

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 September 20, 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. Business and Operations
2. Governance
 - A. Consider Approval of Comprehensive District Goals 4
3. Superintendent's Report
 - A. Personnel
4. Adjournment
5. Call to Order/Opening Prayer/Pledge of Allegiance
6. Public Comment
7. Recognition
 - A. Teachers New to District 7
 1. High School Math - Clarke Collins
8. High School Construction Science - Aaron Wilson
9. Speech Therapist - Susanne Oetzel
10. Consent Agenda
 - A. Personnel
11. Governance
12. Consider Approval of the Minutes 9
 - A. August 23, 2011 - Regular Meeting 11
 - B. August 30, 2011 - Special Meeting to Approve Budget and Adopt Tax Rates 17
13. Consider Approval of District Representative to the Wharton County Central Appraisal District Board of Directors 19
14. Business and Support Services
15. Review of Criteria for FIRST Financial Accountability System 22
16. Review of Monthly Financial Reports 31
17. Review of Quarterly Investment Reports 38
18. Review of Annual Portfolio Report 53
19. Review List of Checks Written for the Month of August, 2011 58
20. Consider Approval of Adjunct Faculty Members 60
21. Curriculum and Instruction
22. Students
23. Request by Rita E. Hernandez for Placement of an Item on the Agenda to Discuss:
 - A. School Transportation Budget in General;
24. School and/or Public Transportation Options for In-Town Children; 65

25. Safety of Children;	
26. Options to Seek Additional Funds for Transportation or Slim Existing Budget to Allow for Children Necessities	
27. Curriculum and Instruction	
28. Request by Rev. Harold Simmons for Placement of an Item on the Agenda to Discuss Single-Member Districts	68
29. Discuss Use of Workshops for Discussions with Curriculum Facilitators	74
30. Confirm Date for Team of Eight Training to Conduct TASB <i>Effective Board Practices Inventory</i>	76
31. Closed Session:	
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	
A. The Board Will Meet in a Closed Meeting to Discuss the Employment of Personnel	
33. The Board Will Meet in a Closed Meeting to Discuss the Appointment and/or Reassignment of Personnel	
34. Personnel	
35. Consider Approval of Probationary Contracts for Those Recommended for the Following Positions:	116
36. Third Grade Classroom Teacher	
37. High School Social Studies Teacher	
38. Consider Approval of a New Personnel Position - Middle School Special Education Inclusion Teacher	118
39. Governance	
A. Preliminary Agenda for Regular Meeting on October 18, 2011	
B. Report on Superintendent's Annual Travel Plans	
40. Monthly Calendar of Activities and Events	
41. Business and Support Services	
42. Curriculum and Instruction	
43. Students	
A. Report on Beginning of School and Enrollments	
44. Monthly DAEP Report	
45. Monthly SRO Report	
46. Community and Governmental Relations	
A. Legislative Update	

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 September 16, 2011 at 2:00 p.m.

For the Board of Trustees

Agenda Item Summary Sheet (7 B)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Action Item

Governance	Comprehensive District Goals
Summary	<p>For some time we have discussed the need to schedule a workshop to work on revision of the district mission and development of a vision statement, core values, and strategic goals. For various scheduling conflicts we have been unable to get the entire team of eight together for this purpose.</p> <p>Tommy Turner and J.J. Croix worked to develop a set of comprehensive goals that were presented last month for the entire Board's consideration. The discussion was that members would review the proposed goals throughout the month and offer any suggestions or comments, and that the statement of comprehensive goals would be brought back this month for further review and discussion or approval.</p> <p>Since there have been no suggestions or comments submitted the statement of comprehensive goals is being submitted for the Board's approval.</p>
ECISD Board Policy	None.
Effective Date	September 20, 2011
Previous Board Action	None.
Future Action Expected	At some point in the future the Board may want to revisit the district mission, vision, and core values
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	The governance of the District will have a unified direction if there is consensus and support for a unified mission, vision, core values, and strategic goals.
Procedural and Reporting Implications	None.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	<p>I have always considered the process of developing goals more important than the final product. The discussions that occur during this process or invaluable in building consensus of what the district's priorities are.</p> <p>I believe this Board has a general consensus of what our priorities should be based upon ongoing discussions; however, those ideas have never been formally committed to writing. In the absence of a formal collaborative process for developing a set of comprehensive goals, the commitment of a set of goals in writing by a couple of members of the Board that the rest of the Board can agree to is a step in the right direction.</p>
Attachments	<ul style="list-style-type: none"> • Copy of Proposed Comprehensive Goals
Contact Person(s)	<p>Tommy Turner, Board President</p> <p>J.J. Croix, Member of Board of Trustees</p>
Action Required	Motion, second and majority vote to approve the proposed comprehensive district goals.
Superintendent's Recommendation	<p>I recommend that the Board formally approve the proposed comprehensive goals.</p> <p>Mark Pool, Superintendent of Schools</p>

EL CAMPO INDEPENDENT SCHOOL DISTRICT COMPREHENSIVE GOALS

Goals: *Our main goal is to increase student achievement.*

Main Goal 1: Increase Student Achievement

The students of our district will show performance gains based on scores on STAAR, EOC, SAT, as well as other state, and national tests. We will narrow achievement gaps, and graduate students who are college- and career-ready.

These subsequent goals support our main goal as follows:

Goal 2: Effective Personnel

The district will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in the district's quest for excellence.

Goal 3: Provide a Safe Environment

The district shall provide an environment where all students feel safe and the atmosphere is conducive to learning. The district will provide safety and security measures at all facilities, and all school related events.

Goal 4: Effectiveness and Efficiency

The district will use a Learning Community model of organizational structure to empower those closest to the point of action. With a district-wide commitment to continuous improvement and a shared accountability system in place, the district shall employ best practices of pedagogical and administrative principles to make optimal use of district resources and taxpayer dollars.

