAR:**

	<i>2009-2010</i>	<i>2010-2011</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$3,399,772	\$3,311,162	(\$88,611)
<i>Expenditures:</i>	\$3,422,640	\$3,649,767	\$227,127
<i>Cash Position:</i>	\$8,426,805	\$8,688,608	\$261,803

**PRIOR MONTH CASH POSITION as of 8/31/10:** \$7,449,457

<b>GENERAL FUND - FUND BALANCE</b>	<b>GENERAL OPERATING</b>	<b>FUND BALANCE</b>	<b>% of OPERATING</b>	
GENERAL FUND - FUND BALANCE as of 8-31-06:	\$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%	
GENERAL FUND - FUND BALANCE as of 8-31-10:	\$28,851,273	\$5,975,225	20.71%	Unaudited

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

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

Reporting Period	Beginning Levy	Adjustments	Adjusted Levy	Current Tax Year Collections	% Collected	% Collected Prior Year	Delinquent Collections	Penalty & Interest	Total Collections	Current Tax Year Uncollected
<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	
April-10	\$13,314,729	-\$105,688	\$13,209,041	88,767	0.67%	0.91%	\$29,021	\$24,968	\$142,756	
May-10	\$13,314,729	-\$112,780	\$13,201,949	68,282	0.52%	0.64%	\$15,468	\$16,614	\$100,364	
June-10	\$13,314,729	-\$122,055	\$13,192,674	78,280	0.59%	1.07%	\$15,007	\$20,923	\$114,210	
July-10	\$13,314,729	-\$122,067	\$13,192,662	44,037	0.33%	0.50%	\$8,191	\$11,222	\$63,451	
August-10	\$13,314,729	-\$147,773	\$13,166,956	19,343	0.15%	0.21%	\$10,348	\$16,888	\$46,580	
Sept-10	\$13,314,729	-\$146,492	\$13,168,238	27,017	0.21%	0.13%	\$1,739	\$13,380	\$42,136	
<b>Year To Date</b>				<b>12,821,289</b>	<b>97.37%</b>	<b>97.60%</b>	<b>\$253,778</b>	<b>\$221,848</b>	<b>\$13,296,915</b>	<b>\$346,948</b>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**

**Cash Flow**

**2010-2011**

<b>199 GENERAL FUND</b>	<b>Actual Sep-09</b>	<b>Actual Sep-10</b>	<b>Actual Oct-09</b>	<b>Actual Nov-09</b>	<b>Actual Dec-09</b>	<b>Actual Jan-10</b>	<b>Actual Feb-10</b>	<b>Actual Mar-10</b>	<b>Actual Apr-10</b>	<b>Actual May-10</b>	<b>Actual Jun-10</b>	<b>Actual Jul-10</b>	<b>Actual Aug-10</b>	<b>2009-10 Totals</b>
<b>REVENUE:</b>														
<b>5700 Local Revenue:</b>														
5711 Taxes Current Year	14,181	23,630	0	51,429	3,437,085	4,967,402	2,268,489	204,970	77,641	59,724	68,468	38,517	16,918	11,204,824
5712 Taxes Prior Years	15,950	1,638	37,817	19,398	29,097	17,543	29,999	22,641	26,131	13,875	13,790	7,416	9,472	243,129
5719 Pen, Int, & Other	11,564	12,398	14,803	8,759	15,941	15,319	23,983	29,960	22,777	15,015	18,942	10,095	15,348	202,506
5720 Service to Other LEAs	0	0	0	0	0	0	0	0	0	0	0	0	654	654
5730 Tuition and Fees	0	0	0	0	0	0	0	0	0	0	0	0	3,735	3,735
5740 Other Local Sources	7,704	10,621	9,801	96,814	12,934	32,322	24,300	14,674	21,649	11,496	13,458	5,111	136,020	386,284
5750 Co/Curr Activities	25,437	7,025	12,631	76,155	-35,667	1,715	2,837	3,314	4,752	1,439	0	6,591	15,879	115,084
<b>Total Local Rev:</b>	<b>74,836</b>	<b>55,312</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>275,558</b>	<b>152,950</b>	<b>101,549</b>	<b>114,659</b>	<b>67,731</b>	<b>198,027</b>	<b>12,156,216</b>
<b>5800 State Revenue:</b>														
5811 Available School Fund	0	25,845	63,207	3,712	18,562	29,347	29,347	3,712	7,425	75,081	109,293	1,419	38,602	379,707
5812 Foundation Entitlement	3,164,525	3,074,131	2,475,854	1,333,393	23,737	0	0	0	931,826	704,601	1,417,200	1,842,727	2,544,070	14,437,933
5812 Founda Ent-Prior Yr	0	0	0	0	0	0	0	0	0	38,355	0	0	0	38,355
5819 LEP Student Success Init	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5820 Misc State Program Rev	0	0	0	3,599	0	0	0	0	0	0	0	952	2,265	6,816
5831 TRS On-Behalf	103,972	108,735	105,809	106,303	106,641	109,679	109,481	109,050	108,870	108,979	110,164	109,099	163,254	1,351,300
<b>Total State Rev:</b>	<b>3,268,497</b>	<b>3,208,711</b>	<b>2,644,870</b>	<b>1,447,007</b>	<b>148,940</b>	<b>139,026</b>	<b>138,828</b>	<b>112,762</b>	<b>1,048,121</b>	<b>927,016</b>	<b>1,636,657</b>	<b>1,954,197</b>	<b>2,748,191</b>	<b>16,214,111</b>
<b>5900 Federal Revenue:</b>														
5930 Federal	0	0	0	151,085	4,896	0	0	4,997	0	0	6,223	0	6,449	173,648
<b>Total Federal Rev:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>151,085</b>	<b>4,896</b>	<b>0</b>	<b>0</b>	<b>4,997</b>	<b>0</b>	<b>0</b>	<b>6,223</b>	<b>0</b>	<b>6,449</b>	<b>173,648</b>
<b>7900 Other Res/Non-Oper</b>														
Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	167,251	167,251
<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>167,251</b>	<b>167,251</b>
<b>Total Revenue:</b>	<b>3,343,333</b>	<b>3,264,022</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>393,317</b>	<b>1,201,071</b>	<b>1,028,565</b>	<b>1,757,538</b>	<b>2,021,928</b>	<b>3,119,917</b>	<b>28,711,226</b>
<b>EXPENDITURES:</b>														
<b>6000 Expenditures:</b>														
6100 Payroll Costs	1,248,063	1,176,237	1,880,754	1,911,417	1,866,025	1,856,130	1,875,525	1,884,363	1,852,478	1,893,143	1,881,247	1,846,362	2,534,729	22,530,236
6200 Contracted Services	93,596	84,769	205,034	198,172	265,248	217,419	229,022	274,231	127,185	158,071	239,653	184,252	577,164	2,769,045
6300 Supplies & Materials	107,259	113,192	187,257	134,109	86,296	113,956	109,979	105,046	137,664	167,781	58,747	42,968	194,293	1,445,354
6400 Other Operating	41,807	64,894	40,519	33,642	29,700	35,494	72,627	43,187	35,023	37,906	267,788	100,247	36,165	774,106
6500 Debt Services	0	0	0	500	0	0	272,625	0	0	500	0	0	52,438	326,063
6600 Capital Outlay	75,435	82,658	125,670	0	0	28,549	3,441	2,097	122	0	298	22,692	381,080	639,385
8900 Other Uses/Non Operating	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Expenditures:</b>	<b>1,566,160</b>	<b>1,521,749</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>2,308,925</b>	<b>2,152,472</b>	<b>2,257,401</b>	<b>2,447,733</b>	<b>2,196,520</b>	<b>3,775,868</b>	<b>28,484,189</b>
<b>ENDING BALANCE</b>	<b>1,777,172</b>	<b>1,742,273</b>	<b>280,688</b>	<b>-427,194</b>	<b>1,365,957</b>	<b>2,921,780</b>	<b>-74,783</b>	<b>-1,915,608</b>	<b>-951,401</b>	<b>-1,228,836</b>	<b>-690,194</b>	<b>-174,592</b>	<b>-655,951</b>	<b>227,037</b>
<b>GF FB as of 8/31/10</b>	<b>5,975,225</b>													
	<b>7,635,260</b>	<b>7,717,498</b>	<b>7,998,185</b>	<b>7,570,991</b>	<b>8,936,948</b>	<b>11,858,728</b>	<b>11,783,945</b>	<b>9,868,337</b>	<b>8,916,936</b>	<b>7,688,100</b>	<b>6,997,906</b>	<b>6,823,314</b>	<b>6,167,363</b>	

