

Agenda of Regular

The Board of Trustees El Campo Independent School District

A Regular of the Board of Trustees of El Campo Independent School District will be held July 19, 2011, 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. Business and Operations	
A. Review of Preliminary Budget for 2011-2012	4
3. Closed Session:	
4. Call to Order/Opening Prayer/Pledge of Allegiance	
5. Recognition	
6. Consent Agenda	
A. Governance	
1. Consider Approval of Revised School Calendar for 2011 - 2012 School Year	6
B. Business and Support Services	
7. Consider Approval of the Minutes	
8. June 21, 2011 Regular Meeting	11
9. Consider Annual Review and Approval of Board Operating Procedures	16
10. Review LEGAL Policies and Consider Approval of Additions, Revision, or Deletions of LOCAL Policies as Recommended by TASB Policy Service and According to the Instruction Sheet for TASB Localized Policy Manual Update 90.	25
11. Consider Approval of Contract with the Law Firm of Linebarger Goggan Blair & Sampson, LLP for the Administrative Appeal and Any Judicial Appeal of the Property Value Study Findings as Conducted by the Comptroller's Offices as of January 1, 2011 for the School Year 2012-2013.	27
12. Consider Approval of Annual Maintenance Department Evaluation	30
13. Review of Monthly Financial Reports	34
14. Review List of Checks Written for the Month of June, 2011	42
15. Personnel	
16. Consider Approval of Annual PDAS Calendar	44
17. Consider Approval of PDAS Appraisers	47
18. Curriculum and Instruction	
19. Review of Summer School Activities	50
20. Students	
21. Consider Approval of School-Sponsored / School Related Activities for the 2011 - 2012 School Year	54

22. Discuss Proposed Tax Rate That Will Be Published in "Notice for Public Meeting to Discuss Budget and Proposed Tax Rate" and Setting the Date and Time for That Meeting	58
23. Review Traffic Procedures Developed by Student Drop-Off and Pick-Up Process Improvement Team	61
24. Curriculum and Instruction	
25. Review of TAKS Scores from Spring 2011	72
26. Discuss Expectations for Workshop to Discuss Student Achievement and Return on Investment in CSCOPE Curriculum and Curriculum Facilitators	89
27. Governance	
A. Discussion With Wharton County Election Administrator, Judy Owens, Regarding Options for Glen Flora Voting Location	91
28. Elect Delegate to the TASA/TASB Annual Convention	103
29. Consider Action on Information Discussed During Closed Session Regarding:	
30. Pending Litigation, S.R. by Next Friends M.R.,N.R., and P.R. v. El Campo ISD, et al., in the U.S. District Court for the Southern District of Texas, Cause Number 4:04-cv-03263; and	
31. Cause No.D-1GN-08003644;P.R.,M.R., and N.R., Individually and as Next Friend of S.R., v. Central Texas Autism Center, Inc. and Cara Brown v. El Campo Independent District, In District Court of Travis County, Texas In the 126th Judicial District	
32. Texas Government Code § 551.074 (1) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee	
33. The Board Will Meet in a Closed Meeting to Conduct the Mid-Year Formative Evaluation of the Superintendent	
34. Texas Government § 551.071 CONSULTATION WITH SCHOOL ATTORNEY Regarding Pending Litigation, S.R. by Next Friends M.R.,N.R., and P.R. v. El Campo ISD, et al., in the U.S. District Court for the Southern District of Texas, Cause Number 4:08-cv-03263; and Cause D-1GN-08003644; P.R., M.R., and N.R., Individually and as Next Friend of S.R., v. Central Texas Autism Center, Inc. and Cara Brown v. El Cmapo Independent School District, In District Wourt of Travis County, Texas, in the 126th Judicial District	
35. The Board Will Seek Advice From the District's Attorney Regarding Pending or Contemplated Litigation	
36. Personnel	
A. Discuss Extension of Teacher Official Workday by Thirty Minutes	106
37. Discuss Proposed Staffing Guidelines	109
38. Review of Preliminary Class Sizes	114
39. Consider Approval of Conversion of Athletic Director Travel Supplement to Salary	
40. Superintendent's Report	
A. Personnel	
B. Curriculum and Instruction	
C. Community and Governmental Relations	
41. Governance	
42. Business and Support Services	
43. Students	
44. Adjournment	

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 July 13, 2011 at 2:00 p.m.

For the Board of Trustees

Business and Operations Review of Preliminary Budget Estimates

Summary

According to *Texas Education Code §44.002*, the Superintendent shall prepare, or cause to be prepared, a proposed budget covering all estimated revenue and proposed expenditures of the District for the following fiscal year. The proposed budget shall be prepared on or before August 20th.

LOCAL policy on budget planning states that *Budget planning shall be an integral part of overall program planning so that the budget effectively reflects the District's programs and activities and provides the resources to implement them. In the budget planning process, general educational goals, specific program goals, and alternatives for achieving program goals shall be considered, as well as input from the District- and campus-level planning and decision-making committees.*

According to TEA guidelines, the Board shall adopt a budget by Fund and Function. Funds included in the General Operating Budget include:

- 199 – General Fund
- 240 – Food Service
- 511 – Debt Service

Revenue and expenditures for special revenue funds will be presented to the Board for review, but do not require formal approval.

ECISD Board Policy CE (LEGAL) / (LOCAL) ANNUAL OPERATING BUDGET

Effective Date July 19, 2011

Previous Board Action The Board has reviewed the proposed Budget Reduction Plan monthly since the regular meeting in February.

Future Action Expected Budget Review – Regular Meeting on July 19th at 7:00 p.m.
Record Vote on Proposed Tax Rate and Date and Time for Public Meeting to Discuss Budget and Proposed Tax Rate - Special Meeting on August 9th at 6:00 p.m.
Proposed Budget - Regular Meeting on August 16th at 7:00 p.m.
Public Meeting to Discuss Budget and Proposed Tax Rates –

Special Meeting on August 30, 2011 at 6:00 p.m.

Adopt General Operating Budget and Proposed Tax Rates –
Special Meeting on August 30, 2011 at 6:30 p.m.

Background Information and Significant Issues

Very little has changed since we reviewed the Preliminary Budget at the Regular Meeting on June 21st; nor do we anticipate in any additional changes until after the Chief Appraiser releases her certified values on or before July 25th.

Fiscal Impact

Unknown.

Student and Public Benefit

Detailed financial planning ensures that funds are available to provide the necessary personnel, facilities, equipment and supplies for an appropriate education for all students; and that taxpayer' dollars are spent wisely.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

None.

Attachments

None.

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations

Action Required

No action required.

Superintendent's Recommendation

This is a discussion item only.

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (4 A.5)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda
Curriculum And Instruction**

Consider approval of 2011-2012 School Calendar

Summary

At the regular meeting on January 18, 2011, the Board approved the School Calendar for 2011-2012 school year. After receiving the state testing calendar and finding that there are over twenty-five days in the second semester when we will be administering one or more STARR or End-of-Course state assessments, we are recommending revisions to the approved calendar in an effort to balance the actual instructional days in each semester.

ECISD Board Policy

EB (LEGAL), SCHOOL YEAR

Effective Date

2011-2012 School Year.

Previous Board Action

At a regular meeting on October 19, 2010 the Board set parameters for the development of the 2011-2012 school calendar. The calendar was approved at a regular meeting on January 18, 2011.

Future Action Expected

None.

**Background Information and
Signification Issues**

The following information illustrates the proposed changes:

Staff Development Days – Student Holiday (5)

August 16-19
January 16

Data Analysis & Instructional Planning – Student Holiday (2)

~~November 7~~ **October 31**
April 9

**Curriculum & Instructional Planning – ~~10:30 a.m. Start for
Classes (8)~~**

September 12
October 3
~~November 14~~ **November 7**
~~December 12~~ **December 5**
~~February 6~~ **January 30**
~~February 27~~ **February 20**
April 16
May 7

Important Instructional Dates (180 Instructional Days)

August 22 – First Day of First Semester (~~90 Days~~) **(80 Days)**

September 9 – 1st Quarter Progress Report 1 (14 Days)
September 30 – 1st Quarter Progress Report 2 (15 Days)
~~October 21~~ **October 14** – End of First Quarter (~~15 Days~~) **(10 Days)**

~~November 11~~ **November 4** – 2nd Quarter Progress Report 1 (14 Days)
~~December 9~~ **November 22** – 2nd Quarter Progress Report 2 (~~17 Days~~) **(12 Days)**
~~January 13~~ **December 16** – End of 2nd Quarter (15 Days)

January 17 – First Day of Second Semester (~~90 Days~~) **(100 Days)**

~~February 3~~ **January 27** – 3rd Quarter Progress Report 1 (~~14 Days~~) **(19 Days)**
~~February 24~~ **February 17** – 3rd Quarter Progress Report 2 (15 Days)
~~March 23~~ **March 9** – End of 3rd Quarter (15 Days)

April 13 – 4th Quarter Progress Report 1 (~~13 Days~~) **(18 Days)**

May 3 – 4th Quarter Progress Report 2 (14 Days)

June 1 – End of 4th Quarter (19 Days)

School Holidays (22 Days)

September 5 – Labor Day
November 23 – 25 – Thanksgiving
December 19 – December 30 – Christmas / New Years
March 12-16 – Spring Break
April 6 – Good Friday
May 4 – Fair Day
May 28 – Memorial Day

Parent Conferences

Monday, ~~November 4~~ **October 24**
~~Monday, April 11~~ **Wednesday, April 4**

Early Dismissal

~~November 4~~ **October 24** – Parent Conference (Students Only)
~~November 4~~ **October 28** – Friday following Parent Conference
April 4 – Parent Conference (Students Only)

April 5 – Thursday following Parent Conference and Before Good Friday

Weather Make-Up Days

Friday, May 4 (Fair Day)
Monday, May 28 (Memorial Day)

Progress Reports

First Quarter – September 9, September 30
Second Quarter – ~~November 11, December 9~~
November 4, November 22
Third Quarter – ~~February 3, February 24~~
January 27, February 17
Fourth Quarter – April 13, May 3

Report Cards

~~November 4~~ **October 24** – First Quarter (Parent Conference)
~~January 20~~ **January 6** – Second Quarter
April 4 – Third Quarter (Parent Conference)
June 4 – Fourth Quarter

Graduation

Friday, June 1

Fiscal Impact	None.
Student and Public Benefit	A locally developed calendar that faculty and staff consider to be the most instructionally sound.
Procedural and Reporting Implications	Once revisions are approved the calendar will be printed and widely disseminated throughout the District.
Public Comments	None.
Alternatives	With the parameters set by the Board of Trustees, the state assessment schedule, and TEA requirements options are very limited.
Other Comments and Related Issues	None.

Attachments

- Copy of Revised School Calendar for 2011-2012

Contact Person(s)

Carolyn Gordon, Assistant Superintendent for Instruction

Action Required

Motion, second, majority to approve the proposed revisions to the 2011-2012 school calendar that was approved earlier this year.

Superintendent's Recommendation

I recommend that the Board approve the proposed revisions to the 2011-2012 school calendar that was approved earlier this year.

Mark Pool, Superintendent of Schools

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				

ECISD 2011-2012 Calendar

Day Data Analysis & Instructional Planning
(Student Holiday)

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 State Assessment Days

Day Report Cards

Day Progress Reports

Beginning of 9 weeks End of 9 Weeks

Bad Weather Make-up Days May 4 and May 28

1 st 9 weeks	39 days
2 nd 9 weeks	41 days
3 rd 9 weeks	49 days
4 th 9 weeks	51 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				

Agenda Item Summary Sheet (4 A.1)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Minutes of Previous Meetings 1. June 21, 2011 – Regular Meeting
Summary	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.
ECISD Board Policy	BE (LOCAL), BOARD MEETINGS
Effective Date	July 19, 2011.
Previous Board Action	The Board approves minutes at each regular monthly meeting.
Future Action Expected	The Board approves minutes at each regular monthly meeting.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	An accurate record of all discussions and actions by the Board of Trustees is maintained.
Procedural and Reporting Implications	After approval minutes are filed with the official records of the District.
Public Comments	None.
Alternatives	None.

**Other Comments and
Related Issues**

None

Attachments

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

1. Regular Meeting – June 21, 2011

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
June 21, 2011**

The Board of Trustees of the El Campo Independent School District met in a Regular Session June 21, 2011 in the Board Room, 700 West Norris, El Campo, Texas.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Mark Pool, David Bright, Leanna Shimek, Brett D. Schoppe, B. C. Sommer, Mollie Bodungeon, Teresa Jones, Andrea P., Chandra Spenrath, Mauri Couey, Mindi Snyder, Harrold Simmons
Board President Tommy Turner called the meeting to order at 7:00 p.m. Ralph Novosad gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

PUBLIC COMMENT: Teresa Jones made a public comment regarding student transportation.

RECOGNITION: None

CONSENT AGENDA: A motion was made by James Russell and seconded by Cecil Davis to approve the Consent Agenda:

- A. Governance
 - 1. Consider Approval of the Minutes
 - a. May 17, 2011 Regular Meeting
 - b. June 1, 2011 Special Meeting
- B. Business and Support Services
 - 1. Consider Annual Renewal of Worker's Compensation Program
 - 2. Review Approval of Lease Agreement with Northside Center, Inc.
 - 3. Consider Approval of Student Transportation Department Annual Evaluation
 - 4. Review of Monthly Financial Reports
 - 5. Review of Quarterly Investment Reports
 - 6. Review List of Checks Written for the Month of May, 2011
- C. Personnel
- D. Curriculum and Instruction
- E. Students

Motion carried unanimously.

BUSINESS AND OPERATIONS

DISCUSS PROPOSED COST REDUCTION PLAN: Mr. Pool and the Board discussed the Proposed Cost Reduction Plan.

REVIEW OF PRELIMINARY BUDGET FOR 2011 – 2012: Mr. Pool and Mr. Bright reviewed the preliminary budget for 2011 – 2012.

DISCUSS PLANNED BUDGET WORKSHOPS AND INFORMATION DESIRED: Mr. Pool and the Board discussed the dates for the budget workshops and the information the Board would like to have at the workshops.

DISCUSS POSSIBILITY OF INTERLOCAL AGREEMENT WITH LOUISE TO PROVIDE TRANSPORTATION: The Board and Mr. Pool discussed the possibility of an Interlocal Agreement with Louise to provide student transportation.

CURRICULUM AND INSTRUCTION

CONSIDER APPROVAL FOR IMPLEMENTATION OF EARLY ACT FIRST KNIGHT PROGRAM AT NORTHSIDE ELEMENTARY SCHOOL: A motion was made by James Russell and seconded by David Hodges to approve the implementation of Early Act First Knight Program at Northside Elementary School. Motion carried unanimously.

GOVERNANCE

REVIEW TASB POLICY SERVICE LOCALIZED: Mr. Pool reviewed TASB Policy Service Localized.

CONSIDER APPOINTMENT OF ECISD REPRESENTATIVES TO SERVE ON THE NORTHSIDE EDUCATION CENTER BOARD OF DIRECTORS: Board President Tommy Turner appointed Linda Raun, David Wendt, Ralph Novosad and Steve Werncecke to serve as El Campo ISD representatives on the Northside Education Center Board of Directors.

DISCUSS PLANS FOR TASA/TASB ANNUAL CONVENTION: Mr. Pool asked the Board to review details for the TASA/TASB annual convention to be held in Austin September 30, 2011 through October 2, 2011.

CLOSED SESSION

PERSONNEL

SUPERINTENDENT'S REPORT

- A. Governance
- B. Business and Support Services
- C. Personnel
- D. Curriculum and Instruction
- E. Students
- F. Community and Governmental Relations
- G. Legislative Update

There being no further discussion, the meeting adjourned at 8:31 p.m.

DRAFT

DRAFT

PRESIDENT

SECRETARY

Agenda Item Summary Sheet (4 A.2)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Action Item

Governance	Approve Renewal or Revisions to Current Board Operating Procedures
Summary	<p>Boards frequently assume that standard procedures for carrying out common or regular board tasks are known and shared by all members of the board and by the superintendent. This assumption is based on apparent lack of confusion or conflict in how board members go about their work.</p> <p>Unfortunately, this assumption is more often mistaken than not. The lack of shared understanding and acceptance about board operating procedures can lead to inefficiency, inconsistency in trustee actions, failure to carry out important tasks, and possible conflict among board members.</p> <p>To avoid these negative consequences, ECISD has committed to an annual review and/or revision of the board's operating procedures.</p>
ECISD Board Policy	None.
Effective Date	July 19, 2011
Previous Board Action	The Board annually reviews and/or revises the board operating procedures.
Future Action Expected	The Board annually reviews the board operating procedures. If revisions are suggested, the revised operating procedures are approved at a future meeting.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	When all members of the Board agree on a set of basic operating procedures and follows those procedures, both students and the general public benefit because of more effective governance by the Board of Trustees.
Procedural and Reporting Implications	After the operating procedures are approved, a revised copy will be furnished to each member of the Board.

Public Comments None.

Alternatives None.