Goal 5: Improve Public Support and Confidence in Schools

The relationship between teachers, students, and parents is at the center of what school is about. The board, administration, and support staff exist to serve this relationship, and the environment in which it occurs. The district will increase confidence and respect as it improves transparency, accountability, and meaningful engagement with the community.

Goal 6: Focus on a Positive District Culture

With an unwavering focus on our mission, and goals, the district will create a shared sense of community and direction among personnel, parents, students, and the public. The district realizes that people are its most valuable resource and place strong emphasis on attracting and retaining the best teachers and staff, while preparing an environment where their talents can flourish.

Recognition	A. Teachers New to the District
Summary	We have the following teachers who are new to the district this year: <ol style="list-style-type: none">1. High School Mathematics – Clarke Collins (replacing Kenneth Osore)2. High School Construction Science Teacher – Aaron Wilson (replacing Fritz Cornelius)3. Speech Therapist – Susanne Oetzel (replacing private contractor)
ECISD Board Policy	None.
Effective Date	September 20, 2011
Previous Board Action	The Board periodically recognizes and welcomes teachers who are new to the district.
Future Action Expected	The Board periodically recognizes and welcomes teachers who are new to the district.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	The Board has the opportunity to meet and welcome teachers who are new to the district.
Procedural and Reporting Implications	None.
Public Comments	None.
Other Comments and Related Issues	None

Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of School
Action Required	No action required.
Superintendent's Recommendation	Information item only. Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (4 A.1)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Minutes of Previous Meetings <ol style="list-style-type: none">1. August 23, 2011 – Regular Meeting2. August 30, 2011 – Special Meeting and Public Hearing on Proposed Budget and Tax Rates
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	September 20, 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 – August 23, 2011
2. Special Meeting – August 30, 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
August 23, 2011**

The Board of Trustees of the El Campo Independent School District met in a Regular Session August 23, 2011 in the Board Room, 700 West Norris, El Campo, Texas.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Mark Pool, Carolyn Gordon, David Bright, and attached list

Board President Tommy Turner called the meeting to order at 7:00 p.m. David Hodges gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

PUBLIC COMMENT: Steve Ward addressed the Board offering a solution to the traffic issue. Paul Mauritz, Director of Boys and Girls Club addressed the Board and informed them of the programs that were available for students attending the Boys and Girls Club after school. Terry Stanphill addressed the board to give an update on traffic. Molly Stumer addressed the Board and suggested staggered times for student release. Darrell Williams addressed the effects on the community and the students. Reverend Edward Dawson, Pastor of Progressive Baptist Church addressed the Board regarding transportation and funding.

RECOGNITION: Rich DuBroc introduced the following new teachers:
Middle School Band Director – Kevin Elliston
Middle School Teen Leadership and Coach – Lacey Hubert
High School Special Education Inclusion and Head Softball Coach – Rachel Dluhos
High School Mathematics and Head Basketball Coach – Matthew Sandoval

CONSENT AGENDA: A motion was made by James Russell and seconded by Cecil Davis to approve the Consent Agenda with Item 4B withdrawn. 4B: Approval Resolution for an Interlocal Agreement to participate in the TIPS/TAPS Purchasing Cooperative that is administered by the Region 8 (Mt. Pleasant) Education Service Center. Board approval is not required because El Campo Independent School District is a member of Region 3 who is a member of Region 8 Cooperative, automatically making El Campo ISD a member.

- A. Governance
 - 1. Consider Approval of the Minutes
 - a. July 19, 2011 Regular Minutes
 - b. August 9, 2011 Special Meeting
- B. Business and Support Services
 - 1. Consider Annual Approval of District Vendor List

2. Consider Approval of Annual Renewal of Interlocal Agreements with Purchasing Cooperatives
 3. Consider Approval of Resolution for an Interlocal Agreement to Participate in the PACE Purchasing Cooperative that is Being Organized and Administered by the Region 12 (Austin) and Region 20 (San Antonio) Education Service Centers
 4. Consider Approval of Resolution for an Interlocal Agreement to Participate in the TIPS/TAPS Purchasing Cooperative that is Administered by the Region 8 (Mt. Pleasant)
 5. Review of Monthly Financial Reports
 6. Review List of Checks Written for the Month of July, 2011
- C. Personnel
1. Consider Approval of 2011-2012 Employee Compensation Plan
- D. Curriculum and Instruction
- E. Students
1. Consider Approval of Changes to the Student Code of Conduct
- Motion carried unanimously.

BUSINESS AND OPERATIONS

REQUEST BY FLOR SALAS TO BE PLACED ON THE AGENDA TO SUGGEST THAT PARENTS PAY FOR BUS TRANSPORTATION: Flor Salas did not attend the meeting.

CONSIDER APPROVAL OF A RESOLUTION ESTABLISHING DISTRICT FUND BALANCE POLICIES AS REQUIRED BY GASB(GOVERNMENTAL ACCOUNTING STANDARDS BOARD)54: A motion was made by David Hodges and seconded by James Russell to approve a resolution establishing District Fund Balance Policies as required by Governmental Accounting Standards Board 54. Motion carried unanimously.

CONSIDER APPROVAL OF A RESOLUTION TO COMMIT DISTRICT FUND BALANCE: A motion was made by James Russell and seconded by David Hodges to approve a resolution to commit District Fund Balance. Motion carried by a 6 – 1 vote with Trustees James Russell, David Hodges, Tommy Turner, Cecil Davis, Kristi David and J. J. Croix

CURRICULUM AND INSTRUCTION

GOVERNANCE

DISCUSS DEVELOPMENT OF DISTRICT GOALS:

DISCUSS REQUIRED TEAM OF EIGHT BOARD TRAINING TO COMPLETE TASB EFFECTIVE BOARD PRACTICES INVENTORY:

CONSIDER ACTION ON INFORMATION DISCUSSED DURING CLOSED SESSION REGARDING:

CLOSED SESSION

EXECUTIVE SESSION: The president of the Board called for an Executive Session as authorized by Texas Government Code § 551.074 (1) (a) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee.