240	FOOD SERVICE	Actual Sep-09	Actual Sep-10	Actual Oct-09	Actual Nov-09	Actual Dec-09	Actual Jan-10	Actual Feb-10	Actual Mar-10	Actual Apr-10	Actual May-10	Actual Jun-10	Actual Jul-10	Actual Aug-10	2009-10 Totals
<b>REVENUE:</b>															
5700	<b>Local Revenue:</b>														
	Earnings from Temp Dep				2,288	0	0	2,200	0	0	2,263	0	0	1,928	8,679
	Foundation Revenue														
	Breakfast	9,317	6,580	9,105	9,159	6,368	11,525	10,365	8,204	8,572	6,689	601	0	7,680	87,585
	Lunch	21,413	18,288	23,918	19,762	13,634	20,784	21,363	19,088	19,930	15,490	1,489	15	14,805	191,692
	A La Carte	15,007	10,790	13,545	10,801	8,682	12,324	13,454	10,674	10,975	9,915	1,227	0	6,505	113,111
	Adult Lunches	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Catering/Vending	106	0	0	160	310	545	517	0	0	326	0	0	828	2,791
	Summer Food Service	0	0	0	0	0	0	0	0	0	0	199	210	0	409
	<b>Total Local Rev:</b>	<b>45,843</b>	<b>35,658</b>	<b>46,569</b>	<b>42,170</b>	<b>28,994</b>	<b>45,179</b>	<b>47,899</b>	<b>37,967</b>	<b>39,477</b>	<b>34,683</b>	<b>3,516</b>	<b>225</b>	<b>31,746</b>	<b>404,267</b>
5800	<b>State Revenue</b>														
5829	Misc St Program Rev.	0	0	0	0	0	0	0	9,822	0	0	0	0	0	9,822
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>0</b>	<b>9,822</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,822</b>
5900	<b>Federal Revenue</b>														
5921	School Breakfast	0	0	30,215	32,999	27,756	21,454	29,212	31,365	28,470	32,044	29,317	5,456	8,104	276,392
5922	National School Lunch	0	0	96,247	102,412	80,679	64,888	91,047	97,523	86,348	95,965	87,282	17,536	32,335	852,262
5923	USDA Donated Com	5,799	6,878	5,799	6,332	5,799	5,799	5,799	5,799	5,799	5,799	5,799	5,799	6,016	70,335
5929	Fed Rev TEA-Sum Feed	0	0	0	0	0	0	0	0	0	0	0	7,976	4,709	12,685
	<b>Total Federal Rev:</b>	<b>5,799</b>	<b>6,878</b>	<b>132,261</b>	<b>141,743</b>	<b>114,234</b>	<b>92,141</b>	<b>126,058</b>	<b>134,687</b>	<b>120,617</b>	<b>133,808</b>	<b>122,398</b>	<b>36,767</b>	<b>51,164</b>	<b>1,211,674</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>42,536</b>	<b>178,829</b>	<b>183,912</b>	<b>143,228</b>	<b>137,320</b>	<b>173,957</b>	<b>182,476</b>	<b>160,094</b>	<b>168,490</b>	<b>125,914</b>	<b>36,992</b>	<b>82,910</b>	<b>1,625,763</b>
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6100	Payroll & Benefits	33,976	33,814	47,704	50,672	47,049	46,454	48,305	48,938	48,523	50,227	48,736	42,814	58,574	571,972
6200	Contracted Services	380	0	380	126,502	99,509	93,554	149,600	97,723	96,972	85,234	0	127,189	44,211	921,254
6300	Supplies & Materials	5,799	6,878	5,826	5,889	5,831	6,015	5,865	5,906	5,861	5,853	5,799	5,841	-1,761	62,722
6400	Other Operating	18	0	50	42	63	10	14	219	27	29	150	26	128	774
6600	Capital Outlay	0	0	0	0	0	50,781	0	0	0	0	0	9,780	201,400	261,960
	<b>Total Expenditures:</b>	<b>40,172</b>	<b>40,693</b>	<b>53,959</b>	<b>183,104</b>	<b>152,452</b>	<b>196,815</b>	<b>203,783</b>	<b>152,785</b>	<b>151,383</b>	<b>141,343</b>	<b>54,685</b>	<b>185,651</b>	<b>302,551</b>	<b>1,818,682</b>
	<b>ENDING BALANCE</b>	<b>11,469</b>	<b>1,844</b>	<b>126,714</b>	<b>127,523</b>	<b>118,299</b>	<b>58,804</b>	<b>28,978</b>	<b>58,668</b>	<b>67,379</b>	<b>94,526</b>	<b>165,755</b>	<b>17,096</b>	<b>-202,545</b>	<b>-192,919</b>