Other Comments and Related Issues None

Attachments

- Copy of the current ECISD Board Operating Procedures

Contact Person(s) Mark Pool, Superintendent of Schools

Action Required Motion, second and majority vote to renew current Board Operating Procedures.
In the event that revisions are suggested action will be taken at a later meeting.

Superintendent's Recommendation I recommend that the Board renew the current Board Operating Procedures as a part of the Consent Agenda.
Mark Pool, Superintendent of Schools

Board Operating Procedures El Campo ISD

1. Developing Board Meeting Agenda

A. Who can place items on the agenda?

1. Board members must request to the Board President, in advance, any item they wish to be considered for placement on the agenda.
2. Board President alone can place an item on the agenda. If two Board members request an item for the agenda, the Board President will place it on the agenda.
3. In accordance with LOCAL policy, no member can place an item on the agenda later than noon of the fifth calendar day before a regular meeting, or noon of the third calendar day before a special meeting.

Special consideration will be given for items of urgency as determined by the Board President, but in no case can an item be placed on the agenda less than 72 hours in advance of a meeting.

B. Items that cannot be on the agenda

1. When the Board deems it necessary in order to maintain confidentiality, personnel issues will be conducted in an executive session unless specifically prohibited by the Texas Open Meeting Act.
2. Anything that violates right to privacy, i.e., Texas Open Meeting Act, Texas Open Record Act, cannot be placed on the agenda.

C. Use of Consent Agenda

A consent agenda will be used for items that do not formally require board discussion. A board member can remove an item from the consent agenda for board discussion. The Superintendent will automatically place the following items on the consent agenda:

- Routine items
- Annual renewal of Region III items and TEA items
- Budget amendments
- Over \$500 tax refunds
- Gifts, donations, and bequests
- Minutes of regular and special Board meetings
- Minutes of joint meetings
- Updates of Board policy
- Routine personnel items

- Routine bid recommendations
- Annual evaluations of district programs
- Annual improvement plans for district programs

2. Member Conduct During Board Meetings

A. Board shall observe correct parliamentary procedures.

B. Discussion of Motions

1. All discussion shall be directed solely to the business currently under deliberation.
2. The Board President has the responsibility to keep the discussion to the motion at hand and shall halt discussion that does not apply to the business before the Board.
3. The Board President has the right to recognize a Board member prior to giving their comments.

C. Patrons addressing the Board

A school board meeting is not a “public meeting” in the true sense of the audience having a right to participate in discussion of items before the Board. A school board meeting is a meeting held in public. Whether the audience is allowed to participate is a Board decision. If so, the rules of participation are controlled by the local board.

1. Patrons may complete an “Audience Participation Sign-Up Sheet” requesting to address the Board during the public forum portion of the agenda.
2. Each patron is allowed up to five minutes to speak.
3. Should the Board President determine that there are more than five requests to speak in favor of or against a particular issue those having similar views will be asked to select a single spokesperson for the group.
4. The Board President closes discussion when the speaker has used his/her allotted time (five minutes) and/or when the time allotted for audience participation (fifteen minutes) has expired.

D. Board response to patrons addressing the Board

1. Board members listen to all comments but do not respond.
2. If the issue raised by the patron warrants immediate attention the Board President should direct the administration to investigate the items and report to the Board at a designated meeting.

E. Discussion of employee or student performance.

1. If the issue raised by the patron involves students, personnel, or other matters that should be discussed in a closed meeting, the Board President can ask the patron to

meet with the Board in an executive session in accordance with the Texas Open Meetings Act.

F. Hearings and Grievances

1. During the hearing the Board is assembled to gather input only and to render a decision.
2. The Board will not answer questions or enter into two-way dialogue during a hearing.
3. Rules for the hearing will be strictly adhered to. The rules are;
 - Board will limit response to five minutes per testifier.
 - Board will accept written and/or oral testimony.
 - Board will not allow duplicate testimony.
 - Board President and/or the Board attorney will conduct the meeting.
 - Board will not allow any derogatory comments.
4. The Board may enter into closed session, as allowed by the Texas Open Meetings Act, to deliberate before rendering a decision in open session.

3. **Voting**

- A. All members, including the Board President, will vote on all action items. A member will not abstain from voting except in the case of a personal conflict of interest. It is the Board's belief that elected representatives should take a position on issues before the Board.
- B. In case of a tie vote, motions requiring a majority vote fail.

4. **Individual Board member request for information or report**

- A. Board members may request information and/or reports through the Board President and/or the Superintendent.
- B. The Superintendent will gather the information and report and disseminate it in a timely manner to the entire Board.

5. **Citizen Request/Complaint to Individual Board Member**

- A. When a Board member receives a request from a citizen the Board member should refer the person to the Superintendent or the Board President.
- B. When a Board member receives a complaint from a citizen the Board member should:
 1. Hear the citizen's complaint to fully understand the persons involved, date, place and other pertinent information.

2. Repeat the problem back verbatim to the citizen to insure understanding.
3. Review the chain of command with the citizen.
4. Remind the citizen of due process and that the Board member cannot investigate and must remain impartial in case the situation goes before the Board.
5. Refer citizen to appropriate person/chain of command. (The citizen must go through command chain before any other action can be taken.)

- C. Board member must talk to Superintendent in a timely fashion to relay the conversation.
- D. The Superintendent or his/her designee will respond to the citizen in a timely fashion.
- E. The Superintendent will inform all members of the Board of the request / complaint and the resolution.

6. Employee Request/Complaint to Individual Board Member

- A. When a Board member receives a complaint from an employee the Board member should:
 1. Hear the employee complaint to fully understand persons involved, date, place and other pertinent information.
 2. Repeat the problem back verbatim to employee to insure understanding.
 3. Review the chain of command with employee.
 4. Remind the employee of due process and that the Board member cannot investigate and must remain impartial in case the situation goes before the Board.
 5. Refer employee to appropriate person/chain of command. (The employee must go through command chain before any other action can be taken.)
- B. Board member must talk to Superintendent in a timely fashion to relay the conversation.
- C. The Superintendent will inform all members of the Board of the request / complaint and the resolution.

7. Board Member Visit to School Campus

- A. All Board members are encouraged to attend any school's events as their time permits.
- B. Board members are not to go into teachers' classrooms or individual buildings for the purposes of evaluation.
- C. Board members must notify the building principals of their visits.

8. Communications

- A. Superintendent will communicate with all Board members via telephone, email, and may, when necessary, visit each member.
- B. Superintendent may meet with Board President on a weekly basis to discuss issues of the District.
- C. Superintendent will communicate information in a timely fashion to all Board members.
- D. Requests to Superintendent from Board President will be distributed to all Board members.
- E. Board will keep Superintendent informed via email, telephone and fax.
- F. Board will communicate with its community through public hearings, regular Board meetings and community meetings.
- G. Individual Board members cannot speak in an official capacity outside the Boardroom.

9. Evaluation of Superintendent

- A. Board President obtains input from all other members on Board approved indicators.
- B. Evaluation is conducted in executive session by consensus.
- C. Evaluation is conducted every January.

10. Evaluation of the Board

- A. Superintendent and Board evaluations are the same...TEAM OF EIGHT concept is compelling!
- B. Evaluation is conducted in executive session by consensus.
- C. Evaluation is conducted every December, and will be based on the TASB Board Effectiveness Audit.

11. Criteria and Process for Selecting Board Officers

- A. Secretary of Board polls individual members for their interest in serving as a Board Officer outside the Boardroom.
- B. No Board member can hold office without one year's minimum Board experience.
- C. Election is held in May of each year or as vacancies arise.

12. Role and Authority of Board Member and/or Board Officers

- A. No Board member or officer has authority outside the Board meeting.
- B. No Board member can direct employees in regard to performance of their duties.
- C. PRESIDENT
 - 1. Shall preside at all Board meetings and conduct all meetings in an orderly fashion
 - 2. Appoint committees
 - 3. Shall call special meetings
 - 4. Sign all legal documents required by law.

D. VICE PRESIDENT

1. Shall act in capacity of President in his/her absence.

E. SECRETARY

1. Shall cause accurate records of Board meetings to be kept.
2. In the absence of both the President and Vice President, shall call meeting to order and preside over the election of President Pro-Tem.

13. Role of Board in Executive Session

- A. Board can only discuss those items listed on the executive agenda and as limited by law.
- B. Board must vote in public session.
- C. Information discussed during executive session must remain confidential.

14. Media Inquiries to the Board

- A. The Board President or the Superintendent shall be the official spokesperson for the Board to the media on issues of media attention.
- B. The media has the right to ask any Trustee about a motion or vote that they made, and the Trustee should be able to explain their motion or vote, if they choose.

15. Anonymous Phone Calls or Letters

- A. The ECISD Board of Trustees encourages input. However, anonymous calls or letters will not receive Board attention, discussion or response, and will not result in directives to the administration.

16. Response to Signed Letters

- A. The ECISD Board of Trustees encourages input. A signed letter will be forwarded to the Superintendent. The Superintendent will respond and send a copy to the full Board.

17. Organization Membership and Travel

- A. Individual or board membership in any organization, other than the Texas Association of School Boards, where membership dues are paid for with school funds will require board approval.
- B. The expenditure of school funds for registration fees for meetings, conferences, and training, other than that provided by the Texas Association of School Boards or Region III Education Service Center, must have prior board approval.
- C. When traveling on school business, members of the Board of Trustees will be subject to the same expense reimbursement regulations as school employees.

18. Reviewing Board Operating Procedures

- A. Standard Board Operating Procedures will be reviewed and updated as needed at the July Board Meeting.

Agenda Item Summary Sheet (4 A.3)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Approval of Localized Policy Update 90
Summary	<p>Last month you received a copy of the Explanatory Notes, <i>Vantage Points</i>, and a copy of actual policy changes for Localized Update 90.</p> <p>According to guidelines established by TASB Policy Service, Board action on Localized Update 90 must occur within a properly posted, open meeting of the Board.</p> <p>The Board's action on Localized Update 90 must be reflected in Board minutes. The Instruction Sheet —annotated to reflect any changes made by the Board—and the Explanatory Notes for the update should be filed with the Board minutes where they comprise the authoritative historical record of the District's policy manual. A copy of the replaced or rescinded (LOCAL) policies should also be retained in the historical record.</p>
ECISD Board Policy	BF (LOCAL), BOARD POLICES
Effective Date	July 19, 2011
Previous Board Action	Localized Policy Update 90 was presented at the regular meeting on June 21, 2011, for the Board's review.
Future Action Expected	None.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	Board policies are designed to promote fair and equitable treatment for all district patrons.
Procedural and Reporting Implications	Following Board approval, TASB Policy Service will be notified so this action may be reflected in our Localized Policy Manual as it appears on TASB's Web server for <i>Policy On-Line</i> .

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of School
Action Required	Motion, second and majority vote to add, revise, or delete (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 90.
Superintendent's Recommendation	I recommend that you approve the (LOCAL) policies as recommended by the TASB Policy Service according to the Instruction Sheet for Localized Policy Manual Update 90 as a part of the Consent Agenda. Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (4 A.4)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Business and Support Services

Annual Agreement with Linebarger, Goggan Blair & Sampson, LLP

Summary

Tom Witt, with Linebarger, Goggan, Blair & Sampson, LLP has submitted their proposal to continue representing ECISD for an appeal of the Comptroller's 2011 Property Value Study.

Any school district not assigned local value in the Comptroller's 2011 Property Value Study will have to appeal to prevent unnecessary losses in state funding. The time allowed to do so is limited. When the 2011 Property Value Study is officially released on January 31, 2012, a school district has only 40 days to prepare and submit an appeal.

Regardless of the Comptroller's value assignment, state or local, Linebarger, Goggan, Blair & Sampson will conduct a review of local tax roll values to ensure an accurate Property Value Study finding. After the original certification of values, the tax roll is adjusted due to late homestead exemptions, duplicate accounts, post-certification value changes, and court-ordered reductions. The Property Value Study will only include these losses when a school district prepares and files an appeal. Whenever possible and financially beneficial to the district, Linebarger, Goggan, Blair & Sampson will continue to file appeals to ensure these value losses are removed from our assigned value in order to maximize our state funding.

ECISD Board Policy

None.

Effective Date

July 19, 2011

Previous Board Action

The Board currently contracts with Linebarger, Goggan, Blair & Sampson for our Property Value Study appeals. With the exception of updating years, the contract is identical to that used in previous years.

Future Action Expected

The Board will annually consider the Property Value Study Appeal Agreement

Background Information and Significant Issues

Linebarger, Goggan, Blair & Sampson's appeals for the district from 2000 to 2010 studies have resulted in total value reductions of \$66,289,227 and approximately \$241,000 in

additional state aid, not including 2011-2012 state aid gains.

Fiscal Impact	Services are provided on a contingent fee, so the district incurs no fee unless it realizes a gain in state aid. The fee is payable in quarterly installments as the district actually receives its state aid payments.
Student and Public Benefit	Maximizing state funding.
Procedural and Reporting Implications	Complete contract.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	Report and Proposal from Linebarger, Goggan, Blair & Sampson, LLP (included as a separate document) Copy of proposed Contract
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	Motion, second and majority vote to authorize Linebarger, Goggan, Blair & Sampson to represent the district in an appeal of the Comptroller's 2011 Property Value Study.
Superintendent's Recommendation	I recommend that you authorize Linebarger, Goggan, Blair & Sampson to represent the district in an appeal of the Comptroller's 2011 Property Value Study as a part of the consent agenda. Mark Pool, Superintendent of Schools

STATE OF TEXAS §

COUNTY OF WHARTON §

CONTRACT

This Contract is between the law firm of Linebarger Goggan Blair & Sampson, LLP, hereinafter referred to as Firm, and El Campo Independent School District, hereinafter referred to as District. This Contract is for the administrative appeal and any judicial appeal of the property value study findings as conducted by the Comptroller's Office as of January 1, 2011 for the school year 2012-2013. Firm and District agree as follows:

I.

Administrative and Judicial Appeal Services

Firm agrees to represent District in the administrative appeal and any judicial appeal of the property value study conclusions for District for the school year 2012-2013. Included in such administrative and judicial appeal representation is research of the preliminary conclusions, the gathering and analysis of property sales, appraisals and such other evidence as may be necessary or appropriate, presentation of the appeal at administrative hearings, and prosecution of any judicial appeal. Firm agrees to retain any necessary consultants or appraisers as required.

II.

Fees and Expenses

Firm agrees to bear the costs of preparing and presenting the administrative appeal and prosecuting any judicial appeal including the expenses, if any, for appraisers or other consultants.

District agrees to pay Firm as compensation for services under this Contract a contingent fee equal to ten percent (10%) of the additional State aid that District qualifies for in the year 2012-2013 as a result of the administrative or judicial appeal. Payment of the fee to Firm shall be made in equal quarterly payments on November 1, February 1, May 1, and August 1 following the certification of State aid amounts by the Commissioner of Education, or as agreed upon in a letter to District executed by a partner of the Firm.

This Contract is executed on _____, 2011 in duplicate originals at Wharton County, Texas.

El Campo Independent School District

Linebarger Goggan Blair & Sampson, LLP

By: _____

By: Keith Rider

PARTNER

TITLE

Agenda Item Summary Sheet (4 B.1)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda
Business and Support
Services**

Evaluation of Maintenance Department

Summary

To continue with our practice of continuous evaluation and improvement of all systems within the District, we have completed a review of our maintenance department operations for the year. Jeff Balcar, Director of Maintenance, has prepared a document for your consideration.

ECISD Board Policy

CLB (LOCAL) BUILDINGS, GROUNDS, AND EQUIPMENT
MANAGEMENT: MAINTENANCE

Effective Date

July 19, 2011

Previous Board Action

The Board annually evaluates the district's Maintenance Department.

Future Action Expected

The Board annually evaluates the district's Maintenance Department.

The following month the Board will receive a department improvement plan based upon this evaluation.

**Background Information and
Significant Issues**

According to LEGAL policy and the *Health and Safety Code § 341.065*, every school building shall be located on grounds that are well-drained and maintained in a sanitary condition. All buildings shall be properly ventilated and provided with an adequate supply of drinking water, an approved sewage disposal system, hand washing facilities, a heating system, and lighting facilities, all of which shall conform with established standards of good public health engineering practices.

All school buildings and appurtenances to buildings shall be maintained in a sanitary manner, and all full-time building custodians and janitors shall know the fundamentals of safety and school sanitation.

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

The Superintendent is also to develop procedures to enable each principle to request ordinary maintenance or repairs; also, an emergency maintenance or repair system shall be maintained to handle situations that cannot be processed through normal channels because of danger to life or property.

Historical Data on Work Orders and Service Calls:

Campus	2007-2008	2008-2009	2009-2010	2010-2011
High School	3,831	4,578	4,302	3,109
Middle School	4,759	3,522	3,128	2,050
Myatt	1,967	2,451	2,317	2,007
Hutchins	1,953	1,989	1,894	1,437
Northside	1,676	1,709	1,631	1,022
Meadow Lane	209	188	125	78

Fiscal Impact

2005-2006 Operating Budget of \$2,473,994.
 2006-2007 Operating Budget of \$3,050,138.
 2007-2008 Operating Budget of \$3,341,524
 2008-2009 Operating Budget of \$3,649,473
 2009-2010 Operating Budget of \$3,512,567
 2010-2011 Operating Budget of \$3,647,765

Student and Public Benefit

Maintaining district facilities and equipment in a safe and sanitary condition is a major responsibility in the effective and efficient use of tax dollars, and in maintaining the appropriate student learning environment.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

The Maintenance Department is also responsible for the District's integrated pest management program, developed in accordance with the requirements of the Texas Structural Pest Control Act. The program governs the District's use of pesticides, herbicides, and other chemical agents for the purpose of controlling pests, rodents, insects, and weeds in and around District facilities.