The Board entered executive session at 7:53 p.m. and reconvened in open session at 8:12 p.m. to take the following action: No action taken.

PERSONNEL

CONSIDER EMPLOYMENT OF PERSONNEL RECOMMENDED FOR THE FOLLOWING POSITIONS:

SUPERINTENDENT'S REPORT

- A. Governance
 - 1. Preliminary Agenda for Regular Meeting on September 20, 2011
- 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 8:22 p.m.

DRAFT

DRAFT

PRESIDENT

SECRETARY

El Campo Independent School District

Board of Trustee Meeting

August 23, 2011

7:00 p.m.

All guests please sign in below to signify attendance

Terry Stanphill	Monika Rineda
Georgia J. Hurin	Elaine Fry
Burl Cople	Delmy Burrell
Harold Cople	Lo McGea SR.
Brenda Sommy	Evon Martinez
Amy Castillo	Cynthia Medrano
Angelica Hernandez	Tiffany Queen
Harold Simmons	Satoko Huey
Edward Dan	Wendy Temple
KEN & JESSICA SHANICS	Helen Jen Nare
Cedric & Carol Farrow	Rev. Mrs. Wayne Stort
Beverly Schmidt	Lisa Richter
Haley Womack	Charles Bue
Brandy Williams	Leanne Clark
Catrick Woloway	Demetria Smith
Janni Penn	Lacey Hubert
Maranda Shelton	Undson Ewls
Ernestina Martinez	Jenni Fer Wilkerson
Letitia Allen Gray	Margarita Nunez
Ashley Bullock	
Rev. Otha Edison	
Melli Bodungen	

El Campo Independent School District

Board of Trustee Meeting

August 23, 2011

7:00 p.m.

All guests please sign in below to signify attendance

Kathy Heard	Carolyn & Randy Hardaway Jr
Zula Thompson	Charlene Males
Pyrene Heard	Ermino Males
Kristi Bayl	Klanen George
John Gibson	Lisa Hardaway
Rosetta Anderson	Larry Hardaway
Michelle Bullock	Delcie Ehlert
Dianica Williams	Rev. Fuddie Roberts
Vicki Malone	Sammie Brown
Ruth Williams	Betty Williams
Dora Marie	Sharon Stokes
Leah Bowlock	Linda Hudli
Judie Cutz	Mary Anderson
Nelly Stump	Mary Bryant
Middle Bayler	LO Wright
Darcelle Bennett	Jessica Hesser
Dolly Simmons	Ha Shanda Mor
Coet Robinson	Cassandra Shelton
Arthur Rhodes	Lisa Shelton
Zelma Shelton	Denise Hory
Alma Lomard	Mari Cox
Ryan Hanna	Jane Roberts

Rosalba Villalpando

Margy Amy

Ricci Garcia

Audrey F. Gil

Willie M. Cunningham

Tiburcio Kincaid

Beats

Laura M. M. M. M.

Miriam R. Robert

Katie Cor

Flora V. G.

Pam. Lara

Priscilla Hills

Vivian Wyatt

Kim Ludwig

Lindsey Yackel

**MINUTES OF THE BOARD OF TRUSTEES
EL CAMPO INDEPENDENT SCHOOL DISTRICT
August 30, 2011**

The Board of Trustees of the El Campo Independent School District met in a Special Session August 30, 2011 in the Board Room, 700 West Norris, El Campo, Texas.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Mark Pool, Carolyn Gordon, David Bright, Liz Graves, Molli Bodungen, Mauri Couey, Harold Simmons, Alisa Bubela, Frankie Schmermund, Steven Staff, Tracy Braden, Brett Schoppe, Gloria J. Harris, Terry Stanphill, B. C. Sommer, Arturo Vasquez, Rich DuBroc, Charlotte Brown, D. Temple, L. Mikulinda, Jessica Agre, Beverly Schmidt, Elizabeth Schmidt, Tiffany Owen, Shelly Greely, Helen Ward, Rev. F. Roberts, Cynthia Medrano, Deborah Ehlert, Kathy Heard, Kathryn Peterson, Ken Raska

Board President Tommy Turner called the meeting to order at 6:00 p.m. Cecil Davis gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

PUBLIC HEARING: The Board conducted a Public Hearing and heard comments on the Budget and Proposed Tax Rate. Michael Beard commented on the budget and fund balance.

BUSINESS AND OPERATIONS

CONSIDER APPROVAL OF FINAL BUDGET AMENDMENT(S) FOR 2010—2011 GENERAL OPERATING

BUDGET: A motion was made by J. J. Croix and seconded by Ralph Novosad to approve the Final Budget Amendment(s) for 2010 – 2011 General Operating Budget. Motion carried unanimously.

CONSIDER APPROVAL OF 2011-2012 GENERAL OPERATING BUDGET: A motion was made by Cecil Davis and seconded by David Hodges to approve the 2011 – 2012 General Operating Budget. Motion carried unanimously.

CONSIDER APPROVAL OF ORDINANCE SETTING MAINTENANCE AND OPERATION TAX RATE FOR 2011-2012 TAX YEAR: A motion was made by Ralph Novosad and seconded by J. J. Croix to approve the ordinance setting the Maintenance and Operation Tax of 1.04005. Motion carried unanimously.

CONSIDER APPROVAL OF ORDINANCE SETTING DEBT SERVICE TAX RATE FOR 2011-2012: A motion was made by Ralph Novosad and seconded by Kristi David to approve the ordinance setting Debt Service Tax rate of .016312 for 2011-2012. Motion carried unanimously.