511	DEBT SERVICE	Actual Sep-09	Actual Sep-10	Actual Oct-09	Actual Nov-09	Actual Dec-09	Actual Jan-10	Actual Feb-10	Actual Mar-10	Actual Apr-10	Actual May-10	Actual Jun-10	Actual Jul-10	Actual Aug-10	2009-10 Totals
<b>REVENUE:</b>															
5700	<b>Local Revenue:</b>														
5711	Taxes Current Year	2,074	3,386	0	7,370	492,538	711,833	325,076	29,372	11,126	8,558	9,812	5,520	2,424	1,605,703
5712	Taxes Prior Years	1,414	101	4,313	1,990	3,281	1,904	3,688	2,334	2,890	1,593	1,217	775	877	26,275
5719	Pen, Int, & Other	1,017	983	1,284	736	1,061	665	2,830	3,342	2,191	1,599	1,981	1,127	1,540	19,375
5742	Earnings Fm Temp Dep	292	133	311	308	416	1,136	1,166	1,346	1,342	1,408	0	1,447	602	9,773
	<b>Total Local Rev:</b>	4,798	4,603	5,908	10,403	497,295	715,538	332,760	36,395	17,549	13,158	13,010	8,868	5,443	1,661,125
5800	<b>State Revenue:</b>														
5829	St Rev Dist By TEA	0	0	0	10,827	0	0	0	0	0	0	0	0	53,869	64,696
	<b>Total State Rev:</b>	0	0	0	10,827	0	0	0	0	0	0	0	0	53,869	64,696
7900	<b>Other Res/Non-Oper:</b>														
7940	Other Res/Non-Oper Rev	0	0	0	0	0	0	0	0	0	0	1,381	0	0	1,381
	<b>Total Other Res:</b>	0	0	0	0	0	0	0	0	0	0	1,381	0	0	1,381
	<b>Total Revenue:</b>	4,798	4,603	5,908	21,230	497,295	715,538	332,760	36,395	17,549	13,158	14,391	8,868	59,312	1,727,202
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	0	295,000	0	0	0	0	0	460,000	755,000
6521	Interest on Bonds	0	0	0	0	0	0	523,284	0	0	0	0	0	517,384	1,040,669
6599	Other Debt Fees	0	0	0	500	0	0	0	400	0	0	0	0	0	900
	<b>Total Expenditures:</b>	0	0	0	500	0	0	818,284	400	0	0	0	0	977,384	1,796,569
	<b>ENDING BALANCE</b>	4,798	4,603	10,511	31,241	528,536	1,244,074	758,550	794,545	812,094	825,252	839,643	848,512	-69,561	-69,367
<b>Total Approved Budget</b>															
<b>199, 240, 511</b>															
	<b>TOTAL REVENUE</b>	3,399,772	3,311,162	2,904,659	2,055,789	4,253,749	6,026,184	2,995,154	612,188	1,378,713	1,210,213	1,897,843	2,067,788	3,262,139	32,332,586
	<b>TOTAL EXP</b>	1,606,333	1,562,442	2,493,194	2,461,444	2,399,720	2,448,361	3,585,287	2,462,111	2,303,855	2,398,744	2,502,417	2,382,171	5,055,804	32,571,601
	<b>ENDING BALANCE</b>	1,793,439	1,748,719	2,160,185	1,754,530	3,608,558	7,186,381	6,596,248	4,746,326	3,821,184	2,632,653	2,028,079	1,713,697	-79,968	

**Agenda Item Summary Sheet (4 B.6)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Checks Written – September 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 2010-2011 General Operating Budget.

**ECISD Board Policy**

None.

**Effective Date**

September 30, 2010

**Previous Board Action**

Approval of 2010-2011 General Operating Budget on August 17, 2010 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:

	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
<b>September</b>	\$597,731.27	\$589,273.28	\$808,126.97	\$655,949.80	\$629,351.65
<b>Subtotal YTD</b>	<b>\$597,731.27</b>	<b>\$589,273.28</b>	<b>\$808,126.97</b>	<b>\$655,949.80</b>	<b>\$629,351.65</b>
<b>October</b>	\$642,432.03	\$804,931.69	\$778,762.11	\$970,451.63	
<b>November</b>	\$742,766.77	\$750,671.57	\$1,140,664.10	\$750,661.87	
<b>December</b>	\$658,798.47	\$1,211,146.13	\$1,030,485.01	\$853,561.12	
<b>January</b>	\$2,339,695.79	\$1,045,238.51	\$995,619.31	\$880,591.27	
<b>February</b>	\$775,240.17	\$1,993,265.44	\$1,128,501.50	\$874,019.06	
<b>March</b>	\$1,924,176.33	\$660,962.20	\$1,107,119.75	\$694,107.70	
<b>April</b>	\$1,955,246.06	\$777,024.72	\$779,634.45	\$846,903.79	
<b>May</b>	\$947,243.08	\$867,612.30	\$1,105,700.63	\$758,644.83	
<b>June</b>	\$841,401.34	\$1,529,388.36	\$816,384.98	\$718,912.56	
<b>July</b>	\$485,322.31	\$803,678.77	\$813,160.04	\$718,935.08	
<b>August</b>	\$1,415,904.27	\$1,161,873.57	\$873,588.10	\$1,463,086.35	

<b>Student and Public Benefit</b>	Close monitoring of monthly bills paid and monthly cash flow helps to ensure the efficient use of public funds.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	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.
<b>Attachments</b>	List of checks written during the month of August are available in electronic format and were emailed to each member of the Board.
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	No action required. This is an information report only.
<b>Superintendent's Recommendation</b>	Information only. <b>Mark Pool, Superintendent of Schools</b>

**Agenda Item Summary Sheet (4 D.1)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Item***

<b>Consent Agenda: Curriculum and Instruction</b>	Evaluation of Career and Technology Education Programs
<b>Summary</b>	<p>According to policy EHBF (LEGAL), the District shall annually evaluate its career and technology education programs.</p> <p>In addition to this policy, the 78<sup>th</sup> Legislature enacted House Bill 3459. This legislation added § 7.027 to the Texas Education Code. Paragraph (b) of this statute states:</p> <p><i>The board of trustees of a school district or the governing body of an open-enrollment charter school has primary responsibility for ensuring that the district or school complies with all applicable requirements of state educational programs.</i></p> <p>To comply with these requirements we have evaluated our Career and Technology Education Program and will present the results of that evaluation for your consideration.</p>
<b>ECISD Board Policy</b>	EHBF (LEGAL), SPECIAL PROGRAMS: CAREER AND TECHNOLOGY EDUCATION
<b>Effective Date</b>	October 19, 2010
<b>Previous Board Action</b>	The Board annually reviews an evaluation of the district's Career and Technology Education (CATE) Program.
<b>Future Action Expected</b>	<p>The Board annually reviews an evaluation of the district's Career and Technology Education Program.</p> <p>Next month the Board will be presented with an <i>Improvement Plan</i> for the CATE Program.</p>
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<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>• PowerPoint Handout for Career &amp; Technology Education</li> <li>• School Board Approval Document, Career and Technology Education Evaluation for the 2010-2011 School Year</li> <li>• ECISD Career and Technology Education Board Evaluation</li> <li>• CTE Courses Enrollment Numbers</li> </ul>
<b>Contact Person(s)</b>	<p>Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction</p> <p>Steve Wernecke, CATE Coordinator</p>
<b>Action Required</b>	Motion, second and majority vote to approve the evaluation of the District's Career and Technology Education Program.
<b>Superintendent's Recommendation</b>	<p>I recommend that you approve the 2010-2011 evaluation of the District's Career and Technology Education Program as a part of the Consent Agenda.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