Attachments

A copy of the Maintenance Department evaluation report is included.

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations
Jeff Balcar, Director of Maintenance

Action Required

Motion, second and majority vote to approve the annual evaluation of the Maintenance Department.

Superintendent's Recommendation

I recommend that you approve the annual evaluation of the Maintenance Department as a part of the consent agenda.

Mark Pool, Superintendent of Schools

EL CAMPO INDEPENDENT SCHOOL DISTRICT

JEFF BALCAR, MAINTENANCE DIRECTOR

700 WEST NORRIS
EL CAMPO, TEXAS 77437
(979) 543-7067 - FAX (979) 543-7557

MARK POOL
SUPERINTENDENT

DAVID BRIGHT
ASSISTANT SUPERINTENDENT
FOR FINANCE

7/06/2011

STAFFING

MAINTENANCE DIRECTOR

- LICENSED HVAC SUPERVISOR
- CERTIFIED SECRETARY
- COPIER REPAIRMAN
- GEN. MAINTENANCE (2)
- CARPENTER
- MASTER ELECTRICIAN
- MASTER PLUMBER
- GROUNDSKEEPER (2)
- PART TIME GROUNDSKEEPER (1)
- CUSTODIANS (4)

CONTRACTED SERVICES

- INDOOR PESTICIDE TREATMENT
- FIRE ALARM INSPECTIONS
- CAFETERIAS (Inspections & Cleaning)
- SECURITY INSPECTIONS
- ELEVATORS
- WATER TREATMENT
- HVAC

STATE REQUIREMENTS

- MSDS (Material Safety Data Sheet)
- ASBESTOS MANAGEMENT PLAN
- ELEVATOR INSPECTIONS
- BACK FLOW PREVENTORS
- TIER II ANNUAL REPORT
- ENVIRONMENTAL WASTE
- BOILER INSPECTION
- IPM COORDINATOR

WORK REQUESTS & TELEPHONE CALLS

- HIGH SCHOOL-3,109
- MEADOW LANE-78
- MYATT-2,007
- HUTCHNS-1,437
- MIDDLE-2,050
- NORTHSIDE-1,022

▪TELEPHONE CALLS - 18,151

OPERATING EXPENSES

TOTAL BUDGET **\$3,647,765**

- SALARIES & BENEFITS - \$1,433,750
- UTILITIES - \$1,175,000
- FIXED OPERATING EXPENSES - \$1,039,015

GOALS

The goal of the El Campo Independent School District Maintenance Department is to provide all students with a safe and clean environment. We strive for excellence!

Agenda Item Summary Sheet (4 B.2)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Monthly Financial Reports for Month of June

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

June 30, 2011

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 audited fund balance in the General Fund (Fund 199 only) on August 31, 2010 was \$5,832,903, which is 20.22% 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 \$5,682,903; or 19.70% of the approved General Fund operating expenditures (as defined in the AEIS Report).

The undesignated fund balance is currently below the 20% goal by \$87,352.

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 82.93% of our amended revenue projections; and expended 76.81% of our amended expenditure estimates.
Compared to the same time last year, our revenue decreased by \$132,072 and our expenditures decreased by \$274,724.

	2006-2007		2007-2008		2008-2009		2009-2010		2010-2011	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
Sep	8.49%	8.16%	19.97%	10.32%	20.59%	11.53%	10.41%	10.59%	9.93%	10.95%
Oct	16.45%	15.08%	36.50%	17.60%	36.88%	17.18%	19.64%	17.92%	18.64%	18.81%
Nov	25.79%	22.03%	40.10%	24.60%	39.46%	24.10%	26.01%	25.17%	27.97%	23.69%
Dec	39.14%	28.13%	55.32%	32.30%	52.68%	31.52%	38.96%	32.11%	41.96%	30.73%
Jan	71.88%	35.58%	75.42%	42.30%	73.77%	38.60%	57.38%	39.07%	60.48%	37.99%
Feb	77.49%	46.72%	83.18%	51.98%	79.39%	48.85%	68.68%	50.45%	66.83%	48.02%
Mar	79.75%	53.89%	85.20%	58.88%	81.29%	55.83%	70.62%	58.65%	68.88%	55.20%
Apr	84.35%	61.00%	86.78%	66.91%	82.79%	62.87%	75.39%	65.99%	73.41%	62.72%
May	87.88%	68.32%	89.07%	76.81%	84.31%	69.96%	79.21%	72.77%	77.20%	69.62%
Jun	92.93%	75.96%	90.38%	82.81%	86.04%	77.28%	85.20%	80.00%	82.93%	76.81%
Jul	98.46%	84.97%	91.72%	88.08%	87.23%	85.52%	91.73%	85.63%		
Aug	100.20%	98.95%	100.03%	99.34%	99.94%	98.05%	100.10%	98.92%		

Tax Collection Report. Our beginning tax levy of \$13,399,047 has been adjusted by \$25,271 giving us a new adjusted levy of \$13,373,776; and we have currently collected \$12,927,960 which amounts to 96.67% of the adjusted levy. This leaves an uncollected balance of \$445,816.

Delinquent collections YTD are \$265,926 plus \$170,630 in penalty and interest.

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
Oct	0.06%	0.048%	0.01%	0.00%	0.00%	0.35%
Nov	6.81%	6.67%	5.07%	2.58%	0.44%	8.60%
Dec	40.15%	29.49%	38.76%	32.28%	30.01%	39.54%
Jan	82.47%	86.80%	85.29%	81.82%	73.71%	81.26%
Feb	92.59%	94.40%	93.58%	93.04%	92.80%	93.50%
Mar	95.44%	95.38%	94.44%	94.06%	94.60%	94.95%
Apr	95.68%	96.11%	95.13%	94.97%	95.27%	95.52%
May	96.54%	96.69%	95.78%	95.61%	95.84%	96.26%
Jun	97.04%	97.40%	96.55%	96.69%	96.50%	96.67%
Jul	97.19%	97.64%	96.87%		96.83%	
Aug	97.59%	97.81%	97.15%	97.48%	97.17%	
Sep	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	\$1,897,843	\$1,858,541	(\$39,302)	\$26,734,264	\$26,870,589	\$136,325
Expenditures	\$2,502,417	\$2,487,022	(\$15,395)	\$24,661,466	\$24,644,710	(\$16,756)
Balance	(\$604,574)	(\$628,481)	(\$23,907)	\$2,072,798	\$2,225,879	\$153,081

Attachments

- Monthly Financial Report – June 30, 2011
- Tax Collection Recap 2010-2011
- 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
July 19, 2011**

**Comparison of Revenue and Expenditures
to the Budget for the General Operating Fund
9-1-10 to 6-30-11**

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	\$13,942,929	(\$788,603)
<i>State:</i>	\$17,394,053	\$16,428,745	\$11,774,589	(\$4,654,156)
<i>Federal:</i>	\$1,202,013	\$1,240,524	\$1,153,070	(\$87,454)
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<i>Total:</i>	\$33,327,598	\$32,400,801	\$26,870,588	(\$5,530,213)

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	\$32,613,002	\$24,644,710	\$406,525	\$25,051,235	\$7,561,767

COMPARISONS TO JUNE 30 OF PRIOR YEAR:

	<i>2009-2010</i>	<i>2010-2011</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$27,002,660	\$26,870,588	(\$132,072)
<i>Expenditures:</i>	\$25,871,073	\$25,051,235	(\$819,838)
<i>Cash Position:</i>	\$8,591,947	\$8,317,223	(\$274,724)

PRIOR MONTH CASH POSITION as of 5/31/11: \$9,255,483

GENERAL FUND - FUND BALANCE	GENERAL OPERATING	FUND BALANCE	% of OPERATING
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	\$5,832,903	20.22%

BUDGET AMENDMENTS:

Appropriate prior year (2009-10) High School Allotment fund balance	\$167,251
Appropriate funds to complete Ricebird Gym Floor-from General Fund Balance	\$44,950
Transfer to Fund 266 - Stimulus Funds to pay utility costs	-\$965,308
Appropriate prior year medicaid revenue (SHARS settle-up)	\$38,511

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

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
TAX COLLECTION RECAP
2010 - 2011**

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
Monthly Recap										
Oct-10	\$13,399,047		\$13,399,047	46,910	0.35%	0.00%	\$44,610	\$15,759	\$107,279	
Nov-10	\$13,399,047		\$13,399,047	1,104,804	8.25%	0.44%	\$44,470	\$13,608	\$1,162,882	
Dec-10	\$13,399,047	-\$15,935	\$13,383,111	4,140,381	30.94%	29.56%	\$23,473	\$11,322	\$4,175,176	
Jan-11	\$13,399,047	-\$15,614	\$13,383,433	5,583,148	41.72%	42.99%	\$45,852	\$18,763	\$5,647,762	
Feb-11	\$13,399,047	-\$21,609	\$13,377,438	1,632,362	12.20%	19.63%	\$24,037	\$24,328	\$1,680,726	
Mar-11	\$13,399,047	-\$21,609	\$13,377,438	194,358	1.45%	1.77%	\$23,863	\$26,958	\$245,180	
April-11	\$13,399,047	-\$24,020	\$13,375,027	74,433	0.56%	0.67%	\$12,406	\$15,727	\$102,566	
May-11	\$13,399,047	-\$25,271	\$13,373,776	96,898	0.72%	0.52%	\$22,351	\$24,565	\$143,815	
Jun-11	\$13,399,047	-\$25,271	\$13,373,776	54,666	0.41%	0.59%	\$24,865	\$19,599	\$99,129	
Year To Date				12,927,960	96.67%	96.50%	\$265,926	\$170,630	\$13,364,516	\$445,816

EL CAMPO INDEPENDENT SCHOOL DISTRICT
Cash Flow
2010-2011

199	GENERAL FUND	Actual Sep-10	Actual Oct-10	Actual Nov-10	Actual Dec-10	Actual Jan-11	Actual Feb-11	Actual Mar-11	Actual Apr-11	Actual May-11	Actual Jun-10	Actual Jun-11	Actual Jul-10	Actual Aug-10	2009-10 Totals
REVENUE:															
5700	Local Revenue:														
5711	Taxes Current Year	23,630	40,831	961,630	3,603,820	4,859,615	1,420,820	169,171	64,787	84,341	68,468	47,581	38,517	16,918	11,204,824
5712	Taxes Prior Years	1,638	39,569	39,161	20,740	40,548	37,597	21,228	10,983	19,951	13,790	22,226	7,416	9,472	243,129
5719	Pen, Int, & Other	12,398	14,333	12,190	10,501	17,319	21,775	23,907	14,098	22,122	18,942	17,613	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	10,621	11,063	9,931	10,678	15,194	15,482	18,455	14,815	10,028	13,458	12,439	5,111	136,020	386,284
5750	Co/Curr Activities	7,025	20,062	33,874	-6,729	860	2,746	2,083	1,432	171	0	0	6,591	15,879	115,084
	Total Local Rev:	55,312	125,858	1,056,787	3,639,009	4,933,535	1,498,420	234,844	106,116	136,613	114,659	99,860	67,731	198,027	12,156,216
5800	State Revenue:														
5811	Available School Fund	25,845	141,876	122,645	25,491	52,702	52,702	141,876	111,578	111,578	109,293	175,046	1,419	38,602	379,707
5812	Foundation Entitlement	3,074,131	2,333,540	1,224,643	0	0	0	400	995,143	659,279	1,417,200	1,321,357	1,842,727	2,544,070	14,437,933
5812	Founda Ent-Prior Yr	0	400	0	30,571	0	0	0	0	22,418	0	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	3,495	0	0	0	0	0	0	0	0	952	2,265	6,816
5831	TRS On-Behalf	108,735	109,955	109,990	110,124	110,026	110,116	109,639	109,011	110,974	110,164	113,650	109,099	163,254	1,351,300
	Total State Rev:	3,208,711	2,585,771	1,460,773	166,186	162,728	162,818	251,915	1,215,732	904,249	1,636,657	1,610,053	1,954,197	2,748,191	16,214,111
5900	Federal Revenue:														
5930	Federal	0	0	0	38,511	0	7,315	0	0	6,805	6,223	0	0	6,449	173,648
	Total Federal Rev:	0	0	0	38,511	0	7,315	0	0	6,805	6,223	0	0	6,449	173,648
7900	Other Res/Non-Oper														
	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	167,251	167,251
	Total Other Res:	0	0	0	0	0	0	0	0	0	0	0	0	167,251	167,251
	Total Revenue:	3,264,022	2,711,629	2,517,561	3,843,707	5,096,263	1,668,553	486,759	1,321,849	1,047,666	1,757,538	1,709,913	2,021,928	3,119,917	28,711,226
EXPENDITURES:															
6000	Expenditures:														
6100	Payroll Costs	1,176,237	1,873,879	1,912,447	1,865,040	1,856,847	1,863,096	1,866,706	1,856,577	1,892,389	1,881,247	1,994,932	1,846,362	2,534,729	22,530,236
6200	Contracted Services	84,769	127,769	179,474	155,457	151,504	188,092	229,891	129,218	129,352	239,653	119,845	184,252	577,164	2,769,045
6300	Supplies & Materials	113,192	162,541	258,971	153,976	107,145	107,631	132,393	152,758	137,127	58,747	177,822	42,968	194,293	1,445,354
6400	Other Operating	64,894	145,124	45,012	39,746	148,348	56,257	34,593	149,558	24,510	267,788	44,743	100,247	36,165	774,106
6500	Debt Services	0	0	500	0	0	277,438	0	0	500	0	0	0	52,438	326,063
6600	Capital Outlay	82,658	44,949	8,230	64,338	93,800	6,563	6,758	0	0	298	9,351	22,692	381,080	639,385
8900	Other Uses/Non Operating	0	0	6,037	-6,037	0	0	0	0	0	0	0	0	0	0
	Total Expenditures:	1,521,749	2,354,262	2,410,671	2,272,520	2,357,644	2,499,076	2,270,342	2,288,112	2,183,878	2,447,733	2,346,692	2,196,520	3,775,868	28,484,189
	ENDING BALANCE	1,742,273	357,367	106,890	1,571,186	2,738,619	-830,524	-1,783,583	-966,263	-1,136,212	-690,194	-636,780	-174,592	-655,951	227,037
	GF FB as of 8/31/10	5,832,903													
		7,575,176	7,932,542	8,039,432	9,610,618	12,349,238	11,518,714	9,735,131	8,768,868	7,632,656	6,805,767	6,995,877	6,821,285	6,165,334	

240	FOOD SERVICE	Actual Sep-10	Actual Oct-10	Actual Nov-10	Actual Dec-10	Actual Jan-11	Actual Feb-11	Actual Mar-11	Actual Apr-11	Actual May-11	Actual Jun-10	Actual Jun-11	Actual Jul-10	Actual Aug-10	2009-10 Totals
REVENUE:															
5700	Local Revenue:														
	Earnings from Temp Dep			1,149	0	0	1,293	0	0	1,542	0	0	0	1,928	8,679
	Foundation Revenue														
	Breakfast	6,580	7,564	6,560	4,382	8,423	7,856	7,006	7,503	6,925	601	344	0	7,680	87,585
	Lunch	18,288	19,225	17,796	11,727	21,548	19,647	18,578	16,479	16,815	1,489	355	15	14,805	191,692
	A La Carte	10,790	11,167	8,916	6,734	11,168	11,166	10,435	8,981	9,917	1,227	1,519	0	6,505	113,111
	Adult Lunches	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Catering/Vending	0	106	75	125	644	30	367	384	498	0	204	0	828	2,791
	Summer Food Service	0	0	0	0	0	0	0	0	0	199	69	210	0	409
	Total Local Ren:	35,658	38,062	33,347	22,967	41,782	38,699	36,386	33,347	35,696	3,516	2,492	225	31,746	404,267
5800	State Revenue														
5829	Misc St Program Rev.	0	0	0	0	0	0	9,939	0	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
	Total State Rev:	0	0	0	0	0	0	9,939	0	0	0	0	0	0	9,822
5900	Federal Revenue														
5921	School Breakfast	0	29,398	28,191	24,100	17,658	26,517	25,456	25,088	26,437	29,317	28,755	5,456	8,104	276,392
5922	National School Lunch	0	103,037	102,841	87,442	63,799	97,069	91,358	65,302	91,784	87,282	97,426	17,536	32,335	852,262
5923	USDA Donated Com	6,878	6,878	6,878	6,878	6,878	6,878	6,878	6,878	6,878	5,799	6,878	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
	Total Federal Rev:	6,878	139,313	137,910	118,420	88,335	130,464	123,692	97,268	125,099	122,398	133,059	36,767	51,164	1,211,674
7900	Other Res/Non-Oper:														
7940	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Other Res:	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Revenue:	42,536	177,375	171,258	141,387	130,118	170,456	170,017	130,615	160,796	125,914	135,551	36,992	82,910	1,625,763
EXPENDITURES:															
6000	Expenditures:														
6100	Payroll & Benefits	33,814	50,498	48,873	47,261	45,146	47,558	49,493	47,805	51,264	48,736	46,978	42,814	58,574	571,972
6200	Contracted Services	0	114,290	94,681	84,834	66,288	73,769	88,066	92,671	80,782	0	86,260	127,189	44,211	921,254
6300	Supplies & Materials	6,878	6,963	6,995	6,919	7,069	6,958	7,001	7,014	7,157	5,799	7,024	5,841	-1,761	62,722
6400	Other Operating	0	34	13	70	18	58	39	33	37	150	68	26	128	774
6600	Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	9,780	201,400	261,960
	Total Expenditures:	40,693	171,785	150,562	139,085	118,521	128,343	144,599	147,523	139,240	54,685	140,329	185,651	302,551	1,818,682
	ENDING BALANCE	1,844	7,434	28,130	30,433	42,029	84,143	109,561	92,653	114,208	175,381	109,430	-39,230	-258,871	-192,919