UPDATE AND DISCUSSION ON PARENT DROP-OFF AND PICK-UP PROCESS: The Board discussed the parent drop-off and pick-up process with the audience.

DISCUSS STUDENT TRANSPORTATION: The board discussed student transportation with the audience.

CLOSED SESSION

EXECUTIVE SESSION: The president of the Board called for an Executive Session as authorized by Texas Government Code § 551.074 (1) (a) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee.

The Board entered executive session at 8:02 p.m. and reconvened in open session at 8:18 p.m. to take the following action: No action taken.

PERSONNEL

CONSIDER PROPOSAL TO TERMINATE EMPLOYMENT CONTRACT OF HIGH SCHOOL TEACHER FOR ABANDONMENT OF POSITION: A motion was made by Ralph Novosad and seconded by James Russell to terminate employment contract of High School teacher for abandonment of position. Motion carried unanimously.

CONSIDER APPROVAL FOR AN ADDITIONAL THIRD GRADE TEACHER: A motion was made by Cecil Davis and seconded by Kristi David to approve an additional third grade teacher. Motion carried unanimously.

There being no further discussion, the meeting adjourned at 8:25 p.m.

DRAFT

PRESIDENT

SECRETARY

Agenda Item Summary Sheet (4 A.2)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda:
Governance**

Appointment of ECISD Representative to Wharton County Central Appraisal District Board of Directors

Summary

I have received a request from Chief Appraiser, Tylene Gamble, for the Board to appoint the ECISD designated representative to serve on the Central Appraisal District of Wharton County Board of Directors for the two-year term beginning January 1, 2012 and ending on December 31, 2013.

Because of circumstances unrelated to school or appraisal district business (health issues, relocation, etc.) there is the potential to have four of the five county school representatives on the board replaced. It is imperative that the school representatives have a knowledge base, or willingness to learn, and understand the importance of the annual Property Value Study, its relation to local appraisals, and ultimately the impact of that relationship on school funding. This is not an issue for the other taxing entities in the county.

Anthony Dorotik has been the ECISD designated representative for a number of years and is currently chairman and the most tenured member of the CAD board.

ECISD Board Policy

CCH (LEGAL) LOCAL REVENUE SOURCES : APPRAISAL DISTRICT

Effective Date

September 20, 2011.

Previous Board Action

Every two years the Board appoints an ECISD designated representative to the Board of Directors of the Central Appraisal District of Wharton County.

Future Action Expected

Every two years the Board appoints an ECISD designated representative to the Board of Directors of the Central Appraisal District of Wharton County.

Background Information and Significant Issues

I have talked with Anthony Dorotik and because of the anticipated change in the county's school representatives to the CAD Board he has agreed to serve another term. He did reiterate, as he has every time we have asked him to serve, that if there is a member of the school board that wants to serve and represent the interests of the school district that he is more than willing to set down for that individual to take his place.

Fiscal Impact	None.
Student and Public Benefit	The school district and the taxpayers of the district both benefit by having a knowledgeable, open-minded individual to represent the district on the CAD board of directors.
Procedural and Reporting Implications	Notification to the Central Appraisal District of Wharton County who the district's designated representative will be for January 2012 through December 2013.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	<ul style="list-style-type: none"> • Copy of Letter from Chief Appraiser, Tylene Gamble
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	Motion, second and majority vote to appoint Anthony Dorotik (or another nominated representative) to the Board of Directors of the Central Appraisal District of Wharton County.
Superintendent's Recommendation	<p>I recommend you approve the appointment of Anthony Dorotik as the district's designated representative to the Board of Directors of the Central Appraisal District of Wharton County as part of the consent agenda.</p> <p>Mark Pool, Superintendent of Schools</p>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
MONTHLY FINANCIAL REPORT
September 20, 2011**

**Comparison of Revenue and Expenditures
to the Budget for the General Operating Fund
9-1-10 to 8-31-11**

ESTIMATED REVENUE:

	<i>Original Budget</i>	<i>Amended Budget</i>	<i>Revenue Realized</i>	<i>Revenue Balance</i>
<i>Local:</i>	\$14,731,532	\$14,337,151	\$14,435,669	\$98,518
<i>State:</i>	\$17,394,053	\$16,578,723	\$16,579,324	\$601
<i>Federal:</i>	\$1,202,013	\$1,230,100	\$1,250,954	\$20,854
<i>Other Resources:</i>	\$0	\$2,600	\$3,424	\$824
<i>Total:</i>	\$33,327,598	\$32,148,574	\$32,269,370	\$120,796

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	\$31,851,458	\$31,450,547	\$0	\$31,450,547	\$400,911

COMPARISONS TO AUGUST 31 OF PRIOR YEAR:

	<i>2009-2010</i>	<i>2010-2011</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$32,332,587	\$32,269,370	(\$63,217)
<i>Expenditures:</i>	\$32,571,601	\$31,450,547	(\$1,121,054)
<i>Cash Position:</i>	\$7,449,459	\$6,888,639	(\$560,820)

PRIOR MONTH CASH POSITION as of 7/31/11: \$7,725,449

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%	
GENERAL FUND - FUND BALANCE as of 8-31-11:	\$29,673,717	\$6,641,425	22.38%	unaudited

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.

Agenda Item Summary Sheet (4 B.1)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Information Only

Business and Operations Review of FIRST Criteria

Summary

According to state statute, the district must prepare and publish an annual financial management report. The report must include a description of the District's financial management performance based on set of performance indicators developed by the Texas Education Agency. The Agency's performance indicators are known as the *Financial Integrity Rating System of Texas (FIRST)*.

The Board is required to hold a public hearing on the report, and must give notice of the hearing to property owners and to parents of District students. The public hearing is to be held in the District's facilities within two months of receipt of a financial accountability rating.

At the hearing, the annual financial management report is to be disseminated to parents and taxpayers in attendance.