## Career & Technology Education

Steve Wernecke Asst.  
Principal / CTE  
Coordinator ECHS

2010-2011 School Year

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## Student / Program Demographic Overview

- Number of Students in District – 3,551
- Number of Students in ECHS - 1022
- Number of Students in Program – 856
- 84% of ECHS students are enrolled in one or more CTE courses
- Courses taken - 12% loss from 2009 to 2010

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## District Support

- Board Policy Adopted (EHBF – Legal)
- CTE Advisory Committee

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### Financial Information

- Total Amount of Funding
  - Local \$1,696,524
  - Federal \$46,615
- Areas of Expenditure
  - Department needs / supplies
  - Contest fees / travel / meals
  - Staff development / conferences

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### Staff Information

- All 17 CTE instructors are highly qualified
- Staff development includes annual conferences, training, continuing education hours and certification hours

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### Curriculum / Instruction

- Updating of classroom texts, materials and supplementary information as needed
- All instructors follow specific IEPs and continually make adaptations and modifications to meet the needs of all students
- Students may earn college credit through Tech Prep courses
- Welding course was added to the course selection in Fall 2010 (16 students enrolled in course)

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## School Board Approval

### Career and Technology Education Program 2010-2011 School Year

*Indicate yes or no for each item. If the indication is no, define the area for correction.*

1. Has the district adopted policies and procedures for this program?

Yes

No

Area for Correction:

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2. Do all teachers have the proper certification and/or endorsements required to teach in this area?

Yes

No

Area for Correction:

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3. Are academic and CATE programs integrated?

Yes

No

Area for Correction:

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4. Does the district evaluate your CATE programs on an annual basis?

Yes

No

Area for Correction:

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**5. Does your district offer a Career Investigations course at the middle School or Career Connections course at the high school level?**

**Yes**

**No**

**Area of Correction:**

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**6. Does your district encourage parental involvement and provide for parents to participate in school-sponsored activities.**

**Yes**

**No**

**Area of Correction:**

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ECISD Career and Technology Education Board Evaluation  
October 2010

The following information is a report on progress toward the accomplishment of activities and strategies identified in the ECISD Career and Technology Education Program Plan for 2009-2010 presented to the Board in October 2009:

The following data represents the number of career and technology students at El Campo High School who met the State passing standards for the Texas Assessment of Knowledge and Skills in 2010.

	<b>9</b>	<b>10</b>	<b>11</b>	<b>Total Students</b>	<b>% Passing</b>
<b>English Language Arts / Reading</b>	183/201	173/197	195/210	<b>551/608</b>	<b>91%</b>
<b>Mathematics</b>	118/191	113/192	176/212	<b>407/595</b>	<b>68%</b>
<b>Science</b>		113/195	181/211	<b>294/406</b>	<b>72%</b>
<b>Social Studies</b>		165/190	202/210	<b>367/400</b>	<b>92%</b>
<b>TOTAL (All Tests)</b>	<b>301/392</b>	<b>564/774</b>	<b>754/843</b>	<b>1620/2009</b>	<b>81%</b>

Goal 1: Increase Career and Technology Student Enrollment.

Objective 1: By the end of the 2009-2010 school year the Career and Technology Education student enrollment will increase by 5 percent.

<b>Activity / Strategy</b>	<b>Person Responsible</b>	<b>Formative Evaluation</b>	<b>Status</b>	<b>Summative Evaluation</b>	<b>Yes or No</b>
1. Implement additional innovative course/courses to assist in keeping CTE department innovative.	Steve Wernecke, Assistant Principal CTE Teachers	Additional CTE courses included in course selection plan	Ag Design and Fabrication course was added in the Fall 2010.	Sixteen students are enrolled in the program.	Yes
2. Recruitment of students by counselors, CTE teachers and CTE coordinator. All programs will be targeted but especially any program that show a decline in enrollment. Visits made to academic classes by CTE coordinator and counselors explaining benefits of CTE courses.	Steve Wernecke, Assistant Principal Lisa Gillis, Counselor CTE Teachers	Meetings were held during the spring semester to develop strategies to increase enrollment.	856 students are enrolled in CTE courses	There has been a decrease in overall enrollment of 124 students. The major decline is in technology classes and in Family Consumer Sciences.	Yes activity was met but enrollment is down

Objective 2: Advertise the benefits of CATE programs by illustrating real-life situations for students and parents.

<b>Activity/Strategy</b>	<b>Person Responsible</b>	<b>Formative Evaluation</b>	<b>Status</b>	<b>Summative Evaluation</b>	<b>Yes or No</b>
1. Create a new 2009/2010 video presentation profiling the CTE courses for students to view during 8 <sup>th</sup> grade pre-registration activities in the spring. 8 <sup>th</sup> grade students will visit high school campus in February 2010 to tour the CTE departments.	Steve Wernecke, Asst. Principal  Video tech teachers/students	Video was development	Video presentation profiling the CTE courses was presented to 8 <sup>th</sup> grade students in February 2010 at ECMS	Video completed and viewed by students, parents, and public	Yes
2. Organize Open House for parents and community members to visit CTE programs during the school day to witness students participating in activities.	Steve Wernecke, Assistant Principal  CTE teachers  Counselors	Open House date  Planning committee minutes	Open house for parents and community members was held on November 6, 2009	Agenda and sign in sheets will be recorded	Yes

Objective 3: By the Spring of 2010, all Career and Technology student groups will meet or exceed the required improvement on all sections of the TAKS test.

<b><i>Activity/Strategy</i></b>	<b><i>Person Responsible</i></b>	<b><i>Formative Evaluation</i></b>	<b><i>Status</i></b>	<b><i>Summative Evaluation</i></b>	<b><i>Yes or No</i></b>
1. Develop sponge activities that will be used at the beginning of all CTE classes. Sponge activities will align with sponge activities of math and science dept.	CTE Teachers	TAKS materials Sample TAKS questions	Sponge activities were developed and implemented daily for each class period by CTE teachers	Overall results in all test taken show an increase of 4 percentage points	Yes

Goal 2: Increase Career and Technology Student Awarding of Certificates/Licenses

Objective 4: CTE programs preparing students for certificate/license exams

<b><i>Activity/Strategy</i></b>	<b><i>Person Responsible</i></b>	<b><i>Formative Evaluation</i></b>	<b><i>Status</i></b>	<b><i>Summative Evaluation</i></b>	<b><i>Yes or No</i></b>
1. Increase the number of eligible CTE students taking exams for certificates/licenses.	CTE Teachers of programs that offer certificates/licenses	List of qualified students registered for exams	Ten students were eligible to take exams	Six students passed with one pending	Yes