511	DEBT SERVICE	Actual Sep-10	Actual Oct-10	Actual Nov-10	Actual Dec-10	Actual Jan-11	Actual Feb-11	Actual Mar-11	Actual Apr-11	Actual May-11	Actual Jun-10	Actual Jun-11	Actual Jul-10	Actual Aug-10	2009-10 Totals
REVENUE:															
5700	Local Revenue:														
5711	Taxes Current Year	3,386	6,079	143,174	536,561	723,533	211,541	25,187	9,646	12,557	9,812	7,084	5,520	2,424	1,605,703
5712	Taxes Prior Years	101	5,041	5,308	2,733	5,304	2,691	2,635	1,422	2,400	1,217	2,638	775	877	26,275
5719	Pen, Int, & Other	983	1,426	1,418	821	1,444	2,553	3,051	1,629	2,443	1,981	1,986	1,127	1,540	19,375
5742	Earnings Fm Temp Dep	133	144	192	441	1,177	1,411	1,336	1,326	1,391	0	1,369	1,447	602	9,773
	Total Local Rev:	<u>4,603</u>	<u>12,691</u>	<u>150,092</u>	<u>540,556</u>	<u>731,458</u>	<u>218,197</u>	<u>32,209</u>	<u>14,023</u>	<u>18,791</u>	<u>13,010</u>	<u>13,077</u>	<u>8,868</u>	<u>5,443</u>	<u>1,661,125</u>
5800	State Revenue:														
5829	St Rev Dist By TEA	0	0	0	0	35,714	0	0	0	0	0	0	0	53,869	64,696
	Total State Rev:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>35,714</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>53,869</u>	<u>64,696</u>
7900	Other Res/Non-Oper:														
7940	Other Res/Non-Oper Rev	0	0	0	0	0	0	0	0	0	1,381	0	0	0	1,381
	Total Other Res:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,381</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,381</u>
	Total Revenue:	<u>4,603</u>	<u>12,691</u>	<u>150,092</u>	<u>540,556</u>	<u>767,172</u>	<u>218,197</u>	<u>32,209</u>	<u>14,023</u>	<u>18,791</u>	<u>14,391</u>	<u>13,077</u>	<u>8,868</u>	<u>59,312</u>	<u>1,727,202</u>
EXPENDITURES:															
6000	Expenditures:														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	310,000	0	0	0	0	0	0	460,000	755,000
6521	Interest on Bonds	0	0	0	0	0	508,184	0	0	0	0	0	0	517,384	1,040,669
6599	Other Debt Fees	0	0	500	0	0	0	400	0	0	0	0	0	0	900
	Total Expenditures:	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>0</u>	<u>818,184</u>	<u>400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>977,384</u>	<u>1,796,569</u>
	ENDING BALANCE	4,603	17,293	166,885	707,441	1,474,613	874,625	906,434	920,457	939,249	839,837	952,326	961,195	43,122	-69,367
Total Approved Budget 199, 240, 511															
	TOTAL REVENUE	3,311,162	2,901,695	2,838,910	4,525,649	5,993,553	2,057,206	688,984	1,466,487	1,227,253	1,897,843	1,858,541	2,067,788	3,262,139	32,332,586
	TOTAL EXP	1,562,442	2,526,047	2,561,733	2,411,605	2,476,165	3,445,603	2,415,340	2,435,635	2,323,118	2,502,417	2,487,022	2,382,171	5,055,804	32,571,601
	ENDING BALANCE	1,748,719	2,124,367	2,401,544	4,515,589	8,032,977	6,644,579	4,918,223	3,949,075	2,853,210	2,072,798	2,224,729	1,910,347	116,682	

Agenda Item Summary Sheet (4 B.3)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Checks Written – June 2011

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

June 30, 2011

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
September	\$597,731.27	\$589,273.28	\$808,126.97	\$655,949.80	\$629,351.65
October	\$642,432.03	\$804,931.69	\$778,762.11	\$970,451.63	\$640,667.05
November	\$742,766.77	\$750,671.57	\$1,140,664.10	\$750,661.87	\$865,783.43
December	\$658,798.47	\$1,211,146.13	\$1,030,485.01	\$853,561.12	\$720,971.25
January	\$2,339,695.79	\$1,045,238.51	\$995,619.31	\$880,591.27	\$747,638.61
February	\$775,240.17	\$1,993,265.44	\$1,128,501.50	\$874,019.06	\$594,414.61
March	\$1,924,176.33	\$660,962.20	\$1,107,119.75	\$694,107.70	\$704,337.28
April	\$1,955,246.06	\$777,024.72	\$779,634.45	\$846,903.79	\$656,212.94
May	\$947,243.08	\$867,612.30	\$1,105,700.63	\$758,644.83	\$620,111.02
June	\$841,401.34	\$1,529,388.36	\$816,384.98	\$718,912.56	\$736,989.79
Subtotal YTD	\$11,424,731.31	\$10,229,514.20	\$9,690,998.81	\$8,003,803.63	\$6,916,477.63
July	\$485,322.31	\$803,678.77	\$813,160.04	\$718,935.08	
August	\$1,415,904.27	\$1,161,873.57	\$873,588.10	\$1,463,086.35	

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

Procedural and Reporting Implications None.

Public Comments None.

Alternatives None.

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

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

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

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

Superintendent's Recommendation Information only.

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (4 C.1)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda:
Personnel**

PDAS Appraisal Calendar

Summary

Appraisal Calendar. According to the board policy DNA (LEGAL), PERFORMANCE APPRAISAL: EVALUATION OF TEACHERS, the District shall establish a calendar for teacher appraisals. The appraisal period for each teacher must include all of the days of the teacher's contract.

DNA (LEGAL) further states that observations during the appraisal period must be conducted during the required days of instruction for students during one school year.

The policy also specifies certain criteria that must be included in the calendar.

ECISD Board Policy

DNA (LEGAL), PERFORMANCE APPRAISAL: EVALUATION OF TEACHERS

DNA (LOCAL), PERFORMANCE APPRAISAL: EVALUATION OF TEACHERS

Effective Date

2011-2012 School Year.

Previous Board Action

The Board annually approves the PDAS Teacher Appraisal Calendar.

Future Action Expected

The Board annually approves the PDAS Teacher Appraisal Calendar.

Background Information and Significant Issues

DNA (LEGAL) specifies that the calendar shall:

- Exclude observations in the three weeks after the day of completion of the PDAS orientation in the school years when an orientation is required;
- Exclude observations in the three weeks after the day of completion of the PDAS orientation for teachers new to the PDAS;
- Exclude observations in the first three weeks of instruction in the school years when the PDAS orientation is not required;
- Prohibit observations on the last day of instruction

before any official school holiday or on any other day deemed inappropriate by the Board; and

- Indicate a period for summative annual conferences that ends no later than 15 working days before the last day of instruction for students.

DNA (LOCAL) further specifies that:

- In addition to those days on which observations are prohibited by law, the District shall not schedule observations on the day before and the day after a school holiday, October 31, days scheduled for end-of-semester examinations, or days scheduled for state-mandated assessment or other standardized tests.

Fiscal Impact	None.
Student and Public Benefit	A teacher performance evaluation system is in place that complies with statutory requirements.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	<ul style="list-style-type: none">• 2010 - 2011 Teacher Appraisal Calendar
Contact Person(s)	Mark Pool, Superintendent of Schools Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction
Action Required	Motion, second and majority vote to approve the 2011-2012 PDAS Appraisal Calendar.
Superintendent's Recommendation	I recommend you approve the 2010-2011 Teacher Appraisal Calendar as part of the Consent Agenda. Mark Pool, Superintendent of Schools

Teacher Appraisal Calendar 2011 - 2012

El Campo ISD

Appraisal Calendar Year:	August 22, 2011 – June 1, 2012
Appraisal Training:	Within the two weeks of employment for all professionals
Self-Report Section I:	Due to principal on or before September 6, 2011 or within three weeks of appraisal training for professionals hired after beginning of the year.
No observations for appraisal purposes on:	August 22, 2011 - September 6, 2011 November 4 & November 8, 2011 November 22 & November 28, 2011 December 16 & January 2, 2012 January 13 & 17, 2012 March 9 & 19, 2012 April 4 & 10, 2012 May 3 & 7, 2012
Appraisal Window:	One week window
Second Appraisal:	Must be requested within 10 working days of receiving a written observation summary or a written annual summary report with which the teacher disagrees. Second appraiser will be assigned by the superintendent. The two appraisals (one by original appraiser and one by second appraiser) will have each domain score averaged (added together and divided by two) to calculate each final domain score.
Teacher Self-Report Section II & III:	Due to principals at least two weeks prior to conference.
Summative Conferences:	To be scheduled by the principal no later than May 7, 2012. Principal must give the teacher notice of the date of the summative conference at least three weeks in advance to allow one week for the teacher to prepare the Teacher Self-Report Section II & III and turn it in two weeks prior to the summative conference.

Agenda Item Summary Sheet (4 C.2)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda:
Personnel**

PDAS Certified Appraisers

Summary

Certified Appraisers. According to the board policy DNA (LEGAL), PERFORMANCE APPRAISAL: EVALUATION OF TEACHERS, before conducting appraisals, an appraiser must be certified by having satisfactorily completed uniform appraiser training. Periodic recertification and training shall be required.

DNA (LEGAL) also states that a teacher may request a second appraisal by another appraiser; and that the District shall adopt written procedures for determining the selection of second appraisers.

To comply with this requirement the board has adopted DNA (LOCAL), which states that upon a teacher's request for a second appraiser, the Superintendent or designee shall select the second appraiser from a pre-established roster of trained appraisers.

To approve this "*pre-established roster of trained appraisers*" the Board annually approves a list of certified appraisers for the District.

ECISD Board Policy

DNA (LEGAL), PERFORMANCE APPRAISAL: EVALUATION OF TEACHERS

DNA (LOCAL), PERFORMANCE APPRAISAL: EVALUATION OF TEACHERS

Effective Date

2011 - 2012 School Year.

Previous Board Action

The Board annually approves the PDAS list of Certified Appraisers.

Future Action Expected

The Board annually approves the PDAS list of Certified Appraisers.

Background Information and Significant Issues

None.

Fiscal Impact

None.

Student and Public Benefit

A teacher performance evaluation system is in place that complies with statutory requirements.

Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	<ul style="list-style-type: none"> • 2011 – 2012 List of Certified Appraisers
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction</p>
Action Required	Motion, second and majority vote to approve the 2011-2012 list of PDAS Certified Appraisers.
Superintendent's Recommendation	<p>I recommend you approve the 2010-2011 list of PDAS Certified Appraisers as part of the Consent Agenda.</p> <p>Mark Pool, Superintendent of Schools</p>

Certified Appraisers

Professional Development and Appraisal System
El Campo ISD – 2011-2012

Teacher Appraisers:

Rich DuBroc, Mark Freeman, Dollie Coleman, Todd Fuechec
Alicia Stary, Steve Wernecke
Molli Bodungen, Kyle Poenitzsch
Mauri Couey, Laura Pustejovsky
Liz Graves, Deborah Capak
Mark Pool, Carolyn Gordon, Dan Hammock

Second Appraisers for Teachers:

Rich DuBroc, Mark Freeman, Dollie Coleman, Todd Fuechec
Alicia Stary, Steve Wernecke
Molli Bodungen, Kyle Poenitzsch
Mauri Couey, Laura Pustejovsky
Liz Graves, Deborah Capak
Mark Pool, Carolyn Gordon, Dan Hammock

Administrative Appraisers for Leadership Team:

ECHS Principal -- evaluates two assistant principals and Dean of Instruction
ECMS Principal -- evaluates two assistant principals
Molli Bodungen -- evaluates the assistant principal
Mauri Treybig -- evaluates the assistant principal
Liz Graves -- evaluates the assistant principal
Carolyn Gordon -- evaluates special education director and instructional facilitators
David Bright -- evaluates the system analyst and directors of transportation and maintenance; evaluates assistant principal responsible for transportation discipline and textbooks
Mark Pool – evaluates two assistant superintendents, district testing coordinator, five principals, and the athletic director

Agenda Item Summary Sheet (4 D.1)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Information Only

Consent Agenda:
Curriculum and Instruction

Report on Summer School Activities

Summary

The following is a list of summer school courses the district offered this summer. Plans for these programs were presented at the regular meeting on April 19, 2011.

1. Bilingual/English As A Second Language and Migrant Program for grades PK-K;
2. High School summer program for students wishing to accelerate graduation or recover credits;
3. High School summer program for students who have not passed EXIT Level TAKS; and
4. Student Success Initiative accelerated instruction for students in grades 5 and 8 who were not successful on second administration of reading and/or mathematics TAKS.

ECISD Board Policy

EHBC (LEGAL), SPECIAL PROGRAMS:
COMPENSATORY/ACCELERATED SERVICES

EHBC (LOCAL), SPECIAL PROGRAMS:
COMPENSATORY/ACCELERATED SERVICES

Effective Date

Summer 2011

Previous Board Action

The Board annually reviews the district's summer school programs.

Future Action Expected

The Board annually reviews the district's summer school programs.

Background Information and Significant Issues

See information from Carolyn Gordon that is attached.

The following chart represents enrollment numbers for the different summer school programs since we ended the Optional Extended Year Program in 2009:

	Summer 2010	Summer 2011
HS Credit Acceleration	68	52
HS Credit Recovery	14	8
5 th Grade Student Success Initiative	36	29
8 th Grade Student Success Initiative	32	40
Pre-Kindergarten Bilingual	19	16
Kindergarten Bilingual	33	44

Fiscal Impact

The costs of the various programs and their funding sources were detailed in information presented by Carolyn Gordon at the regular meeting in April.

Total estimated cost of all programs at that time was \$64,451, compared to the 2010 estimate of \$68,370.

Student and Public Benefit

Students are provided the opportunity for additional instruction during the summer months.

Procedural and Reporting Implications

Depends upon the program and the funding source.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

None.

Attachments

- Document from Carolyn Gordon with a brief description of each summer school program offered.

Contact Person(s)	Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction
Action Required	No Action Required. This item is for information only.
Superintendent's Recommendation	Information only. Mark Pool, Superintendent of Schools

TO: Mark Pool
FROM: Carolyn Gordon
Date: July 12, 2011
RE: Summer School 2011

Summer school was held during June and July for Bilingual students in grades Pre-K and K, students in grades 5 and 8 who did not pass the second administration of reading and/or mathematics and El Campo High School students needing acceleration for their EXIT TAKS exam. High School students were also offered the opportunity to accelerate graduation or need to recover credits.

ECHS had sixty (60) students that attended regular summer school, and each of the 60 completed at least one semester credit. Fifteen (15) students completed 2 or more semester credits. In all, approximately 80 semester credits were earned in the 3 weeks of summer classes. Of the 60 students, 52 were taking courses to get ahead so they could free up time in their schedule for college courses or work permits, and 8 were recovering credits from the previous year so they could move up in classification.

ECHS TAKS tutorials were held seven (7) evenings, June 27 – July 7. Twenty different students attended TAKS tutorials. Tutorials were come and go, so some students went to tutorials in multiple subjects on a single night. In all, 167 sessions of TAKS remediation were provided over the 7 days of tutorials.

Student Success Initiative Program, grades 5 and 8 – Twenty-nine (29) 5th grade students and forty (40) 8th grade students received accelerated instruction prior to their third administration of the TAKS test.

Bilingual, grades Pre-K and K – Sixteen (16) Pre-K students attended and 44 Kindergarten students attended a six weeks summer school.