We have received our FIRST rating for this year (2009-2010 financial data) and plan to hold the public hearing just prior to the next regular meeting on October 18th. This month we want to review with the Board the criteria that are used to determine the ratings.

ECISD Board Policy BR (LEGAL), REPORTS

Effective Date September 20, 2011

Previous Board Action The Board annually reviews the rating criteria at the meeting prior to the presentation of the FIRST rating at a public hearing.

Future Action Expected The Board annually reviews the rating criteria at the meeting prior to the presentation of the FIRST rating at a public hearing.

Background Information and Significant Issues None.

Fiscal Impact None.

Student and Public Benefit	A financial management accountability system ensures that the appropriate measures are being taken to effectively manage taxpayer funds.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • A worksheet and document that describes each of the twenty-two indicators used to determine the district's FIRST rating.
Contact Person(s)	David Bright, Assistant Superintendent for Finance and Operations
Action Required	No Action Required. This is an information report only.
Superintendent's Recommendation	Information only. Mark Pool, Superintendent of Schools

Figure: 19 TAC §109.1002(d)
 School FIRST - Rating Worksheet Dated March 2010
 School Year _____
 Fiscal Year Ended June 30, ____ Or August 31, ____
 County District # _____
 District Name _____

	Check The Appropriate Box Below	
	Yes	No
1) Was Total Fund Balance Less Reserved Fund Balance Greater Than Zero In The General Fund?		
2) Was The Total Unrestricted Net Asset Balance (Net Of Accretion Of Interest On Capital Appreciation Bonds) In The Governmental Activities Column In The Statement Of Net Assets Greater Than Zero? (If The District's Five-Year Percent Change In Students Was A 10% Increase Or More Then Answer Yes)		
3) Were There No Disclosures In The Annual Financial Report And/Or Other Sources Of Information Concerning Default On Bonded Indebtedness Obligations?		
4) Was The Annual Financial Report Filed Within One Month After November 27th or January 28th Deadline Depending Upon The District's Fiscal Year End Date (June 30th or August 31st)?		
5) Was There An Unqualified Opinion In The Annual Financial Report?		
6) Did The Annual Financial Report Not Disclose Any Instance(s) Of Material Weaknesses In Internal Controls?		

Critical Indicators

7) Did The District's Academic Rating Exceed Academically Unacceptable?	
8) Was The Three-Year Average Percent Of Total Tax Collections (Including Delinquent) Greater Than 98%?	
9) Did The Comparison Of PEIMS Data To Like Information In Annual Financial Report Result In An Aggregate Variance Of Less Than 3 Percent Of Expenditures Per Fund Type (Data Quality Measure)?	
10) Were Debt Related Expenditures (Net Of IFA And/Or EDA Allotment) Less Than \$350.00 Per Student? (If The District's Five-Year Percent Change In Students Was A 7% Increase Or More, Or If Property Taxes Collected Per Penny Of Tax Effort Were More Than \$200,000, Then The District Receives 5 Points)	
11) Was There No Disclosure In The Annual Audit Report Of Material Noncompliance?	
12) Did The District Have Full Accreditation Status In Relation To Financial Management Practices? (e.g., No Conservator Or Monitor Assigned)	

Fiscal Efficiencies And Academic Performance

	5	4	3	2	1	0
7) Did The District's Academic Rating Exceed Academically Unacceptable?	Yes > 98%	> 95%	> 92%	> 89%	> 86%	No <= 86%
8) Was The Three-Year Average Percent Of Total Tax Collections (Including Delinquent) Greater Than 98%?	Yes					No
9) Did The Comparison Of PEIMS Data To Like Information In Annual Financial Report Result In An Aggregate Variance Of Less Than 3 Percent Of Expenditures Per Fund Type (Data Quality Measure)?	Yes					No
10) Were Debt Related Expenditures (Net Of IFA And/Or EDA Allotment) Less Than \$350.00 Per Student? (If The District's Five-Year Percent Change In Students Was A 7% Increase Or More, Or If Property Taxes Collected Per Penny Of Tax Effort Were More Than \$200,000, Then The District Receives 5 Points)	< \$350	< \$600	< \$600	< \$650	< \$1,000	< \$1,350
11) Was There No Disclosure In The Annual Audit Report Of Material Noncompliance?	Yes					No
12) Did The District Have Full Accreditation Status In Relation To Financial Management Practices? (e.g., No Conservator Or Monitor Assigned)	Yes					No

Budgeting

13) Was The Aggregate Of Budgeted Expenditures And Other Uses Less Than The Aggregate Of Total Revenues, Other Resources And Fund Balance In General Fund?	Yes
14) If The District's Aggregate Fund Balance In The General Fund And Capital Projects Fund Was Less Than Zero, Were Construction Projects Adequately Financed? (Were Construction Projects Adequately Financed Or Adjusted By Change Orders Or Other Legal Means To Avoid Creating Or Adding To The Fund Balance Deficit Situation?)	Yes
15) Was The Ratio Of Cash And Investments To Deferred Revenues (Excluding Amount Equal To Net Delinquent Taxes Receivable) In The General Fund Greater Than Or Equal To 1:1? (If Deferred Revenues Are Less Than Net Delinquent Taxes Receivable, Then The District Receives 5 Points)	=> 1.00

Personnel

16) Was The Administrative Cost Ratio Less Than The Threshold Ratio? (See Ranges Below)	Yes
17) Was The Ratio Of Students To Teachers Within The Ranges Shown Below According To District Size?	UL* <= 100% LL** > 100%
18) Was The Ratio Of Students To Total Staff Within The Ranges Shown Below According To District Size?	UL <= 100% LL => 100%