CTE Enrollment Comparison

New Course Name	2010-2011	Old Course Name	2009-2010	2008-2009	2007-2008	2006-2007	2005-2006	2004-2005
Princ. Ag, Fd, Nat. Res.	77	Intro World Ag Sci	30	43	28	33	26	28
Not Used		Apl Ag Sci & Tech	27	47	23	29	25	18
Ag.Mech & Met Tech	28	Intro Ag Mech	36	19	18	0	14	25
Not Used		Equine Sci	12	22	1	0	0	0
Ag Fac Dsn & Fabr	16	Ag Met Fab Tech	20	19	20	0	10	22
Not Used		Animal Science	41	22	13	10	13	13
Adv Animal Science	24	Adv Animal Science	21	20	11	0	0	10
Wildlife,Fish,Eco Mgt	50	Wildlife Rec/ Mgt	39	44	34	20	15	13
Energy/Nat Res Tech	39							
Landscp Ds/Turf Gr Mgt	19							
Horticulture Science	17	Intro Hort Sci	24	0	0	14	0	0
Not Used		Ag Comm	23	0	0	0	0	0
Not Used		Home Maint/ Impr	102	54	40	20	15	23
Not Used		Pers. Skill/Dev	24	0	0	0	0	0
Prin/Elem Floral Design	91	Floral Design	77	70	86	42	60	55
Wildlife,Fish,Eco Mgt	57							
Not Used		Adv Floral Design	41	37	34	27	34	20
	<b>418</b>		<b>517</b>	<b>397</b>	<b>308</b>	<b>195</b>	<b>212</b>	<b>227</b>
Prn Bus Mkt & Finance	24							
Touch System Data Entry	48	Keyboarding	33	21	68	136	142	150
Not Used		Accounting 1	5	2	4	14	16	12
Not Used		Accounting 2	1	1	1	2	2	1
Money Matters	285	Pers. Finance	114	0	16	10	0	0
Business Law	54	Bus Law	25	0	15	7	14	19
Bus Info Mgt	39	BCIS	112	219	235	129	203	162
	<b>450</b>		<b>290</b>	<b>243</b>	<b>339</b>	<b>298</b>	<b>377</b>	<b>344</b>
Animation	11	Bus Image Mgt	29	49	66	29	41	29
Not Used		Multimedia	14	17	13	14	16	19
Audio Video Production	13	Video Tech	52	66	82	47	30	31
Web Technologies	14	Web Mastering	0	25	24	17	14	25
Print Image Technology	16	Desktop Pub	74	74	46	43	39	26
Not Used		I/S Tech Appl	0	0	0	0	0	2
	<b>54</b>		<b>169</b>	<b>231</b>	<b>231</b>	<b>150</b>	<b>140</b>	<b>132</b>

CTE Enrollment Comparison

		Per/Fam Development	40	62	44	18	23	13
Lifetime Nutri/Wellness	15	Nutr & Food Science	88	153	169	120	117	104
Child Development	43	Child Development	17	38	28	13	16	20
Not Used		Prep for Parenting	13	35	13	5	20	13
Not Used		Interior Design	0	25	20	13	21	11
Food Science	7	Food Sci Tech	91	100	115	46	72	38
Instr Prac Educa & Train	10	Ready, Set Teach	19	12	19	0	0	0
Culinary Arts	75	Culinary Arts	42	0	0	0	0	0
Pract Culinary Arts	6							
Not Used		VEH Hom Eco (spec ed)	4	5	4	6	7	9
	<b>156</b>		<b>314</b>	<b>430</b>	<b>412</b>	<b>221</b>	<b>276</b>	<b>208</b>
Not Used		Eng, Powr, Transp	12	72	30	28	46	32
Princ Manufacturing	79	Prod System - Metals	73	51	72	41	44	51
Construction Management	26	Constr System - Metals	0	29	35	21	21	22
Construction Technology	70	Constr System - Woods	48	68	33	27	24	0
Eng Dsn & Pres	30	Comm Graphics	23	23	24	9	15	11
Not Used		Mnf Systems - Woods	14	5	8	0	0	0
Building Maint Technology	17							
Welding	39	Mnf Systems -Metals	31	35	24	22	25	27
Princ Arch/Constr	7	Architech Graphics	3	16	5	5	6	10
Architectural Design	1	Engineering Graphics	7	2	1	4	2	1
Prec Metal Mfg	10	R/D/D Metals	14	11	11	4	10	3
Not Used		R/D/D Woods	0	0	1	0	0	0
Not Used		R/D/D Comm Graph	1	0	0	1	3	0
Flexible Manufacturing	3	PST Metals	4	4	2	1	0	0
Not Used		PST Comm Graph	0	0	0	0	0	0
Not Used		PST Woods	0	0	0	0	0	0
Not Used		Sheet Metal	0	0	1	0	0	0
Not Used		Career Connections	128	87	47	24	35	39
	<b>282</b>		<b>358</b>	<b>403</b>	<b>294</b>	<b>187</b>	<b>231</b>	<b>196</b>
Career Prep 1	101	Career Prep1	137	171	189	171	142	128
Career Prep 2	29	Career Prep 2	33	23	0	12	14	23
	<b>130</b>		<b>170</b>	<b>194</b>	<b>189</b>	<b>183</b>	<b>156</b>	<b>151</b>
Not Used		ACRRT 1	0	17	30	13	26	17
Not Used		ACRRT 2	0	10	7	5	5	3
	<b>0</b>		<b>0</b>	<b>27</b>	<b>37</b>	<b>18</b>	<b>31</b>	<b>20</b>

CTE Enrollment Comparison

Automotive Technology	19	Auto Tech 1	9	20	23	19	13	14
Adv Automotive Tech	3	Auto Tech 2	2	1	6	0	3	4
comb w/auto tech 2		AYES	2	6	4	2	3	3
Small Engine Repair	12	Auto specilization	26	24	38	0	0	0
	<b>34</b>		<b>39</b>	<b>51</b>	<b>71</b>	<b>21</b>	<b>19</b>	<b>21</b>
Cosmetology 1	21	Cosmetology 1	23	16	32	15	11	7
Cosmetology 2	7	Cosmetology 2	10	16	11	6	5	15
	<b>28</b>		<b>33</b>	<b>32</b>	<b>43</b>	<b>21</b>	<b>16</b>	<b>22</b>
Prin Health Science	26	Health Sci Tech 1	33	42	33	31	35	24
Not Used		Nurse Aide Trn	0	4	4	5	0	0
Medical Terminology	3							
Health Science	10	Health Sci Tech 2	20	17	22	15	8	16
Pract Health Science	3	Health Sci Tech 3	1	3	6	0	2	3
Not Used		Pharmacology	15	6	11	8	18	0
Prob Sol-Sports Medicine	3							
	<b>45</b>		<b>69</b>	<b>72</b>	<b>76</b>	<b>59</b>	<b>63</b>	<b>43</b>
	<b>1,597</b>		<b>1,959</b>	<b>2,080</b>	<b>2,000</b>	<b>1,353</b>	<b>1,521</b>	<b>1,364</b>

Certificates:

Automotive - 2 students took the test and 2 students received certification

Cosmetology - 1 student took the test and 0 student received certification

Culinary Arts

Pharmacy Tech - 5 students took the test and 4 students received certification

Welding Ag Mech

**Agenda Item Summary Sheet (6 C)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Curriculum and Instruction** Appointment of Trustees to Post Secondary Opportunities  
Community Advisory Committee

**Summary**

Last month during the Board's discussion with Pat Buss about our Gifted and Talented and Advanced Placement Programs there was a considerable amount of concern that we are not focusing enough energy and resources on graduating students who are "college ready." We talked about how this will require a cultural change, beginning in our elementary schools, for students and their parents to realize the opportunities for them when they graduate from high school and what it takes to be prepared to take advantage of those opportunities.