Agenda Item Summary Sheet (4 E.1)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda Students	Board approved School-Sponsored / School-Related Activities
Summary	<p>For attendance accounting purposes and school administrative jurisdiction the Board should approve a list of school-sponsored / school-related extracurricular activities.</p> <p>This list is also the official list of activities for the ECISD student drug testing program.</p>
ECISD Board Policy	There are a number of policies that refer to school-sponsored, school-related, or board sanctioned extracurricular activities.
Effective Date	2011-2012 School Year
Previous Board Action	The Board annually approves the list of school sponsored, school-related, or board sanctioned extracurricular activities.
Future Action Expected	The Board annually approves the list of school sponsored, school-related, or board sanctioned extracurricular activities.
Background Information and Significant Issues	<p>Throughout district policies and the Student Code of Conduct there are numerous references to school-sponsored, school-related, or board sanctioned extracurricular activities. One specific policy FEB (LEGAL), ATTENDANCE: ATTENDANCE ACCOUNTING states that <i>"A student not actually on campus at the time attendance is taken may be considered in attendance for Foundation School Program purposes if the student is participating in a <u>Board-approved extracurricular activity or public performance, which is under the direction of a member of the District's professional staff or an adjunct staff member who has a bachelor's degree and is eligible for participation in TRS.</u>"</i></p> <p>So there is a clear distinction of whether or not an activity is a school-sponsored, school-related, or board sanctioned extracurricular activity, the Board should formally approve a list of activities.</p>
Fiscal Impact	None.
Student and Public Benefit	None.

Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> List of Extracurricular Activities from the 2011-2012 school year
Contact Person(s)	Rich DuBroc, El Campo High School and Middle School Principal
Action Required	Motion, second and majority vote to approve the list of school-sponsored/school-related activities.
Superintendent's Recommendation	<p>I recommend you approve the list of school-sponsored/school-related activities as part of the consent agenda.</p> <p>Mark Pool, Superintendent of Schools</p>

TO: Mark Pool
FROM: Carolyn Gordon
RE: Board Approved Extracurricular Activities

The following list of extracurricular activities is recommended for approval as school-sponsored, school-related, or board sanctioned extracurricular activities:

- All activities of the University Interscholastic League

El Campo High School

- Athletics
- Band
- Cheerleaders and Mascot
- Choir
- Derby Dolls
- National Honor Society (NHS)
- Student Council
- Anchor Club
- Anime Club
- Art Club
- Business Professionals of America (BPOA)
- Chess Club
- Distributive Education Clubs of America (DECA)
- Family and Career and Community Leaders of America (FCCLA)
- Fellowship of Christian Athletes (FCA)
- Health Occupations Students of America (HOSA)
- Industrial Arts Club
- Interact Club
- Science Club
- Spanish Club
- STARS Club
- Vocational Industrial Clubs of America (VICA)
- 4-H
- Future Farmers of America (FFA)
- Writers Club
- Pan America Student Forum

El Campo Middle School

- Annual Staff
- Athletics
- Band
- Choir
- Cheerleaders
- Fellowship of Christian Athletes (FCA)
- National Junior Honors Society (NJHS)
- Student Council
- 4H
- Junior FFA
- Speech and Drama Club

Elementary

- Special Olympics
- EarlyAct FirstKinght

Agenda Item Summary Sheet (5 B)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Discussion Only

Business and Operations Discuss Proposed Tax Rate to be Published, and Date and Time for Hearing on Budget and Proposed Tax Rate

Summary

According to the *Texas Education Code* a proposed budget must be prepared on or before a date set by the State Board of Education. That date is currently August 20th.

After the proposed budget has been prepared, the Board President must call a public meeting to discuss and adopt a budget and proposed tax rate. The Board must provide notice of the budget and proposed tax rate meeting by publishing a notice in a daily, weekly, or bi-weekly newspaper published in the District. The notice must be published not earlier than the 30th day or later than the 10th day before the date of the hearing; and must meet the size, format, and content requirements dictated by law.

Prior to publication of the Notice, the Board must vote on a proposed tax rate that will be published.

With all of the different timelines that must be met and the need for information from the Wharton County CAD and the Comptroller's Office that we will not have until after July 25th, we are proposing the following timelines:

- Special Meeting on August 9, 2011 – Record vote on proposed tax rate to be published in the *"Notice for Public Meeting to Discuss Budget and Proposed Tax Rate."*
- Special Meeting on August 9, 2011 – Record vote on date and time of Public Meeting to Discuss Budget and Proposed Tax Rate.
- Publication of Notice at least 10 days before the hearing – Saturday, August 13th or Wednesday, August 17th.
- Public Meeting to Discuss Budget and Proposed Tax Rate – Tuesday, August 30, 2011 at 6:00 p.m.
- Special Meeting to Approve the 2011-2012 General Operating Budget and set the M&O and I&S tax rates – Tuesday, August 30, 2011 at 6:30 p.m. or immediately following the public hearing.

ECISD Board Policy

CE (LEGAL), ANNUAL OPERATING BUDGET
CCG (LEBAL), LOCAL REVENUE SOURCES: AD VALOREM TAXES

Action Required

No action required. A formal vote will be taken at the Special Meeting on August 9, 2011.

**Superintendent's
Recommendation**

This is a discussion item only.

Mark Pool, Superintendent of Schools

Business and Operations Report on Traffic Procedures for Student Drop-Off and Pick-up

Summary

With the anticipated increase in traffic resulting from the elimination of all bus transportation within the El Campo City Limits, I felt the need to review and revise our student drop-off and pick-up procedures. To accomplish this task we formed a process improvement team that consisted of the following invited individuals:

Team Facilitators

- Laura Deiss and Stary Alicia

Administrators

- Myatt – Liz Graves and Deborah Capak
- Hutchins – Mauri Couey and Laura Pustejovsky
- Northside – Molli Bodungen and Kyle Poenitzsch
- Secondary – Rich DuBroc and Todd Fuechec
- District – David Bright and Brett Schoppe

Teachers

- Myatt – Joy Roppolo and Lisa Raun
- Hutchins – Toya Mathews and Kelli Jones
- Northside – Brenda Harp and Roxann Smith
- Middle School – Linda Supak and Holli Willis
- High School – Craig George and Carl Woodworth

Parents

- Myatt - Barbara Balderas and Tracy Braden
- Hutchins – Christy Croix and Andrea Benavidez
- Northside – Michelle Zahn and Robert Korenek
- Secondary – Michael Jones and Juli Fuechec

City of El Campo

- Terry Stanphill
- Gary Williamson
- Sonny Gonzalez
- Chris Barbee
- Mindi Snyder

ECISD Board Policy	None.
Effective Date	July 19, 20110
Previous Board Action	None.
Future Action Expected	None.
Background Information and Significant Issues	The Process Improvement Team met a couple of times during the week of July 11 th and has developed what appears to be a workable solution. I will be able to share their recommendations with you at the meeting Monday evening. A PowerPoint of their work is attached.
Fiscal Impact	Minimal.
Student and Public Benefit	Procedures are being modified to improve the efficiency of the student drop-off and pick-up process and address student safety concerns.
Procedural and Reporting Implications	The new procedures will be appropriately and adequately presented to parents.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	PowerPoint Handout of Process Improvement Team's work.
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	No action required
Superintendent's Recommendation	This is an information item only. Mark Pool, Superintendent of Schools

Bus, Drop-off, Pick-up Procedure For ECISD

Charge:

Develop a process with procedures that are easy to understand, implement, and administer for parents who drop-off and or pick-up their children from school.

Process Parameters:

- Start and dismissal times may vary, but must provide a minimum of 7.5 hours of instructional time for each campus. (Possible exception with pre-kindergarten)
- Procedures must be able to be implemented and administered with minimal increase in expense to the district.
- Requirement that students are dropped-off or picked-up or directly from or to a vehicle with the child (especially at the elementary level)
- Walk-ups are to be strongly discouraged. Any walk-ups must check-in with the campus office before a child is released to them.

Ground Rules

- Turn off cell phones
- Start on time
- One person talking at a time
- ELMO

Parking Lot

Release times

Bus times

Consequences for not following procedure

SIPOC Analysis

Supply	Input	Process	Outputs	Customers
School-I Parent- E Student- E Police/Fire-E School-I	Release times Parents Traffic Students Legal restraints Space Faculty Communication Infrastructure Walkers/bike riders	Develop a process with procedures that are easy to understand, implement, and administer for parents who drop –off and/or pick-up their children from school	Communication Safety Efficiency	Parents- E Faculty- I Community- E

Last Year's Procedures

- Approximate time the "line" ended
- What issues/kinks/concerns did you have that you just managed with daily?

Myatt

Last year

- 6 pick-up stations (6 cars in, 6 cars out)
- Organized seating (caller- PA system)
- Walk-up procedures

Approximate time

- 4:30 Aug-Sept
- 3:45 Oct

Concerns

- Number of students/teachers
- Bad weather days
- Car seats/age of riders

Hutichins

- Kids in line by teacher (class)
- Students called to load by duty teacher
- 15-20minute in PM
- Walk up slowed process and was safety issue
- Cars not using available pull-space

Northside

Staged:

Front of school
Seated by home room

Release:

Car riders at 3:20

Rainy day:

Bunched in front halls due to lack of seating room

Traffic:

Slowed at 3:40-3:45
(w/approximate 20 student left)

Walk-ups:

Minimal, occurred-visual contact with teacher only

Problems:

Early release days-backed up with Myatt traffic

ECMS

PM End 3:50-3:55

AM Start 7:40-7:45 teachers in

- Mornings more difficult- not a set time, parents not leaving enough cushion time
- Stragglers
- Not following procedures, no double stack, not all way forward
- Walk ups (minimal- new parents)
- Procedures:
Drop off and kid to cafeteria or gym
All dismissed to final bell

ECHS

Procedures:

4 different pick up locations

- Ave F (by H Building)
- Student parking lot
- Field house
- Norris Street (Counselor office)

Lines done at 3:45

Flow of traffic from Student Parking lot

Bus Rider Information

	Total Riders By Campus	Eligible Riders 2011- 2012	Non-Eligible Riders- extra Car/pickup
HS	298	139	159
Hutchins	390	133	257
ECMS	529	189	340
Myatt	442	172	270
NS	387	140	247

Myatt Recomendations

- Switch PU/Drop-off with Bus area
- Buses enter front area off Web Street
- Parents line up on one-way Blossom Meyer on right side- right turn only to Web Street.
- Ask city to make a make Blossom Meyer one way during morning and afternoon school hours and paint arrow for right turn only into Web Street
- Keep PU procedures the same

Hutchins Recomendations

- Switch current buses and Drop-off/Pick-up area
- Parents line up on Empire- only make a right hand turn into Driveway
- Buses enter the front of school off the Ave I and exit onto Robert Street
- Concern- students dropped off at stop sign and walk to the school (will deal with issues at campus level)
- Mimic Myatt ID system for pick-up
- Paint the 6 lane car points like Myatt

Northside Recommendations

- Switch Pick-up with Drop-off with bus area
- Would like Blossom Meyer one way-
- Parent turn left onto Webb
- Concern- teacher access to parking lot
- Mimic Myatt's student Identification system- tag in car like Myatt
- Paint 6/12 lanes like Myatt and student stand area painted

ECMS Recommendations

- 7th and 8th grade pick-up and drop off in front of school
- 6th grade pick up and drop off through cafeteria
- Bus drop off and pick-up through cafeteria
- * Most buses will start pick-up at other campuses across town to allow for a later arrival time at middle school to allow 6th grade pick-up traffic to diminish.

ECHS Recommendations

- Student picked up and drop off will remain the same
- Students picked up in the parking lot need to circle complete parking lot and exit by administration building- need signs and paint to show way
- Monitor Norris area to see if further attention needs to be given to that area.

Recommended Responsibilities for ECISD

- Paint pick up lanes and student staging area at Myatt, Hutchins, and Northside Campuses.
- Signage for Hutchins needs to be changed to direct traffic accordingly.
- Signage and possible painting arrows for new 6th grade drop off and pick up.
- Painting and signage for ECHS parking lot to show parents picking up to drive around to Administration Building and not to double back.

Recommended Responsibilities for El Campo City

- Change Blossom Meyer to a one way street during morning school time and afternoon school time example times (one way 7:00-8:30 am and 2:30-4:00 during school days) at city discretion
 - Paint stripes down Blossom Meyer
 - Add turn arrows and possible signs for left turn only and right turn only during the one way street times
 - Add a left turn lane at the end of Web Street onto HWY 71
 - Paint fresh all cross walks close to the schools.
- ** Possibility for future look into putting a light at intersection of Web and HWY 71**

Curriculum and Instruction Annual Review of District Test Scores

Summary

According to ECISD LEGAL policy, overall student performance data, aggregated by ethnicity, sex, grade level, subject area, campus, and district, shall be made available to the public, with appropriate interpretations, at regularly scheduled meetings of the Board, after receipt from TEA. The information shall not contain the names of individual students or teachers. *Education Code 39.030(b)*; and

The Superintendent shall accurately report all test results with appropriate interpretations to the Board according to the schedule in the applicable test administration materials.

In compliance with this policy, Carolyn Gordon will be reporting on the results of the Texas Assessment of Knowledge and Skills (TAKS) taken by students in Grades 3-11

In general this year's results were a mixed bag with significant declines in some areas and significant gains in others. The following charts show significant declines and gains by grade; i.e., +/-10%, by subject area and student subgroup:

Significant Declines

Subject	All Students	African American	Hispanic	White	Economically Disadvantaged
Reading	4, 6, 9	4, 6, 9, 10	4, 6, 9	6	4, 6, 9
Math	6, 9	5, 6, 7, 9	6, 9	6, 9	6, 7 9
Science					
Social Studies					

I am concerned about the poor reading performance of the fourth, sixth and ninth grades; and the poor math performance of the sixth and ninth grades.

Significant Gains

Subject	All Students	African American	Hispanic	White	Economically Disadvantaged
Reading		11			
Math	11	4, 10, 11	8, 11		4, 8, 11
Science	10	8, 10	5, 8	8, 10	8
Social Studies					

In general, eleventh grade Exit scores were much improved in math. I am also pleased with the increase in science scores at the eighth and tenth grades.

ECISD Board Policy EKB (LEGAL), TESTING PROGRAM: STATE ASSESSMENT PROGRAM

Effective Date Spring 2010

Previous Board Action The Board annually reviews the student assessment results.

Future Action Expected The Board will annually review the student assessment results.

Background Information and Significant Issues The following are excerpts taken from policy EKB (LEGAL):

State Assessment of Academic Skills. Every student receiving instruction in the essential knowledge and skills shall take the appropriate criterion-referenced tests, as required by the Texas Education Code.

All students, except students who are exempt shall be assessed in:

1. Mathematics, annually in grades 3 through 7 without the aid of technology and in grades 8 through 11 with the aid of technology on any assessment instruments that include algebra;
2. Reading, annually in grades 3-9;

3. Writing, including spelling and grammar, in grades 4 and 7;
4. English language arts in grade 10;
5. Social studies in grades 8 and 10; and
6. Science in grades 5, 8, and 10.

Accommodations. Testing accommodations are permitted for any student unless they would make a particular test invalid. Decisions regarding testing accommodations shall take into consideration the needs of the students and the accommodations the student routinely receives in classroom instruction. Permissible testing accommodations shall be described in the appropriate test administration manual.

The committee established by the Board to determine the placement of students with dyslexia or related disorders shall determine whether any allowable modification is necessary in administering an assessment to such a student.

For a student receiving special education services, the admission, review, and dismissal (ARD) committee shall determine the allowable accommodations and shall document them in the student's individualized education program (IEP).

Exit-Level Testing. A student may not receive a high school diploma until the student has performed satisfactorily on the secondary TAKS exit-level assessment for English language arts, mathematics, social studies, and science.

Special Education. The Texas Education Agency has developed alternative assessment instruments to be administered to each student in a special education program for whom a state assessment, even with allowable accommodations, would not provide an appropriate measure of student achievement, as determined by the student's admission, review, and dismissal (ARD) committee.

Limited English Proficiency (LEP) Students. In grades 3-12, a limited English proficiency student must participate in the state assessment in accordance with Commissioner's rules.

Fiscal Impact

None.

Student and Public Benefit

Student achievement has improved through the use of the statewide accountability system high stakes testing program.