Cash Management

19) Was The Total Fund Balance In The General Fund More Than 50% And Less Than 150% Of Optimum According To The Fund Balance And Cash Flow Calculation Worksheet In The Annual Financial Report?	UL < 150% LL > 50%
20) Was The Decrease In Undesignated Unreserved Fund Balance Less Than 20% Over Two Fiscal Years? (If 1.5 Times Optimum Fund Balance Is Less Than Total Fund Balance In General Fund Or If Total Revenues Exceeded Operating Expenditures In The General Fund, Then The District Receives 5 Points)	< 20%
21) Was The Aggregate Total Of Cash And Investments In The General Fund More Than \$0?	Yes
22) Were Investment Earnings In All Funds (Excluding Debt Service Fund and Capital Projects Fund) More Than \$20 Per Student?	> \$20

Total Points

	> \$19	=< \$20	> \$18	=< \$19	> \$17	=< \$18	> \$16	=< \$17	> \$15	=< \$16
--	--------	---------	--------	---------	--------	---------	--------	---------	--------	---------

Determination Of Rating		Points
A.	Did The District Answer No To Indicators 1, 2, 3 Or 4; OR Both 5 And 6 If The District Answered No To Either, The District's Rating Is Substandard	
B.	Determine Rating By Applicable Number Of Points	
	Superior Achievement	
	Above Standard Achievement	>=72 AND Yes To Indicator 7 >=64 <72 OR >=72 AND No To Indicator 7
	Standard Achievement	>=56 <64
	Substandard Achievement (If Less Than 55 Points OR If The District Answered No To Indicators 1, 2, 3 Or 4; OR Both 5 And 6)	<56 OR Answered No To One Default Indicator

* UL - Upper limit
** LL - Lower limit

For Questions Call The Division Of Financial Audits At (512) 463-9095.

Administrative Cost Ratio Indicator 16

ADA Group	Standard
10,000 and Above	0.1105
5,000 to 9,999	.1250
1,000 to 4,999	.1401
500 to 999	.1581
Less than 500	.2654
Sparses	0.3614

Student To Teacher Ratio Indicator 17

District Size - Number of Students Between	Ranges for Ratios	
	Low	High
<500	7.0	22
500 - 999	10.0	22
1,000 - 4,999	11.5	22
5,000 - 9,999	13.0	22
=>10,000	13.5	22

Student To Staff Ratio Indicator 18

District Size - Number of Students Between	Ranges for Ratios	
	Low	High
<500	5.0	14
500 - 999	5.8	14
1,000 - 4,999	6.3	14
5,000 - 9,999	6.8	14
=>10,000	7.0	14

Completed By: _____ Date: _____

Notes: _____

Figure: 19 TAC §109.1002(d)

School FIRST - Rating Worksheet Calculations Dated March 2010		
	Indicator	Calculation Defined
1	Was Total Fund Balance Less Reserved Fund Balance Greater Than Zero In The General Fund?	$A > 0$ Where $A = [\text{Aggregate Of Unreserved, Designated Fund Balance And Unreserved, Undesignated Fund Balance In General Fund At June 30 or August 31 Depending On Fiscal Year End}]$
2	Was the Total Unrestricted Net Asset Balance (Net of the Accretion of Interest for Capital Appreciation Bonds) in the Governmental Activities Column in the Statement of Net Assets Greater Than Zero? (If The District's Five-Year Percent Change In Students Was A 10% Increase Or More Then The District Answers Yes)	If $((C - D) / D) \times 100 < 10\%$ Then Continue Calculation $A + B > 0$ Where $A = \text{Total Unreserved Net Asset Balance in the Governmental Activities Column in Exhibit A-1, Statement of Net Assets in the Annual Financial Report; } B = \text{Accretion of Interest for Capital Appreciation Bonds; } C = [\text{Number Of Students In Year 5 From Base Year}]; D = [\text{Number Of Students In Base Year}]$
3	Were There No Disclosures In The Annual Financial Report And/Or Other Sources Of Information Concerning Default On Bonded Indebtedness Obligations?	No Calculation Involved
4	Was The Annual Financial Report Filed Within One Month After November 27th or January 28th Deadline Depending Upon The District's Fiscal Year End Date (June 30th or August 31st)?	No Calculation Involved
5	Was There An Unqualified Opinion In Annual Financial Report?	No Calculation Involved
6	Did The Annual Financial Report Not Disclose Any Instance(s) Of Material Weaknesses In Internal Controls?	No Calculation Involved

Figure: 19 TAC §109.1002(d)

School FIRST - Rating Worksheet Calculations Dated March 2010		
	Indicator	Calculation Defined
7	Did The District's Academic Rating Exceed Academically Unacceptable?	No Calculation Involved
8	Was The Three-Year Average Percent Of Total Tax Collections (Including Delinquent) Greater Than 98%?	$((A / B) \times 100)$ Where A = [Tax Collections For Three Years]; B = [Tax Levy For Three Years] Reported In Exhibit J-1 Schedule of Delinquent Taxes Receivable In The Annual Financial Report
9	Did The Comparison Of PEIMS Data To Like Information In Annual Financial Report Result In An Aggregate Variance Of Less Than 3 Percent Of Expenditures Per Fund Type (Data Quality Measure)?	$((A / B) \times 100)$ Of C Where A = [Absolute Value Of All Differences In Expenditures In Exhibit C-2 Statement of Revenues, Expenditures, and Changes in Fund Balance And PEIMS]; B = [Sum Of Expenditure In PEIMS Per Fund Type Presented In Exhibit C-2]; C = [Fund Class]
10	Were Debt Related Expenditures (Net Of IFA And/Or EDA Allotment) Less Than \$350.00 Per Student? (If The District's Five-Year Percent Change In Students Was A 7% Increase Or More, Or If Property Taxes Collected Per Penny Of Tax Effort Were More Than \$200,000 Per Student, Then The District Receives 5 Points)	If $((B - D) / D) \times 100 < 7\%$ Or $E / F < \$200,000$, Then Continue Calculation $((A - C) / B)$ Where A = [Function 71 Expenditures Report In The Debt Service And General Funds (Excluding Expenditure Object Codes 6524 and 6525)]; B = [Number Of Students In Year 5 From Base Year]; C = [IFA + EDA Allotments]; D = [Number Of Students In Base Year]; E = [Total Tax Collections]; F = [Total Tax Rate In Pennies]
11	Was There No Disclosure In The Annual Audit Report Of Material Noncompliance?	No Calculation Involved
12	Did The District Have Full Accreditation Status In Relation To Financial Management Practices? (e.g., Conservator Assigned)	No Calculation Involved