As an administrative team we are already exploring a number of programs and/or parts of programs that we can implement throughout the district to stress the importance of some type of post secondary education (4-year university, 2-year community college, technical school, or military) and what it takes to be prepared. However, the administrative team and I believe that this is an initiative that needs to involve the entire community (parents, school personnel, board members, business people, government officials, etc.) if we are going to be successful.

To accomplish this I would like to organize a Post Secondary Opportunities Community Advisory Committee. While attending the TASA/TASB Convention following our last regular meeting I attended a number of breakout sessions on how districts are trying to change their culture to one of college and post secondary readiness. Those who are being successful have taken this approach.

**ECISD Board Policy** BDB (LOCAL), BOARD INTERNAL ORGANIZATION:  
INTERNAL COMMITTEES

**Effective Date** October 19, 2010

**Previous Board Action** Discussion last month on ways to improve delivery of services in the area of advanced academics.

**Future Action Expected** Periodic reports from the Post Secondary Opportunities Community Advisory Committee on the activities that are being implemented to prepare our students for life after high school.

**Background Information and Significant Issues**

According to LOCAL policy the President shall appoint members to special committees created by the Board to fulfill specific assignments, unless otherwise provided by Board action. These committees may include District personnel and citizens. The function of committees shall be fact-finding, deliberative, and advisory, but not administrative. Special committees shall report their findings to the Board and shall be dissolved upon completion of the assigned task or vote of the Board.

The President of the Board and the Superintendent shall be ex officio members of all Board committees, unless otherwise provided by Board action.

NOTE: This doesn't necessarily have to be a formal "board" committee, but it can be.

**Fiscal Impact**

None.

**Student and Public Benefit**

Hopefully we will be able to change our culture so that students understand what it takes and are prepared to succeed in the path they take after high school.

**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 Schools  
Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction

**Action Required**

Board President will appoint committee members.

**Superintendent's Recommendation**

None.  
**Mark Pool, Superintendent of Schools**

**Curriculum and Instruction**      Review of AEIS and AYP Accountability Systems

**Summary**

**State Accountability System.** The State Board of Education has adopted a set of indicators of the quality of learning in our public schools. Campus and District performance on the indicators are compared to state-established standards, and the degree of change from one school year to the next on each indicator is also considered. The indicators are based on information that is disaggregated by race, ethnicity, gender, and socioeconomic status.

The District's overall performance by all student populations and on the performance of each of its individual campuses, as demonstrated on this state-adopted Academic Excellence Indicator System (AEIS), is the primary consideration for the District's accreditation.

Each year the local Board is required to publish an annual report describing the educational performance of the District and of each campus in the District. This report is provided by TEA and is termed the Academic Excellence Indicator System (AEIS) Report. It is intended to inform the public about the educational performance of the District and of each campus in relation to the District, the state, and a comparable group of schools.

The information in the AEIS Report is also to be the primary consideration in District and campus planning.

**Federal Accountability System.** For each district receiving federal funds under Title I, Part A, the district must use the state academic assessments and other indicators described in the state plan to annually review the progress of each school to determine whether the school is making adequate yearly progress (AYP). The District is also required to publicize and disseminate the results of this local annual review to parents, teachers, principals, schools, and the community.

**Performance-Based Monitoring.** As a result of legislative action in the 78<sup>th</sup> Regular Legislative Session, various federal programs are also reviewed through TEA's Performance-Based Monitoring (PBM). Some underlying strategies of PBM include a shift away from process to results, a strong emphasis on data integrity, and new applications of sanctions and interventions.

**ECISD Board Policy**

BR (LEGAL), REPORTS

GND (LEGLA), RELATONS WITH EDUCATIONAL ENTITIES:  
STATE EDUCATION AGENCY

EHBD (LEGAL), SPECIAL PROGRAMS: FEDERAL TITLE I  
PROGRAMS

<b>Effective Date</b>	October 19, 2010
<b>Previous Board Action</b>	The Board annually reviews the state (AEIS) and federal accountability (AYP) systems.
<b>Future Action Expected</b>	Annual approval of Academic Excellence Indicator and Adequate Yearly Progress Reports.
<b>Background Information and Significant Issues</b>	<p>According to policy, the District shall identify for <u>school improvement</u> any elementary school or secondary school served under Title I, Part A that fails, for two consecutive years, to make adequate yearly progress.</p> <p>Each school identified for school improvement must develop or revise a school plan for District approval. Parents of children in that school must also be notified of their option to transfer their child to another public school, with transportation provided by the District, or to obtain supplemental educational services for their child.</p> <p>In the case of any school that fails to make adequate yearly progress by the end of the second full year after the identification, the District must implement a system of <u>corrective action</u>.</p> <p>If, after one full school year of corrective action, a school subject to such corrective action continues to fail to make adequate yearly progress, then the District must develop a <u>restructuring plan</u>.</p> <p>Not later than the beginning of the school year following the implementation of the restructuring plan, the District must implement one of the following alternative governance arrangements:</p> <ol style="list-style-type: none"> <li>1. Reopen the school as a public charter school.</li> <li>2. Replace all or most of the school staff (which may include the principal).</li> <li>3. Enter into a contract with a private management company to operate the public school.</li> <li>4. Turn the operation of the school over to TEA.</li> <li>5. Execute any other major restructuring of the school's governance arrangement that makes fundamental reforms, such as significant changes in the school's staffing and governance, to improve student academic achievement.</li> </ol>
<b>Fiscal Impact</b>	None.