Procedural and Reporting Implications

LEGAL policy requires the Superintendent to report these results to the Board of Trustees.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none">• TAKS Results for Spring 2011• ECISD TAKS Historical Comparison Chart
Contact Person(s)	Carolyn Gordon, Assistant Superintendent of Curriculum and Instruction
Action Required	No Action Required. This is an information report only.
Superintendent's Recommendation	Information only. Mark Pool, Superintendent of Schools

Texas Assessment of Knowledge and Skills (TAKS) Results Spring 2011

Hutchins Elementary

	All Students	African American	Hispanic	White	Economic Disadvantaged
<i>Grade 3</i>					
Reading	86%	69%	86%	96%	81%
Math	83%	71%	82%	94%	77%
<i>Campus Reading Summed</i>	86%	69%	86%	96%	81%
<i>Campus Math Summed</i>	83%	71%	82%	94%	77%

Northside Elementary

	All Students	African American	Hispanic	White	Economic Disadvantaged
<i>Grade 4</i>					
Reading	75%	62%	73%	90%	68%
Math	87%	82%	88%	90%	86%
Writing	84%	86%	82%	89%	80%
<i>Grade 5</i>					
Reading	92%	77%	93%	94%	89%
Math	90%	77%	90%	94%	88%
Science	88%	73%	88%	93%	83%
<i>Campus Reading Summed</i>	84%	70%	83%	92%	79%
<i>Campus Math Summed</i>	89%	80%	89%	92%	87%
<i>Campus Writing Summed</i>	84%	86%	82%	89%	80%
<i>Campus Science Summed</i>	88%	73%	88%	93%	83%

Texas Assessment of Knowledge and Skills (TAKS) Results Spring 2011

El Campo Middle School

	All Students	African American	Hispanic	White	Economic Disadvantaged
<i>Grade 6</i>					
Reading	77%	79%	72%	88%	72%
Math	70%	57%	69%	82%	62%
<i>Grade 7</i>					
Reading	87%	76%	87%	94%	83%
Math	74%	62%	70%	92%	69%
Writing	96%	97%	96%	96%	98%
<i>Grade 8</i>					
Reading	95%	89%	94%	100%	92%
Math	86%	78%	86%	92%	83%
Social Studies	97%	100%	96%	100%	96%
Science	80%	70%	74%	98%	73%
<i>Campus Reading Summed</i>	86%	81%	84%	94%	82%
<i>Campus Math Summed</i>	77%	66%	75%	89%	71%
<i>Campus Writing Summed</i>	96%	97%	96%	96%	98%
<i>Campus Social Studies Summed</i>	97%	100%	96%	100%	96%
<i>Campus Science Summed</i>	80%	70%	74%	98%	73%

Texas Assessment of Knowledge and Skills (TAKS) Results Spring 2011

El Campo High School

	All Students	African American	Hispanic	White	Economic Disadvantaged
<i>Grade 9</i>					
Reading	87%	81%	83%	95%	83%
Math	64%	47%	59%	81%	55%
<i>Grade 10</i>					
ELA	92%	79%	91%	96%	88%
Math	65%	59%	53%	82%	53%
Social Studies	94%	80%	95%	98%	91%
Science	68%	63%	54%	87%	57%
<i>Grade 11</i>					
ELA	94%	86%	94%	95%	89%
Math	85%	85%	75%	95%	75%
Social Studies	97%	93%	96%	99%	94%
Science	88%	86%	81%	97%	80%
<i>Campus Reading Summed</i>	87%	81%	83%	95%	83%
<i>Campus ELA Summed</i>	93%	83%	93%	96%	89%
<i>Campus Math Summed</i>	71%	64%	62%	86%	61%
<i>Campus Social Studies Summed</i>	96%	87%	96%	99%	93%
<i>Campus Science Summed</i>	78%	75%	68%	92%	69%

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis - All Students

READING	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	94	97	91	87	86	-1	--
4 th grade	78	83	79	88	75	-13	-12
5 th grade	85	90	86	87	92	+5	+4
6 th grade	94	90	89	90	77	-13	-10
7 th grade	92	86	89	91	87	-4	-3
8 th grade	90	95	98	97	95	-2	+4
9 th grade	92	83	88	91	87	-4	-10
10 th grade	85	89	85	88	92	+4	+1
11 th grade	91	90	91	92	94	+2	+6

TAKS Analysis - All Students

MATH	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	88	92	89	81	83	+2	--
4 th grade	87	88	91	91	87	-4	+6
5 th grade	89	86	90	95	90	-5	-1
6 th grade	81	76	77	82	70	-12	-25
7 th grade	73	77	76	78	74	-4	-8
8 th grade	73	80	88	89	86	-3	+8
9 th grade	57	51	57	64	64	0	-25
10 th grade	62	60	55	60	65	+5	+1
11 th grade	77	75	75	82	85	+3	+25

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis - All Students

WRITING	2007	2008	2009	2010	2011	Year to Year 2010-2011
4th grade	90	92	92	95	84	-11
7th grade	98	91	97	99	96	-3

TAKS Analysis - All Students

SOCIAL STUDIES	2007	2008	2009	2010	2011	Year to Year 2010-2011
8th grade	84	84	96	95	97	+2
10th grade	88	84	86	89	94	+5
11th grade	88	93	94	96	97	+1

TAKS Analysis - All Students

SCIENCE	2007	2008	2009	2010	2011	Year to Year 2010-2011
5th grade	57	65	75	81	88	+7
8th grade	62	57	68	70	80	+10
10th grade	58	60	57	59	68	+9
11th grade	75	76	78	85	88	+3

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis – African American Students

READING	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	93	97	83	85	69	-16	--
4 th grade	62	76	70	81	62	-19	-23
5 th grade	86	87	82	83	77	-6	-4
6 th grade	88	85	77	89	79	-10	-4
7 th grade	88	75	84	78	76	-2	-13
8 th grade	90	90	97	94	89	-5	+11
9 th grade	83	88	79	89	81	-8	-13
10 th grade	73	93	78	69	79	+10	-10
11 th grade	91	75	85	92	86	-6	+17

TAKS Analysis – African American Students

MATH	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	79	90	81	64	71	+7	--
4 th grade	76	76	88	88	82	-6	+18
5 th grade	86	87	85	91	77	-14	-11
6 th grade	79	65	67	76	57	-19	-34
7 th grade	65	67	58	69	62	-7	-14
8 th grade	65	73	79	78	78	0	+9
9 th grade	46	33	35	48	47	-1	-31
10 th grade	52	44	35	35	59	+24	+11
11 th grade	70	64	63	71	85	+14	+50

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis – African American Students

WRITING	2007	2008	2009	2010	2011	Year to Year 2010-2011
4th grade	78	91	90	94	86	-8
7th grade	92	88	100	97	97	0

TAKS Analysis – African American Students

SOCIAL STUDIES	2007	2008	2009	2010	2011	Year to Year 2010-2011
8th grade	82	72	92	94	100	+6
10th grade	81	72	76	73	80	+7
11th grade	86	97	87	94	93	-1

TAKS Analysis – African American Students

SCIENCE	2007	2008	2009	2010	2011	Year to Year 2010-2011
5th grade	31	47	62	74	73	-1
8th grade	54	34*	61	58	70	+12
10th grade	42	38	35	38	63	+25
11th grade	69	67	50	77	86	+9

*29 students

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis – Hispanic Students

READING	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	93	96	89	83	86	+3	--
4 th grade	75	82	74	90	73	-17	-10
5 th grade	81	88	83	83	93	+10	+3
6 th grade	95	88	89	87	72	-15	-11
7 th grade	90	86	88	92	87	-5	0
8 th grade	87	94	97	96	94	-2	+2
9 th grade	92	74	88	87	83	-4	-13
10 th grade	83	90	84	90	91	+1	+4
11 th grade	88	88	94	87	94	+7	+4

TAKS Analysis – Hispanic Students

MATH	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	88	90	88	81	82	+1	--
4 th grade	86	89	88	89	88	-1	+7
5 th grade	85	84	89	95	90	-5	+1
6 th grade	76	71	73	79	69	-10	-26
7 th grade	70	72	74	75	70	-5	-9
8 th grade	64	75	89	86	86	0	+11
9 th grade	46	38	45	53	59	+6	-27
10 th grade	47	57	41	46	53	+7	0
11 th grade	66	67	76	74	75	+1	+29

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis – Hispanic Students

WRITING	2007	2008	2009	2010	2011	Year to Year 2010-2011
4th grade	91	92	92	96	82	-14
7th grade	98	90	96	99	96	-3

TAKS Analysis – Hispanic Students

SOCIAL STUDIES	2007	2008	2009	2010	2011	Year to Year 2010-2011
8th grade	77	79	95	94	96	+2
10th grade	82	87	82	86	95	+9
11th grade	83	86	95	95	96	+1

TAKS Analysis – Hispanic Students

SCIENCE	2007	2008	2009	2010	2011	Year to Year 2010-2011
5th grade	48	60	70	74	88	+14
8th grade	51	48	56	62	74	+12
10th grade	39	54	45	47	54	+7
11th grade	64	63	82	77	81	+4

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis – White Students

READING	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	97	100	97	95	96	+1	--
4 th grade	94	90	97	86	90	+4	-5
5 th grade	92	95	95	98	94	-4	+8
6 th grade	95	96	98	98	88	-10	-10
7 th grade	97	91	93	97	94	-3	-4
8 th grade	95	98	100	100	100	0	+3
9 th grade	96	93	93	97	95	-2	-5
10 th grade	91	87	88	93	96	+3	-1
11 th grade	94	96	90	98	95	-3	+2

TAKS Analysis – White Students

MATH	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	90	97	95	92	94	+2	--
4 th grade	97	93	98	95	90	-5	-2
5 th grade	99	93	95	97	94	-3	-1
6 th grade	91	91	90	94	82	-12	-15
7 th grade	79	90	86	90	92	+2	-2
8 th grade	89	89	93	97	92	-5	+2
9 th grade	74	74	78	83	81	-2	-16
10 th grade	79	72	78	87	82	-5	-1
11 th grade	89	87	78	95	95	0	+8

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis – White Students

WRITING	2007	2008	2009	2010	2011	Year to Year 2010-2011
4th grade	95	93	95	95	89	-6
7th grade	99	94	99	100	96	-4

TAKS Analysis – White Students

SOCIAL STUDIES	2007	2008	2009	2010	2011	Year to Year 2010-2011
8th grade	95	94	100	96	100	+4
10th grade	96	87	95	97	98	+1
11th grade	94	98	96	97	99	+2

TAKS Analysis – White Students

SCIENCE	2007	2008	2009	2010	2011	Year to Year 2010-2011
5th grade	85	86	94	97	93	-4
8th grade	83	79	91	88	98	+10
10th grade	80	76	78	77	87	+10
11th grade	88	90	86	97	97	0

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis – Economically Disadvantaged Students

READING	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	92	97	88	82	81	-1	--
4 th grade	72	79	74	84	68	-16	-14
5 th grade	82	88	80	85	89	+4	+5
6 th grade	90	86	86	86	72	-14	-13
7 th grade	88	82	87	89	83	-6	-3
8 th grade	87	94	96	96	92	-4	+3
9 th grade	90	78	86	87	83	-4	-13
10 th grade	78	90	83	86	88	+2	+1
11 th grade	83	85	90	87	89	+2	+3

TAKS Analysis – Economically Disadvantaged Students

MATH	2007	2008	2009	2010	2011	Year to Year 2010-2011	Cohort Group 2010-2011
3 rd grade	85	90	85	76	77	+1	--
4 th grade	84	83	88	88	86	-2	+10
5 th grade	86	83	86	93	88	-5	0
6 th grade	76	69	70	79	62	-17	-31
7 th grade	66	71	68	73	69	-4	-10
8 th grade	62	75	86	82	83	+1	+10
9 th grade	47	35	44	50	55	+5	-27
10 th grade	45	50	34	48	53	+5	+3
11 th grade	62	67	66	70	75	+5	+27

**El Campo Independent School District
TAKS Comparison Chart for Panel Recommendation**

TAKS Analysis – Economically Disadvantaged Students

WRITING	2007	2008	2009	2010	2011	Year to Year 2010-2011
4th grade	86	89	91	94	80	-14
7th grade	97	90	96	99	98	-1

TAKS Analysis – Economically Disadvantaged Students

SOCIAL STUDIES	2007	2008	2009	2010	2011	Year to Year 2010-2011
8th grade	78	80	94	93	96	+3
10th grade	81	80	81	82	91	+9
11th grade	77	89	92	94	94	0

TAKS Analysis – Economically Disadvantaged Students

SCIENCE	2007	2008	2009	2010	2011	Year to Year 2010-2011
5th grade	48	58	68	75	83	+8
8th grade	48	45	56	60	73	+13
10th grade	39	47	38	48	57	+9
11th grade	57	61	69	76	80	+4

Agenda Item Summary Sheet (6 B)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Discussion Item

Curriculum and Instruction Expectations for Workshop to Discuss Student Achievement

Summary

It has been mentioned that we need to spend some time evaluating the efficiency and effectiveness of the changes we have made in the areas of curriculum and instruction over the past few years. As communicated earlier, with no new information to report on our budget preparation we have opted to change the budget workshop originally scheduled on August 9th, to a workshop to discuss student achievement.

I want the workshop to be beneficial and provide the Board with the information you need to make appropriate decisions with regards to curriculum and instruction, so I want to discuss what your expectations for the workshop are so that we can prepare accordingly.

I plan to have all principals, assistant principals and facilitators to attend and participate in the workshop.

ECISD Board Policy None.

Effective Date July 19, 2011

Previous Board Action None.

Future Action Expected None.

Background Information and Significant Issues

Here are some thoughts I have had about workshop discussion topics, but we certainly can take a different approach based on input from the Board:

- Maintaining a 30,000 ft view – Focusing on the Big Picture; the “Governance Clock” with regards to curriculum and instruction.
- Alignment of curriculum, instruction, and assessment – How we got to where we are?
- Longitudinal look at test data – How have we done over time? Are we making progress or regressing?
- Benchmarking test data – How do we compare to “Districts Like Us” and the State over time? What are we doing well and where do we need to improve?
- Return on Investment – Effectiveness and efficiency of curriculum and instructional program (federal programs, CSOPE, facilitators, common assessment, etc.)

- Overview of the State Accountability System – where we have been with TAKS and where we are headed with STARR and EOC
- Goals and expectations of the Board with regards to curriculum and instruction – Where are we going and how will we know when we get there?

Fiscal Impact	None.
Student and Public Benefit	With clear direction set by the Board with regards to curriculum and instruction student achievement should improve.
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	No action required.
Superintendent's Recommendation	This is discussion item only. Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (7 A)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Information Item

Governance

Judy Owens to Address Board Regarding Glen Flora Voting Location

Summary

Wharton County Election Administrator, Judy Owens, will attend the meeting to discuss with the Board our options regarding the Glen Flora voting location in future school related elections.

According to an email received from Ms. Owens SB 100 made some changes that will affect the entities that have multiple voting sites on election day. She stated in the email that entities basically have the following options:

- Limit the number of locations and contract with Wharton County Election Department
- Change the terms of office holders and move the election to November, requiring the district to use County voting locations on Election Day resulting additional personnel and equipment costs
- Run our own election requiring the lease of two ADA compliant machines, one for early voting and one for election day, and the use of paper ballots with hand counts

Ms. Owens stated in her email that the County will only provide equipment for the following voting locations for early voting and on election day with a limited number of machines at each location:

- Wharton
- El Campo
- East Bernard
- Needville

She also stated that SB 100 gives her the option not to contract with entities.

ECISD Board Policy

None.

Effective Date

SB 100 takes effective September 1, 2011

Previous Board Action

The Board has previously made the decision to contract with the County to run our school related elections.

Future Action Expected	Decision on how to handle the Glen Flora voting location depending upon information received from Ms. Owens.
Background Information and Significant Issues	<p>SB 100 deals with the adoption of voting procedures necessary to implement the federal Military and Overseas Voter Empowerment Act.</p> <p>A number of amendments were added to the Bill that apparently has caused the issue at hand. I do not have an official summary of the bill yet, but I have attached and highlighted a report on the bill that I pulled from Legislature On-Line.</p>
Fiscal Impact	Unknown.
Student and Public Benefit	Maintaining a polling location in Glen Flora makes it more convenient for registered voters from the district who live in that area to vote in school elections.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>David Bright, Assistant Superintendent of Finance and Operations</p>
Action Required	No action required.
Superintendent's Recommendation	<p>This is an information item only.</p> <p>Mark Pool, Superintendent of Schools</p>

SUBJECT: Moving the general primary election date, implementing the MOVE Act

COMMITTEE: Defense and Veterans' Affairs — committee substitute recommended

VOTE: 8 ayes — Pickett, Sheffield, Berman, Farias, Landtroop, Perry, Scott,
V. Taylor

0 nays

1 absent — Flynn

SENATE VOTE: On final passage, April 14 — 29-1 (Nelson)

WITNESSES: For — None

Against — None

On — Ann McGeehan, Secretary of State

BACKGROUND: Members of the uniformed services and U.S. citizens who live abroad are eligible to register and vote absentee in federal elections under the Uniformed and Overseas Citizens Absentee Voting Act of 1986 (UOCAVA).

In 2009, Congress overhauled UOCAVA by enacting the Military and Overseas Voter Empowerment (MOVE) Act. A major feature of the MOVE Act is its requirement that all states send absentee ballots to uniformed and overseas citizens at least 45 days before an election, unless a state has received a waiver from the federal government. In response to the MOVE Act, some states have moved their primary election date in order to meet the 45-day deadline.

MOVE also requires states to establish procedures to allow UOCAVA voters to request registration and absentee ballot applications electronically and by mail.

Texas Administrative Code, Title 1, Part 4, ch. 81 authorizes the secretary of state (SOS) to e-mail ballots to uniformed services voters, including their spouse and dependents, that are overseas during a federal election.

Election Code, ch. 101 sets forth the procedures for early voting by mail using federal postcard applications (FPCAs). Sec. 41.001 sets forth the uniform election dates. With certain exceptions, each general or special election in Texas is held on the second Saturday in May or the first Tuesday after the first Monday in November.

Election Code, sec. 41.007 stipulates that the general primary election date is the first Tuesday in March in each even-numbered year. The runoff primary election date is the second Tuesday in April after the general primary election, and the presidential primary election date is the first Tuesday in March in each presidential election year. Sec. 172.023 stipulates that an application for a place on the general primary election ballot must be filed no later than January 2 in the primary election year.