Figure: 19 TAC §109.1002(d)

School FIRST - Rating Worksheet Calculations Dated March 2010		
	Indicator	Calculation Defined
13	Was The Aggregate Of Budgeted Expenditures And Other Uses Less Than The Aggregate Of Total Revenues, Other Resources and Fund Balance in General Fund?	$(A + B) - (C + D + E) < 0$ Where A = [Budgeted Appropriations In General Fund]; B = [Budgeted Other Uses In The General Fund]; C = [Budgeted Revenues In General Fund]; D = [Budgeted Other Resources In The General Fund]; E = [Fund Balance In General Fund At July 1 or September 1 Depending On Fiscal Year End]
14	If The District's Aggregate Fund Balance In The General Fund And Capital Projects Fund Was Less Than Zero, Were Construction Projects Adequately Financed? (Were Construction Projects Adequately Financed Or Adjusted By Change Orders Or Other Legal Means To Avoid Creating Or Adding To The Fund Balance Deficit Situation?)	If $(C + D) < 0$ Then Continue Calculation As $(A - B - (C + D)) < 0$ Where A = [Expenditures Function 81 In General Fund and Capital Projects Fund]; B = [Other Resources For Real Property Financing In General Fund and Capital Projects Fund]; C = [Fund Balance In General Fund At July 1 or September 1 Depending On Fiscal Year End]; D = [Fund Balance In Capital Projects Fund At July 1 or September 1 Depending On Fiscal Year End]
15	Was The Ratio Of Cash And Investments To Deferred Revenues (Excluding Amount Equal To Net Delinquent Taxes Receivable) In The General Fund Greater Than Or Equal To 1:1? (If Deferred Revenues Are Less Than Net Delinquent Taxes Receivable, Then The District Receives 5 Points)	If $B > 0$ Then Continue Calculation As (A / B) Where A = [Cash And Investments In General Fund]; B = [Deferred Revenue In General Fund – Property Tax Receivable Net Of Uncollectible]

Figure: 19 TAC §109.1002(d)

School FIRST - Rating Worksheet Calculations Dated March 2010		
	Indicator	Calculation Defined
16	Was The Administrative Cost Ratio Less Than The Threshold Ratio? (See Ranges Below)	$(A > B)$ A = [Acceptable Administrative Cost Ratio]; B = [Administrative Cost Ratio Of The District]
17	Was The Ratio Of Students To Teachers Within The Ranges Shown Below According To District Size? (See Ranges Below)	(A / B) Where A = [Number Of Students]; B = [Number Of Teachers FTEs]
18	Was The Ratio Of Students To Total Staff Within The Ranges Shown Below According To District Size? (See Ranges Below)	(A / B) Where A = [Number Of Students]; B = [Total Staff FTEs]
19	Was The Total Fund Balance In The General Fund More Than 50% And Less Than 150% of Optimum According To The Fund Balance and Cash Flow Calculation Worksheet in the Annual Financial Report?	Deficient Fund Balance Amount In General Fund Is Defined As $A < ((B \times .5))$ And Excess Is Defined As $A > (B \times 1.5)$ Where A = [Total General Fund Balance At June 30, 20XX or August 31, 20XX Depending On Fiscal Year End]; B = Line 10 in Exhibit J-3, Fund Balance and Cash Flow Calculation Worksheet in the Annual Financial Report.
20	Was The Decrease In Undesignated Unreserved Fund Balance Less Than 20% Over Two Fiscal Years? (If 1.5 Times Optimum Fund Balance Is Less Than Total Fund Balance In General Fund Or If Total Revenues Exceeded Operating Expenditures In The General Fund, Then The District Receives 5 Points).	If $(A - B) > 0$ And Optimum Fund Balance $\times 1.5$ Is Less Than Total Fund Balance In General Fund And $[C] \times .80 > [D]$, Then Continue Calculation $[A] - [B]$ Where A = [Expenditures In General Fund In Functions 11 Through 61 And Expenditure Object Codes 6100 Through 6400]; B = [Total Revenues In General Fund]; C = [Undesignated, Unreserved Fund Balance In General Fund At June 30 or August 31, Depending On Fiscal Year End, Two Fiscal Years Prior]; D= [Undesignated, Unreserved Fund Balance In General Fund For The Last Fiscal Year]
21	Was The Aggregate Total Of Cash And Investments In The General Fund More Than \$0?	$A > 0$ Where A = [Cash and Investments In General Fund]
22	Were Investment Earnings In All Funds (Excluding Debt Service Fund And Capital Projects Fund) More Than \$20 Per Student?	(A / B) Where A = [Investment Earnings In All Funds Except Debt Service Fund And Capital Projects Fund]; B = [Number Of Students]

Figure: 19 TAC §109.1002(d)

Indicator 16	
ADA Group	Standard
10,000 and Above	0.1105
5,000 to 9,999	.1250
1,000 to 4,999	.1401
500 to 999	.1561
Less than 500	.2654
Sparse	0.3614

			Ranges for Ratios	
District Size - Number of Students Between			Low	High
Indicator 17				
	<500		7.0	22
	500	999	10.0	22
	1,000	4,999	11.5	22
	5,000	9,999	13.0	22
	=>10,000		13.5	22
Indicator 18				
	<500		5.0	14
	500	999	5.8	14
	1,000	4,999	6.3	14
	5,000	9,999	6.8	14
	=>10,000		7.0	14

For Questions Call The Division Of School Financial Audits At (512) 463-9095

Agenda Item Summary Sheet (4 B.2)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Monthly Financial Reports for Month of August

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

August 31, 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 unaudited fund balance in the General Fund (Fund 199 only) on August 31, 2011 was \$6,641,425, which is 22.38% of the approved General Fund operating expenditures (as defined in the AEIS Report) of \$29,673,717.