<b>Student and Public Benefit</b>	The state and federal accountability systems ensure that schools provide adequate instructional programs for standards based student achievement.
<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>• Table 29 from Appendix C of the 2010 State Accountability Manual – <i>Comparison of State and Federal Systems</i>.</li> <li>• An Administrator’s Guide To Accountability, 2011 and Beyond (included under separate cover)</li> </ul>
<b>Contact Person(s)</b>	Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction
<b>Action Required</b>	None.
<b>Superintendent’s Recommendation</b>	This is an information item only. No action required. <b>Mark Pool, Superintendent of Schools</b>

## Appendix C – Comparison of State and Federal Systems

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In addition to the state accountability system, which is mandated by the Texas legislature, there is also a federal system of public school accountability. Although the state system has been in place since 1993, the accountability provisions in the federal No Child Left Behind (NCLB) Act were first applied to the Texas public schools in 2003. Campuses, districts and the state were evaluated for Adequate Yearly Progress (AYP) for the first time in 2003.

The purpose of this appendix is to provide details comparing the state accountability system to the federal (AYP) system. Though there are some similarities and elements in common between the two, there are significant differences. For complete details about the federal system, see the *AYP Guide*. The *Guide* as well as other information about AYP can be found at the AYP website at <http://ritter.tea.state.tx.us/ayp/index.html>.

### COMPARISON

The following tables provide comparisons of the state and federal systems. *Table 29* contains a side-by-side comparison of the indicators, restrictions, requirements, and source data for both systems.

*Table 30* is a comparison by grade level. With this table, a campus can compare the use of various indicators by grade. For example, a grade 3-5 campus is evaluated in both the state and federal systems on TAKS reading and mathematics, although AYP evaluates more student groups for each of these indicators. In a grade 3-5 campus, its AYP status also depends on attendance and participation indicators, while its state rating includes TAKS writing and science results.

**Table 29: 2010 Comparison of State and Federal Accountability (AYP) by Indicator**

	<b>State Accountability (Standard Procedures)</b>	<b>AYP</b>
<b>TAKS and TAKS (Accommodated)</b>		
Subjects & Standards	Reading/ELA* ..... <i>Exemplary</i> 90% / <i>Recognized</i> 80% / <i>Acceptable</i> 70% Mathematics* ..... <i>Exemplary</i> 90% / <i>Recognized</i> 80% / <i>Acceptable</i> 60% Writing ..... <i>Exemplary</i> 90% / <i>Recognized</i> 80% / <i>Acceptable</i> 70% Social Studies ..... <i>Exemplary</i> 90% / <i>Recognized</i> 80% / <i>Acceptable</i> 70% Science ..... <i>Exemplary</i> 90% / <i>Recognized</i> 80% / <i>Acceptable</i> 55% All values rounded to the nearest whole number. *Includes cumulative pass rate for grades 5 and 8 in reading and mathematics.	Reading/ELA* ..... <i>Meets AYP</i> 73% Mathematics* ..... <i>Meets AYP</i> 67%  All values rounded to nearest whole number. * Includes cumulative pass rate for grades 5 and 8 in reading and mathematics
Grades	3–11 (English); 3–5 (Spanish)	3–8, and 10 (English); 3–5 (Spanish)
Student Groups	All Students African American Hispanic White Economically Disadvantaged	All Students African American Hispanic White Economically Disadvantaged Special Education Limited English Proficient (LEP)
Minimum Size	All Students..... Any (Special Analysis if small) Student Groups..... 30/10%/50	All Students .....Any (Special Analysis if small) Student Groups ..... 50/10%/200
Improvement	To <i>Acceptable</i> : Has enough gain to meet <i>Acceptable</i> standard in 2 years. To <i>Recognized</i> : At 74% – 79% and has gain to meet 80% standard in 2 years. Note: TPM is not included in calculations	10% decrease in percent <i>not passing</i> AND the relevant other measure requirements for the student group
Texas Projection Measure (TPM)	Percent Meeting the TAKS Standard with TPM is evaluated to move to <i>Acceptable</i> , <i>Recognized</i> , or <i>Exemplary</i> . May move only one level.	AYP Proficiency Rate with Growth includes student results that did not meet the passing standard but are projected to meet the standard based on TPM.
Mobility Adjustment	District and campus accountability subsets used.	District and campus accountability subsets used.
Pairing	Paired with feeder campus (or district).	Paired with feeder campus (or district) in certain conditions.

**Table 29: 2010 Comparison of State and Federal Accountability (AYP) by Indicator (continued)**

	State Accountability (Standard Procedures)	AYP
<b>Other Assessments</b>		
TELPAS Reading	N/A: Assessment not included for determining ratings.	Combined with TAKS and TAKS (Accommodated) results by subject for students not tested on TAKS or TAKS (Accommodated) for Performance and Participation. Note: For each of these assessments, except TELPAS, AYP Proficiency Rate with Growth includes student results that do not meet the passing standard but are on track to meet the standard based on the TPM or the TAKS-Alt growth measure.
TAKS LAT		
TAKS-Modified		
TAKS-Modified LAT		
TAKS-Alternate		
<b>Additional Assessment Features</b>		
Exceptions to the Standard	Up to 4 TAKS exceptions allowed to move to <i>Acceptable</i> or <i>Recognized</i> . One exception allowed to move to <i>Exemplary</i> . Number of assessment measures evaluated, minimum performance floors, and prior use determine eligibility. TPM not included in floor.	N/A
Cap on Alternate Assessments	N/A	Cap on number of students counted as <i>proficient</i> or <i>met growth</i> on TAKS-Alt and TAKS-M.
<b>Attendance Rate</b>		
Standard	N/A: Used only for Gold Performance Acknowledgment	Meets AYP ..... 90.0% "Other Measure" for elementary and middle schools. All values rounded to nearest one-tenth of a percent.
Student Groups		All Students only
Minimum Size		All Students.... 7,200 (40 students x 180 days) Student Groups* ..... 50/10%/200 * Student groups used only for performance gain.
Improvement		At least 0.1% improvement.
<b>Annual Dropout Rate (grades 7 8)</b>		
Standards	Grades 7-8... <i>Exemplary, Recognized, &amp; Acceptable</i> ..... ≤ 1.8% All values rounded to one-tenth.	N/A: Indicator not evaluated.
Student Groups	All Students, African American, Hispanic, White, Economically Disadvantaged	
Minimum Size	All Students ..... At least 5 dropouts and 10 in denominator Student Groups ..... At least 5 dropouts and 30/10%/50 in denominator	
Improvement	<ul style="list-style-type: none"> <li>To <i>Acceptable, Recognized</i> or <i>Exemplary</i> :                              If rate has declined enough to meet the 1.8% standard in 2 years.</li> <li>Minimum Size (All Students and groups): At least 10 in prior year.</li> </ul>	
Middle School w/o dropout rate	N/A: Indicator not evaluated.	