DIGEST:

CSSB 100 would move the general primary election date to the first Tuesday in April and the runoff to the third Tuesday in June. The presidential primary election date would move to the first Tuesday in April in each presidential election year.

The bill would require, with certain exceptions, each general or special election in Texas to be held on one of the following dates: the second Saturday in May in an odd-numbered year, the second Saturday in May in an even-numbered year for an election held by a political subdivision other than a county, or the first Tuesday after the first Monday in November. **A county elections administrator would not be required to enter into a contract to furnish election services for an election held on the second Saturday in May in an even-numbered year.**

The bill would extend the deadline to December 31, 2012, for a political subdivision other than a county that held its general election for officers on a date other than the November uniform election date to change the election date to the November uniform election date.

A political subdivision that before September 1, 2011, held its general election for officers on the uniform election date in May, or that was required by other law to hold its general election for officers on that date, would have to hold its general election for officers on the first Tuesday in

April in an odd-numbered year unless the governing body of the political subdivision changed the date.

CSSB 100 would authorize a home-rule city to implement the changes authorized by the bill by adopting a resolution. The change would supersede a city charter provision that required a different general election date. A holdover of a member of a city governing body, in accordance with state constitutional provisions requiring officers to serve until their successors were qualified, as the term of office could be conformed to a new election date, would not constitute a vacancy for purposes relating to vacancies in the Texas Constitution.

Implementing the federal MOVE Act. CSSB 100 would implement the federal MOVE Act and authorize the e-mail transmission of balloting materials to a member of the armed forces or merchant marines of the U.S., or their spouse or dependent, or a person domiciled in this state but temporarily living outside the U.S.

The SOS would be the designated state office to provide information about voter registration procedures and absentee ballot procedures, including procedures related to the federal write-in absentee ballot, to be used by individuals eligible to vote under the federal MOVE Act. The SOS would be the state coordinator between military and overseas voters and county election officials and could adopt any necessary rules, including rules for an alternate secure method of electronic ballot transmission other than e-mail.

County election officials would have to cooperate with the SOS to ensure that military and overseas voters timely received accurate balloting materials in time for the election

An application for a ballot to be voted by mail would have to be submitted on an official FPCA form and include certain eligibility information. An individual qualified to vote under these provisions could request from the early voting clerk e-mail transmission of balloting materials. The early voting clerk would have to grant this request if:

- the requestor had submitted a valid FPCA and was an overseas voter who provided a current mailing address located outside the U.S. or a military voter who provided a current mailing address outside of his or her county;

- the requestor provided an e-mail address that corresponded to the address on file with the FPCA or on a newly submitted FPCA;
- the request was submitted on or before the seventh day before the date of the election; and
- a marked ballot for the election from the requestor had not been received by the early voting clerk.

An e-mail address would be confidential and would not constitute public information. An early voting clerk would have to ensure that a voter's e-mail address was excluded from public disclosure.

Voter registration. To register to vote under the bill, a person would be required to provide the address of the last place of residence in the state or the person's parent or legal guardian's last place of residence. The registrar would have to register the person at the address provided or assign them an address under prescribed procedures.

Balloting materials. Balloting materials could be e-mailed only for an election in which an office of the federal government was on the ballot, including a primary election or an election to fill a vacancy in the Legislature unless it was ordered as an emergency election or held as an expedited election or was a joint election under either of those circumstances.

Balloting materials sent by e-mail would have to include:

- the appropriate ballot;
- ballot instructions;
- instructions on how to print a return envelope from the federal voting assistance program website and how to create a carrier envelope or signature sheet for the ballot; and
- a list of certified write-in candidates.

Balloting materials could be provided in PDF format, through a scanned format, or by any other method of electronic transmission authorized by the SOS. The SOS would be required to prescribe procedures for the retransmission of materials following an unsuccessful transmission.

Military or overseas voters would have to be voting from outside the voter's county or from outside the U.S. A voter who received a ballot under these provisions would have to return it by mail, common or

contract carrier, or courier. A ballot could not be returned by electronic transmission, with certain exceptions.

The deadline for returning ballots would be the same as the deadline for returning a marked ballot voted by mail. If a ballot was late, it would not be sent to the early voting ballot board for processing. If a ballot was timely, the clerk would have to include in the jacket envelope a copy of the voter's FPCA and the signature cover sheet, if applicable.

For each FPCA registrant accepted to vote, the early voting clerk would have to note on the early voting poll list indicating the voter was an FPCA registrant. The clerk also would have to note on the early voting roster each e-mail of a ballot voted under these provisions. A ballot from an FPCA registrant would not have to be included on the precinct early voting list.

The SOS, in coordinating with local election officials, would be required to implement an electronic free-access system that a person could use to determine, by telephone, e-mail, or over the Internet, whether the FPCA or other registration or ballot application had been received or accepted and whether the person's ballot had been received and its status.

The SOS would have to create a tracking system under which an FPCA registrant could determine whether a voted ballot had been received by the early voting clerk. Each county that sent ballots to these individuals would have to provide information required by the SOS to implement the system.

If the early voting clerk had provided a voter a ballot to be voted by mail by regular mail and e-mail, the clerk could not deliver a jacket envelope containing the early voting ballot until both ballots were returned or the deadline for returning marked ballots had passed. If the ballots provided by regular mail and e-mail were returned before the deadline, the early voting clerk would have to deliver to the board only the jacket envelope containing the ballot provided by e-mail. The ballot provided by regular mail would be considered not timely returned.

In determining whether to accept an early voting ballot by mail when the signature on the carrier envelope certificate was determined to have been executed by someone other than the voter, the early voting ballot board would have to compare the signature on the carrier envelope or signature cover sheet with the signature on the FPCA.

The bill would require the early voting ballot board, when placing and sealing rejected ballots in a carrier envelope, to keep a record of the number of rejected ballots in each envelope. The bill would require a notation to be made on the carrier envelope of any ballot rejected after the envelope was opened and to include the reason the envelope was opened and the ballot rejected.

The presiding judge of the early voting ballot board, when providing written notice of the reason for the rejection, would also have to provide the notice to the e-mail address where the ballot was sent.

For ballots from military or overseas voters, the early voting ballot board would have to place the copy of the voter's FPCA or signature cover sheet in the same location as the carrier envelope.

The bill would require the SOS to prescribe procedures to allow a voter who qualified to vote by a federal write-in absentee ballot to vote through use of a federal write-in absentee ballot in an election for any office for which balloting materials may be sent by e-mail.

Change of terms in municipalities. By December 31, 2011, the governing body of the general-law municipality could adopt a resolution changing the length of terms of its members to two years. The resolution would have to specify how the transition from the length of the former term to the modified term was made. The transition would have to begin with the first regular election for members of the governing body that occurred after January 1, 2012, and a member who served on that date would serve the remainder of that term. This provision would expire January 1, 2015.

The bill's provisions would prevail over another act of the 82 Legislature to the extent of any conflict. The SOS would have to adopt rules to implement the bill's provisions, including the adjustment of any affected date, deadline, or procedure. The bill's provisions would not be in effect for an election held on November 8, 2011.

CSHB 100 would make a number of organizational and conforming changes to the Election Code and other statutes related to extending or shortening deadlines, where appropriate, as a result of amending the uniform election and primary election dates.

The bill would take effect on September 1, 2011.

**SUPPORTERS
SAY:**

Texas must comply with the 2009 MOVE Act, which requires states to provide absentee ballots to military personnel and other citizens living overseas at least 45 days before a federal election and to establish rules for the electronic transmission of ballots and a free tracking system for military voters to use to track their ballots. CSSB 100 would be needed to align state election law with the new federal requirements in time for the 2012 elections, or else face possible sanctions from the federal government. Fourteen states or jurisdictions had federal intervention in 2010.

As it stands now, the dates of the filing deadline, presidential primary election, the primary runoff election, and nonpartisan city and school elections are too compressed to comply with the law. To keep the January 2 filing deadline and comply with the federal law, Texas has to shift the party primaries to later in the year.

Additionally, because of rules adopted by the national Republican Party, Texas would need to move its primary to April in order to remain a winner-take-all primary state. Under Texas Republican Party rules, candidates receiving over 50 percent of the presidential primary vote statewide or in a congressional district receive all of the delegates. If Texas retains this system for a March primary, it could risk losing half of its delegates to the national party convention.

Voting is quite often difficult for those on active duty. The distance of military personnel and individuals living temporarily overseas has made it difficult to comply with the elections timeline. The goal is to ensure that military members and their dependents are not disenfranchised when trying to cast a ballot. The federal government has acted in response to concerns that about a quarter of military and overseas ballots were not reaching voters in time.

The real issue is the amount of time needed to request, receive, and return a ballot by mail. It makes it virtually impossible for active military men and women serving overseas to vote in a timely fashion. The bill would authorize ballots to be e-mailed, printed, and returned, but the deadline for returning the ballots would be the same for ballots being voted by mail.

There were several options for moving election and filing dates, but the proposals in the bill would cause the least ripple effect. Keeping the current filing deadline for candidates to apply for a spot on the primary ballot of January 2 would not put candidates in jeopardy of the state's "resign to run" law. The Texas Constitution stipulates that a county officeholder must resign before seeking another office if more than a year is left on his or her term. Officeholders routinely file by January 2 because that leaves less than a year on their current term.

Moving the primary election date would give voters more time to get to know the candidates and to think about the issues. The bill would keep the ability to combine the general and local elections dates on the first Tuesday in November and maintain the May election date in odd-numbered years. Local entities still could hold elections in May of even-numbered years. If the county elections administrator refused to administer the election, the local entities could contract to hold their elections.

The bill would also allow for the adjustment of terms of office for certain cities, moving the terms from three years to two to enable them to comply more easily.

OPPONENTS
SAY:

The vast majority of cities and school districts hold their nonpartisan elections on the May uniform election date. Schools want their elections held before summer, and cities want their elections before start their budgeting processes. The bill would allow these entities to have the May uniform election date in odd-numbered years or be forced to move these elections to the uniform election date in November.

The bill would authorize local entities to hold an election on the May election date in even-numbered years and although it would not require county election administrators to supply voting machines, this has been standard practice. County election administrators have said that it would be too difficult to supply electronic voting machines to local entities wanting to hold an election in May of even-numbered years. As a result, local entities that currently conduct an election every May because of staggered terms of office would be forced to switch to the November date.

In addition to cities and school districts, many other local entities hold elections on the May election date, including water districts, municipal utility districts, and community colleges. To coordinate the administration

and expense of holding a local election would be very difficult and expensive.

Under current law there are two election date options – May and November. Local election officials have the option to put propositions and bond proposals on the May ballot and other measures and member elections on the ballot in November. The proposals in the bill would give local officials less flexibility when responding to the needs of the community.

If the November uniform date was chosen, nonpartisan issues could be drowned out by the partisan ones, especially with straight-party voting, and the ballots would be very large. A November date could force a runoff election to occur during the holiday season, when resources and manpower are scarce.

Moving the primary election date later in the year would rob Texas of clout in the presidential primaries. It should remain a part of Super Tuesday in March.

OTHER
OPPONENTS
SAY:

A better alternative to changing the length of terms for general-law municipalities would be to allow for the election of all members of the governing body at the same election, rather than simply authorizing the entities to change the length of the terms to two years.

NOTES:

The House committee version of the bill differs from the Senate-passed version by establishing the runoff primary election date as the third Tuesday in June rather than the fourth Tuesday in May. The substitute also contains provisions relating to the general primary election date and the presidential primary election date that were not included in the Senate-passed version.

According to the bill's fiscal note, the fiscal implications cannot be determined at this time. It is assumed that if the primary runoff election date is moved from the second Tuesday in April to the third Tuesday in June, several public schools used for the elections would be closed for the summer and could charge a fee. This could cost the state about \$86,000 to \$260,000.

A similar bill, HB 2173 by Torres, which has many of the same provisions, including the implementation of the federal MOVE Act, passed the House by 142-1 on May 5 and passed the Senate on May 23.

Action Required

Governance	Election of Delegate and Alternate to TASB Delegate Assembly
Summary	<p>The TASB Delegate Assembly, held annually in conjunction with the TASB/TASA Convention, is the foundation of the Association's governance structure and provides critical direction as the Association represents members' interests before state and national policy makers.</p> <p>The 2011 Delegate Assembly is scheduled for October 1, 2011, in Austin. Delegates and alternates in each region will meet with TASB Directors over lunch to discuss the issues coming before the Assembly and to clarify Delegate Assembly processes. Caucuses and lunch for delegates and alternates will begin at 12:30 p.m. and end just before the opening of the Assembly at 1:45 p.m.</p>
ECISD Board Policy	BBD (LEGAL), BOARD MEMBERS: TRAINING AND ORIENTATION
Effective Date	October 1, 2011
Previous Board Action	The Board annually selects a delegate and alternate to serve on the TASB Delegate Assembly.
Future Action Expected	The Board annually selects a delegate and alternate to serve on the TASB Delegate Assembly.
Background Information and Significant Issues	<p>TASB's Delegate Assembly is a vital component of the Association's governance structure. During the half-day Assembly, local trustees from across Texas provide crucial direction to the TASB Board and staff in representing members' interests before state and national policy makers.</p> <p>The Delegate Assembly charts TASB's future in three significant ways:</p> <ul style="list-style-type: none">• Elects TASB's leadership —officers and members of the TASB Board of Directors• Amends TASB Bylaws to ensure a responsive and effective Association.• Formally adopts TASB's Advocacy Agenda, the legislative "roadmap" for issues critical to public education for the foreseeable future.

Fiscal Impact	Registration fee and travel expenses for delegate and alternate to the convention in Austin.
Student and Public Benefit	Students and taxpayers benefit by having our district represented in the decision making process of a body that represents the interests of public schools and school boards before state and national policy makers.
Procedural and Reporting Implications	Registration of delegate and alternate.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<p><i>"About Delegate Assembly"</i> — copy of Delegate Assembly web page from http://www.tasb.org/about/governance/delegate/index.aspx .</p>
Contact Person(s)	Dianne Cerny , Executive Secretary to Superintendent
Action Required	The Board should nominate and elect a delegate and alternate to the 2011 Delegate Assembly to be held on October 1st, in Austin.
Superintendent's Recommendation	<p>I recommend that you elect a delegate and alternate to the TASB 2011 Delegate Assembly.</p> <p>Mark Pool, Superintendent of Schools</p>



Texas Association of School Boards

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About Delegate Assembly

Education is at a crossroads...

And we need your district's active representation at the 2011 TASB Delegate Assembly meeting October 1 in Austin.

The Assembly, held annually in conjunction with the TASA/TASB Convention, is the foundation of the Association's governance structure and provides critical direction as the Association represents members' interests before state and national policy makers.

Your district's representation at the Delegate Assembly is of the utmost importance to both your board and to TASB. It is vital that your representative understand the processes and issues that come before the Assembly for action. Please carefully select your district's delegate and alternate from among the more experienced members of your board. The decisions made by the Assembly will set the course for the TASB organization for the coming year.

Delegates and alternates in each region will meet with TASB Directors over lunch to discuss the issues coming before the Assembly and to clarify Delegate Assembly processes. Caucuses and lunch for delegates and alternates will begin at 12:30 p.m. and end just before the opening of the Assembly at 1:45 p.m.

The Delegate Assembly charts TASB's future in three significant ways:

1. Elects TASB's leadership—officers and members of the TASB Board of Directors
2. Amends TASB Bylaws to ensure a responsive and effective Association
3. Formally adopts TASB's Advocacy Agenda, the legislative "roadmap" for issues critical to public education for the foreseeable future

We look forward to hearing your district's voice at the 2011 Delegate Assembly!

Sylvester Vasquez Jr
TASB President

James B. Crow
TASB Executive Director

Agenda Item Summary Sheet (9 A)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Discussion Item

Personnel	Discuss the Extension of “Official Day” —Contract Employee Duty Hours
Summary	<p>Due to the fact that we will have fewer paraprofessional personnel to help with student supervision before and after school, and the fact that we anticipated an increase in the number of parent drop-offs and pick-ups, it has been suggested that we extend the “official” duty hours for all employees under a Chapter 21 Contract by thirty minutes (7:30 a.m. to 4:00 p.m.).</p> <p>Contract 21 employees —teachers, registered nurses, librarians, counselors, and speech therapists, are contracted for a specific number of days; generally 187 days. We calculate their salary based on a daily rate rather than an hourly rate.</p> <p>I have been unable to find anything in state statute or local policy that specifies the number of hours that constitute a work day. Our HR and payroll staffs have indicated to me that everything they do with the Texas Teacher Retirement System is based on an eight-hour workday. I have also found that <i>Texas Education Code §21.082</i> defines a “school day” as a minimum of seven hours.</p> <p>Our instructional day (school day) is currently 7.5 hours (8:00 a.m. to 3:30 p.m.). I have been unable to find anything in writing regarding “duty hours” for teachers, but the practice has been fifteen minutes before the school day and fifteen minutes afterwards (7:45 a.m. to 3:45 p.m.), 7.5 hours with a 30 minute duty free lunch.</p> <p><i>Texas Education Code § 21.002</i> does require that we provide teachers with a duty free lunch and specifies that the requirement cannot be used to lengthen the school day. Therefore, the length of our current work day is 8.0 hours.</p>
ECISD Board Policy	Determination of duty hours appears to be a local decision, but there is no policy governing this issue.
Effective Date	July 19, 2011
Previous Board Action	Although we have been unable to find any documentation, those administrators who have been employed by the district for some time have stated their belief that the duty day used to be longer. They recall that the day was shorten at sometime in the past because the district was unable to provide a pay increase that

year and the Board decided to shorten the duty hours to compensate.

Future Action Expected

None.

In the absence of a formal board resolution or development and adoption of a local policy this issue can be addressed through administrative regulation.

Background Information and Significant Issues

Any change in the “official duty hours” for contract personnel will have little to no impact on the vast majority of our teachers since they arrive early and work well past the end of the day; whatever is required to get the job done. That is what is expected of people who are employed under a contract as opposed to exempt employees who earn hourly wages and are protected by the Fair Labor Standards Act.

Arriving 15 minutes earlier (7:30 a.m.) may cause some of our employees to have to make some arrangements with regards to an earlier daycare drop-off.

Leaving 15 minutes later (4:00 p.m.) will be an issue with the “handful” of contact employees who watch the clock and leave virtually every day at 3:45 p.m. and complain about faculty meetings, tutorials, parent conferences, or other appointments that must be scheduled after 3:45 p.m.

Fiscal Impact

None.

Student and Public Benefit

More availability of teachers.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

A quick survey of area schools revealed that most have the same duty hours that we do; i.e., 7.5 hours with a 30 minute duty free lunch for a total of eight hours:

District	Arrival	Departure	Total Hours
Boling	7:30 a.m.	3:30 p.m.	8.0
Calhoun County	Varies by Campus		8.0
Lamar Consolidated	7:30 a.m.	3:30 p.m.	8.0
Louise	7:30 a.m.	4:00 p.m.	8.5

Palacious	7:45 a.m.	3:45 p.m.	8.0
Rice Consolidated	7:45 a.m.	3:45 p.m.	8.0
Victoria			8.0
Wharton	7:30 a.m.	4:00 p.m.	8.5

Attachments

None.

Contact Person(s)

Mark Pool, Superintendent of Schools

Action Required

No action required.

Superintendent's Recommendation

This is a discussion item only.

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (9 B)
Meeting Date: July 19, 2011
Submitted by: Mark Pool, Superintendent

Discussion Item

Personnel	Discuss Proposed Staffing Guidelines
Summary	<p>One of the Findings of the TASBO Staffing Analysis and Management Review in February 2011, was that the district has not formalized nor documented staffing guidelines, nor a position control system for professional staff.</p> <p>The Recommendation for this Finding stated that staffing guidelines should be developed and utilized in order to determine local staff units. The staffing guidelines should include all professional positions.</p> <p>Staffing guidelines are effective in ensuring that staffing levels are equitable across similar campuses.</p> <p>The district should utilize staffing guidelines to establish minimum subject and/or grade level enrollments. District standards such as minimum class size at the secondary level could provide much needed administrative direction for the high school in developing and staffing the master schedule. For example, a minimum of 10 or 15 students per course section would provide a benchmark for the high school in determining the number of course sections to offer and consequently the number of teacher FTEs needed to fill all course sections.</p> <p>The report also found that the district has not formalized nor documented staffing guidelines or a position control system for support staff and recommended that a staffing formula should be used in order to determine local staff units. The staffing formula should include all support positions.</p>
ECISD Board Policy	None.
Effective Date	July 19, 2011
Previous Board Action	The Board previously authorized the TASBO Staffing Analysis Management Review.
Future Action Expected	The Board will formalize and document staffing guidelines and a position control system for both professional and support staff positions.

Background Information and Significant Issues	The TASBO Staffing Analysis Management Review included sample staff allocation guidelines for high school, middle school, and elementary schools.
Fiscal Impact	Unknown.
Student and Public Benefit	The taxpaying public is ensured that we are staffed in the most effective and efficient way.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • Sample Staffing Guidelines for High School, Middle School, and Elementary Schools.
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>Terese Faas, Human Resources Coordinator</p>
Action Required	No action required.
Superintendent's Recommendation	<p>This is a discussion item only.</p> <p>Mark Pool, Superintendent of Schools</p>

Staff Allocation Guidelines – Sample High School

ADMINISTRATION:

- 1) PRINCIPAL 1.0 FTE PER SCHOOL
- 2) VICE PRINCIPAL .5 FTE PER 250-499 STUDENTS (AdvancED)

REGULAR CLASSROOM TEACHER (CORE AREA): (CORE AREAS INCLUDE MATH, SCIENCE, SOCIAL STUDIES, LANGUAGE ARTS, AND FOREIGN LANGUAGES)

GRADES 9-12 CORE AREAS 1.0 TEACHER PER 25 STUDENTS

ADDITIONAL TEACHERS:

- 1) ENGLISH AS A SECOND LANGUAGE BASED ON STUDENT IDENTIFIED LEP STUDENTS
- 2) ELECTIVE AND CAREER BASED SUBJECT AREAS (STUDENTS PER COURSE SECTION)

CATE	20-25 DEPENDENT UPON SUBJECT
CHOIR/BAND	DEPENDENT UPON ENROLLMENT (APPROX 30+)
PE	DEPENDENT UPON ENROLLMENT (APPROX 40+)

PROFESSIONAL SUPPORT STAFF:

- 1) LIBRARIAN 1.0 FTE PER 250-999 STUDENTS (AdvancED)
- 2) COUNSELOR 2.0 FTE PER 750-999 STUDENTS (AdvancED)
- 3) NURSE, RN 2.5 FTE PER 1000-1249 STUDENTS (AdvancED)
1.0 FTE PER 750 STUDENTS

SPECIAL EDUCATION: POSITIONS MAY INCLUDE THE FOLLOWING AND ARE BASED ON STUDENT NEEDS AND INSTRUCTIONAL ARRANGEMENTS

- 1) RESOURCE TEACHER
- 2) SELF-CONTAINED: MR/LD, ED, LIFE SKILLS, PPCD
- 3) OCCUPATIONAL THERAPIST*
- 4) PHYSICAL THERAPIST*
- 5) PSYCHOLOGIST*
- 6) SPECIAL EDUCATION COUNSELING SERVICES*
- 7) HOME BOUND TEACHER
- 8) CONTENT MASTERY CENTER
- 9) SPEECH THERAPIST*
- 10) VOCATIONAL ADJUSTMENT CLASS (VAC)

* MAY BE PROVIDED THROUGH A COOPERATIVE SPECIAL EDUCATION AGREEMENT OR OUTSOURCED

SECRETARIES/CLERICAL:

- 1) PRINCIPAL'S SECRETARY 1.0 FTE PER SCHOOL
- 2) CAMPUS OFFICE SECRETARY 1.0 FTE PER 750 STUDENTS
- 3) CAMPUS REGISTRAR 1.0 FTE PER 750 STUDENTS
- 4) ATTENDANCE CLERK 1.0 FTE PER 750 STUDENTS

INSTRUCTIONAL AIDES:

- 1) ISS AIDE 1.0 FTE PER SCHOOL
- 2) SP ED LIFE SKILLS 1.0 FTE PER UNIT

Staff Allocation Guidelines – Sample Middle School

ADMINISTRATION:

- | | |
|-------------------|--|
| 1) PRINCIPAL | 1.0 FTE PER SCHOOL |
| 2) VICE PRINCIPAL | .5 FTE PER 250-499 STUDENTS (AdvancED) |

REGULAR CLASSROOM TEACHER (CORE AREA): (CORE AREAS INCLUDE MATH, SCIENCE, SOCIAL STUDIES, LANGUAGE ARTS, AND FOREIGN LANGUAGES)

GRADES 6-8 CORE AREAS 1.0 TEACHER PER 25 STUDENTS

ADDITIONAL TEACHERS:

- 1) ENGLISH AS A SECOND LANGUAGE BASED ON STUDENT IDENTIFIED LEP STUDENTS
- 2) ELECTIVE AND CAREER BASED SUBJECT AREAS (STUDENTS PER COURSE SECTION)

CATE	20-25 DEPENDENT UPON SUBJECT
CHOIR/BAND	DEPENDENT UPON ENROLLMENT (APPROX 30+)
PE	DEPENDENT UPON ENROLLMENT (APPROX 40+)

PROFESSIONAL SUPPORT STAFF:

- | | |
|--------------|---|
| 1) LIBRARIAN | 1.0 FTE PER 250-999 STUDENTS (AdvancED) |
| 2) COUNSELOR | 2.0 FTE PER 750-999 STUDENTS (AdvancED) |
| | 2.5 FTE PER 1000-1249 STUDENTS (AdvancED) |
| 3) NURSE, RN | 1.0 FTE PER 750 STUDENTS |

SPECIAL EDUCATION: POSITIONS MAY INCLUDE THE FOLLOWING AND ARE BASED ON STUDENT NEEDS AND INSTRUCTIONAL ARRANGEMENTS

- 1) RESOURCE TEACHER
- 2) SELF-CONTAINED: MR/LD, ED, LIFE SKILLS, PPCD
- 3) OECUPATIONAL THERAPIST*
- 4) PHYSICAL THERAPIST*
- 5) PSYCHOLOGIST*
- 6) SPECIAL EDUCATION COUNSELING SERVICES*
- 7) HOME BOUND TEACHER
- 8) CONTENT MASTERY CENTER
- 9) SPEECH THERAPIST*
- 10) VOCATIONAL ADJUSTMENT CLASS (VAC)

* MAY BE PROVIDED THROUGH A COOPERATIVE SPECIAL EDUCATION AGREEMENT OR OUTSOURCED

SECRETARIES/CLERICAL:

- | | |
|----------------------------|--------------------------|
| 1) PRINCIPAL'S SECRETARY | 1.0 FTE PER SCHOOL |
| 2) CAMPUS OFFICE SECRETARY | 1.0 FTE PER 750 STUDENTS |
| 3) CAMPUS REGISTRAR | 1.0 FTE PER 750 STUDENTS |
| 4) ATTENDANCE CLERK | 1.0 FTE PER 750 STUDENTS |

INSTRUCTIONAL AIDES:

- | | |
|----------------------|--------------------|
| 1) ISS AIDE | 1.0 FTE PER SCHOOL |
| 2) SP ED LIFE SKILLS | 1.0 FTE PER UNIT |

Staff Allocation Guidelines – Sample Elementary School

ADMINISTRATION:

- | | |
|-------------------|--|
| 1) PRINCIPAL | 1.0 FTE PER SCHOOL |
| 2) VICE PRINCIPAL | .5 FTE PER 500-749 STUDENTS (AdvancED) |

REGULAR CLASSROOM TEACHER:

- | | |
|--|-----------------------------|
| PRE-K & KINDER | 1.0 TEACHER PER 18 STUDENTS |
| 1 ST – 4 TH GRADES | 1.0 TEACHER PER 22 STUDENTS |
| 5 TH GRADE | 1.0 TEACHER PER 25 STUDENTS |

ADDITIONAL TEACHERS:

- 1) ENGLISH AS A SECOND LANGUAGE BASED ON STUDENT IDENTIFIED LEP STUDENTS

2) ELECTIVE AREAS:

- | | |
|-----------|--|
| FINE ARTS | 20-25 DEPENDENT UPON SUBJECT |
| PE | DEPENDENT UPON ENROLLMENT (APPROX 40+) |

PROFESSIONAL SUPPORT STAFF:

- | | |
|--------------|---|
| 1) LIBRARIAN | 1.0 FTE PER 250-999 STUDENTS (AdvancED) |
| 2) COUNSELOR | 1.0 FTE PER 500-749 STUDENTS (AdvancED) |
| 3) NURSE, RN | 1.0 FTE PER 750 STUDENTS |

SPECIAL EDUCATION: POSITIONS MAY INCLUDE THE FOLLOWING AND ARE BASED ON STUDENT NEEDS AND INSTRUCTIONAL ARRANGEMENTS

- 1) RESOURCE TEACHER
- 2) SELF-CONTAINED: MR/LD, ED, LIFE SKILLS, PCD
- 3) OECUPATIONAL THERAPIST*
- 4) PHYSICAL THERAPIST*
- 5) PSYCHOLOGIST*
- 6) SPECIAL EDUCATION COUNSELING SERVICES*
- 7) HOME BOUND TEACHER
- 8) CONTENT MASTERY CENTER
- 9) SPEECH THERAPIST*
- 10) VOCATIONAL ADJUSTMENT CLASS (VAC)

* MAY BE PROVIDED THROUGH A COOPERATIVE SPECIAL EDUCATION AGREEMENT OR OUTSOURCED

SECRETARIES/CLERICAL:

- | | |
|----------------------------|--------------------------|
| 1) PRINCIPAL'S SECRETARY | 1.0 FTE PER SCHOOL |
| 2) CAMPUS OFFICE SECRETARY | 1.0 FTE PER 750 STUDENTS |
| 3) CAMPUS REGISTRAR | 1.0 FTE PER 750 STUDENTS |
| 4) ATTENDANCE CLERK | 1.0 FTE PER 750 STUDENTS |

INSTRUCTIONAL AIDES:

- | | |
|----------------------|-----------------------------|
| 1) ISS AIDE | 1.0 FTE PER SCHOOL |
| 2) SP ED LIFE SKILLS | 1.0 FTE PER UNIT |
| 3) PRE-KINDERGARTEN | 1.0 FTE PER UNIT |
| 4) KINDER | 1.0 FTE PER 3 UNITS |
| 5) SPECIAL PROGRAMS | BASED ON STUDENT ENROLLMENT |

Personnel Preliminary Class Sizes

Summary Following the professional staff reductions this past spring we anticipated the following elementary class sizes to start the 2011-2012 school year. This does not include the class size reduction funds we have available to hire three additional teachers. We are hoping to add bilingual teachers in kindergarten, first grade and second grade.

Class	Teachers	Projected Enrollment	Estimated Class Size Ratio
Full Day Pre-Kindergarten	2	44	22.0
Bilingual Pre-Kindergarten	1	22	22.0
Full Day Pre-Kinder Inclusion	2	33	16.5
Half-Day Pre-Kinder Inclusion	1	8	8.0
Kindergarten	15	278	18.5
First Grade	14	285	20.4
Second Grade	13	280	21.5
Third Grade	13	286	22.0
Fourth Grade	13	281	21.6
Fifth Grade	11	269	24.5

I have also attached the projected number of sections and average class size per section for both middle school and high school.

ECISD Board Policy None.

Effective Date July 19, 2011

Previous Board Action None.

Future Action Expected None.

Background Information and Significant Issues None.

Fiscal Impact	Unknown.
Student and Public Benefit	The taxpaying public is ensured that we are staffed in the most effective and efficient way.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • Section Counts and Average Section Size at middle school and high school.
Contact Person(s)	Mark Pool, Superintendent of Schools Terese Faas, Human Resources Coordinator Campus Principals
Action Required	No action required.
Superintendent's Recommendation	This is an information item only. Mark Pool, Superintendent of Schools

El Campo Middle School
Class Count/Size 2011-2012

<u>Grade/Course</u>	<u>Students</u>	<u>Sections</u>	<u>Avg.</u>
6th Grade			
ELA/Reading	255	11	22.2
Math	245	11	22.2
Science	255	11	22.2
Social Studies	245	11	22.2
7th Grade			
ELA	247	11	22.4
Math	247	11	22.4
Science	247	11	22.4
Social Studies	247	11	22.4
Reading	247	11	22.4
8th Grade			
ELA/Reading	226	11	20.5
Math	226	11	20.5
Science	226	14	16
Social Studies	226	12	18.8

Course	# of Students	# of Sections	Avg
Math			
Algebra 1	235	16	14.7
Geometry	220	11	20.0
Algebra 2	139	7	19.9
Pre Calculus	48	2	24.0
Math Models	128	8	16.0
Calculus	15	1	15.0
Alg 1 PAP	15	1	15.0
Alg 2 PAP	42	2	21.0
Pre Cal PAP	41	2	20.5
Geom PAP	47	2	23.5
Problem Solv	19	1	19.0

Science			
IPC	18	1	18.0
Biology 1	353	15	23.5
Biology 1 PAP	91	4	22.8
Chemistry	222	9	24.7
Chem PAP	45	2	22.5
AP Chem	12	1	12.0
Physics	64	3	21.3
Physics PAP	33	2	16.5
Astronomy	62	3	20.7

Social Studies			
Wrld Geog	202	9	22.4
W Geo PAP	60	3	20.0
Wrld History	178	8	22.3
W Hist PAP	85	3	28.3
US History	172	10	17.2
US History AP	53	2	26.5
Government	187	8	23.4
Govt- Dual Cred	37	2	18.5
Economics	184	8	23.0
Econ AP	35	2	17.5

English			
English 1	189	11	17.2
English 1 PAP	76	3	25.3
English 2	215	11	19.5
English 2 PAP	49	2	24.5
English 3	176	9	19.6
English 3 AP	46	2	23.0
English 4	146	7	20.9