**Table 29: 2010 Comparison of State and Federal Accountability (AYP) by Indicator (continued)**

	State Accountability (Standard Procedures)	AYP
<b>Completion Rate (grades 9-12)</b>		
Standards	Graduates+Continuers • Exemplary .....95.0% • Recognized .....85.0% • Acceptable .....75.0% <i>All values rounded to nearest one-tenth of a percent.</i>	Graduates only ..... 75.0% (statewide goal 90%) "Other Measure" for high schools and districts. All values rounded to nearest one-tenth of a percent.
Student Groups	All Students, African American, Hispanic, White, Economically Disadvantaged	All Students only
Minimum Size	All Students ..... At least 5 dropouts and 10 in denominator Student Groups .....At least 5 dropouts and 30/10%/50 in denominator	All Students .....At least 40 in denominator Student Groups* ..... 50/10%/200 * Student groups used only for safe harbor.
Improvement	• To <i>Acceptable</i> : Has enough gain to meet 75.0% standard in 2 years • To <i>Recognized</i> : 75.0% - 84.9% and has enough gain to meet 85.0% standard in 2 yrs  <i>Minimum Size (All Students and groups): At least 10 in prior year</i>	• 4-year Graduation Rate alternatives: o Safe Harbor Target – a 10.0% decrease in difference between the prior 4-year graduation rate and the 90.0% statewide goal. o Improvement Target – a 1.0% increase from the prior year 4-year graduation rate. • 80% 5-year Graduation Rate.
High School w/o completion rate	N/A: Indicator not evaluated.	N/A: Indicator not evaluated.
<b>Participation Rate: Reading/ELA &amp; Mathematics</b>		
Standard	N/A: Indicator not evaluated. Monitoring interventions may occur with excessive absences.	Tested at campus/district ..... 95% All values rounded to nearest whole number.
Student Groups		All Students, African American, Hispanic, White, Economically Disadvantaged, Special Education, Limited English Proficient (LEP)
Minimum Size		All Students .....At least 40 in denominator Student Groups .....50/10%/200
<b>Other Campus and District Situations</b>		
Registered Alternative Education Campuses	Rated under Alternative Education Accountability (AEA) Procedures.	Evaluated under same criteria as regular campuses.
Charter Operators	Evaluated under same criteria as regular districts.* *Charter Operators may be rated under AEA Procedures.	Evaluated under same criteria as regular districts.
Charter Schools	Evaluated under same criteria as regular campuses. (Charter schools are not paired.)	Evaluated under same criteria as regular campuses.
New Campuses	All campuses (established or new) are rated.	New campuses are not evaluated.
Additional District Requirements	• Must have no <i>Unacceptable</i> campuses to be <i>Exemplary</i> or <i>Recognized</i> . • Must meet Underreported Student standards to be <i>Exemplary</i> or <i>Recognized</i> .	No additional district requirements.

**Table 30: 2010 Grade Level Comparison of State (Standard Procedures) and Federal Accountability**

Grade	Student Group	†Reading ELA	†Math	Writing	Social Studies	Science	**HS Completion	Annual Dropout	Attendance	Participation	
										Read/ELA	Math
Grade 1#	All Students								AYP		
	AA/H/W/ED*										
	Special Ed & LEP										
Grade 2#	All Students								AYP		
	AA/H/W/ED*										
	Special Ed & LEP										
Grade 3	All Students	AYP/State	AYP/State						AYP	AYP	AYP
	AA/H/W/ED*	AYP/State	AYP/State							AYP	AYP
	Special Ed & LEP	AYP	AYP							AYP	AYP
Grade 4	All Students	AYP/State	AYP/State	State					AYP	AYP	AYP
	AA/H/W/ED*	AYP/State	AYP/State	State						AYP	AYP
	Special Ed & LEP	AYP	AYP							AYP	AYP
Grade 5	All Students	AYP/State	AYP/State			State			AYP	AYP	AYP
	AA/H/W/ED*	AYP/State	AYP/State			State				AYP	AYP
	Special Ed & LEP	AYP	AYP							AYP	AYP
Grade 6	All Students	AYP/State	AYP/State						AYP	AYP	AYP
	AA/H/W/ED*	AYP/State	AYP/State							AYP	AYP
	Special Ed & LEP	AYP	AYP							AYP	AYP
Grade 7	All Students	AYP/State	AYP/State	State				State	AYP	AYP	AYP
	AA/H/W/ED*	AYP/State	AYP/State	State				State		AYP	AYP
	Special Ed & LEP	AYP	AYP							AYP	AYP
Grade 8	All Students	AYP/State	AYP/State		State	State		State	AYP	AYP	AYP
	AA/H/W/ED*	AYP/State	AYP/State		State	State		State		AYP	AYP
	Special Ed & LEP	AYP	AYP							AYP	AYP
Grade 9	All Students	State	State				AYP/State				
	AA/H/W/ED*	State	State				State				
	Special Ed & LEP										
Grade 10	All Students	AYP/State	AYP/State		State	State	AYP/State			AYP	AYP
	AA/H/W/ED*	AYP/State	AYP/State		State	State	State			AYP	AYP
	Special Ed & LEP	AYP	AYP							AYP	AYP
Grade 11	All Students	State	State		State	State	AYP/State				
	AA/H/W/ED*	State	State		State	State	State				
	Special Ed & LEP										
Grade 12#	All Students						AYP/State				
	AA/H/W/ED*						State				
	Special Ed & LEP										

\* AA/H/W/ED refers to the student groups African American, Hispanic, White, and Economically Disadvantaged.

\*\* High School Completion is defined differently for AYP: Under AYP, only the *Graduates* component of the longitudinal Completion Rate is used, including 4-year and 5-year diploma recipients.

# Schools are paired when they do not have grades tested. The use of paired data differs between the two systems.

† Performance on TAKS reading/ELA and math include slightly different groups of students for AYP: Minimum size for student groups in AYP is 50/10%/200; for state accountability it is 30/10%/50. Also AYP includes TAKS-M and TAKS-Alt results and all LAT results for reading/ELA and math while state accountability does not.



**Agenda Item Summary Sheet (6 B)**  
**Meeting Date: October 19, 2010**  
**Submitted by: Mark Pool, Superintendent**

## ***Discussion Item***

**Curriculum and Instruction** Discuss Elementary Curriculum and Instruction with Curriculum Facilitators

**Summary** The Board will have the opportunity to discuss elementary curriculum and instruction issues with the Elementary Curriculum Facilitators.

**ECISD Board Policy** None.

**Effective Date** October 19, 2010

**Previous Board Action** The Board last had the opportunity to meet with Elementary Curriculum Facilitators in March 2010.

**Future Action Expected** The Board will occasionally meet with campus administrators and curriculum facilitators to discuss our instructional programs.

**Background Information and Significant Issues** None.

**Fiscal Impact** None.

**Student and Public Benefit** These discussions should help us all to stay focused on improving student academic performance.

**Procedural and Reporting Implications** None.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** None.

**Attachments** None.

**Contact Person(s)**

Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction

Elementary Principals – Liz Graves, Mauri Couey, and Diann Srubar

English Language Arts Facilitator – Delores Janik

Math Facilitator – Gwen Johnson

Science Facilitator – Laura Deiss

**Action Required**

No action required.

**Superintendent's Recommendation**

This is an information item only.

**Mark Pool, Superintendent of Schools**