Fund balance designated for replacement of artificial turf at Ricebird Stadium is \$200,000, leaving an undesignated fund balance of \$6,441,425; or 21.71% of the approved General Fund operating expenditures (as defined in the AEIS Report).

The undesignated fund balance currently exceeds the 20% goal by \$506,682.

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 100.38% of our amended revenue projections; and expended 98.74% of our amended expenditure estimates.
Compared to the same time last year, our revenue decreased by \$63,217 and our expenditures decreased by \$1,121,054.

	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%	89.99%	84.05%
Aug	100.20%	98.95%	100.03%	99.34%	99.94%	98.05%	100.10%	98.92%	100.38%	98.74%

Tax Collection Report. Our beginning tax levy of \$13,399,047 has been adjusted by \$29,189 giving us a new adjusted levy of \$13,369,858; and we have currently collected \$13,067,540 which amounts to 97.74% of the adjusted levy. This leaves an uncollected balance of \$302,318.

Delinquent collections YTD are \$326,631 plus \$222,405 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%	97.10%
Aug	97.59%	97.81%	97.15%	97.48%	97.17%	97.74%
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	\$3,262,139	\$3,324,471	\$62,332	\$32,064,191	\$32,269,371	\$205,180
Expenditures	\$5,055,804	\$4,471,204	(\$584,600)	\$32,099,441	\$31,450,547	(\$648,894)
Balance	(\$1,793,665)	(\$1,146,733)	\$646,932	(\$35,250)	\$818,824	\$854,074

Attachments

- Monthly Financial Report – August 31, 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
September 20, 2011**

**Comparison of Revenue and Expenditures
to the Budget for the General Operating Fund
9-1-10 to 8-31-11**

ESTIMATED REVENUE:

	<i>Original Budget</i>	<i>Amended Budget</i>	<i>Revenue Realized</i>	<i>Revenue Balance</i>
Local:	\$14,731,532	\$14,337,151	\$14,435,669	\$98,518
State:	\$17,394,053	\$16,578,723	\$16,579,324	\$601
Federal:	\$1,202,013	\$1,230,100	\$1,250,954	\$20,854
Other Resources:	\$0	\$2,600	\$3,424	\$824
Total:	\$33,327,598	\$32,148,574	\$32,269,370	\$120,796

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	\$31,851,458	\$31,450,547	\$0	\$31,450,547	\$400,911

COMPARISONS TO AUGUST 31 OF PRIOR YEAR:

	<i>2009-2010</i>	<i>2010-2011</i>	<i>Increase/ Decrease</i>
Revenues:	\$32,332,587	\$32,269,370	(\$63,217)
Expenditures:	\$32,571,601	\$31,450,547	(\$1,121,054)
Cash Position:	\$7,449,459	\$6,888,639	(\$560,820)

PRIOR MONTH CASH POSITION as of 7/31/11: \$7,725,449

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%	
GENERAL FUND - FUND BALANCE as of 8-31-11:	\$29,673,717	\$6,641,425	22.38%	unaudited

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
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-11	Actual Jul-11	Actual Aug-10	Actual Aug-11	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	47,581	46,591	16,918	74,900	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	22,226	23,658	9,472	30,017	243,129	
5719	Pen, Int, & Other	12,398	14,333	12,190	10,501	17,319	21,775	23,907	14,098	22,122	17,613	18,751	15,348	27,157	202,506	
5720	Service to Other LEAs	0	0	0	0	0	0	0	0	0	0	0	654	0	654	
5730	Tuition and Fees	0	0	0	0	0	0	0	0	0	0	0	3,735	3,900	3,735	
5740	Other Local Sources	10,621	11,063	9,931	10,678	15,194	15,482	18,455	14,815	10,028	12,439	10,134	136,020	169,975	386,284	
5750	Co/Curr Activities	7,025	20,062	33,874	-6,729	860	2,746	2,083	1,432	171	0	5,130	15,879	17,959	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	99,860	104,263	198,027	323,907	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	175,046	106,130	38,602	0	379,707	
5812	Foundation Entitlement	3,074,131	2,333,540	1,224,643	0	0	0	400	995,143	659,279	1,321,357	1,718,049	2,544,070	2,717,355	14,437,933	
5812	Founda Ent-Prior Yr	0	400	0	30,571	0	0	0	0	22,418	0	240	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	2,265	5,350	6,816	
5831	TRS On-Behalf	108,735	109,955	109,990	110,124	110,026	110,116	109,639	109,011	110,974	113,650	100,795	163,254	156,816	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	1,610,053	1,925,214	2,748,191	2,879,521	16,214,111	
5900	Federal Revenue:															
5930	Federal	0	0	0	38,511	0	7,315	0	0	6,805	0	0	6,449	6,828	173,648	
	Total Federal Rev:	0	0	0	38,511	0	7,315	0	0	6,805	0	0	6,449	6,828	173,648	
7900	Other Res/Non-Oper															
	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	167,251	3,424	167,251	
	Total Other Res:	0	0	0	0	0	0	0	0	0	0	0	167,251	3,424	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	1,709,913	2,029,477	3,119,917	3,213,681	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	1,994,932	1,714,050	2,534,729	2,441,122	22,530,236	
6200	Contracted Services	84,769	127,769	179,474	155,457	151,504	188,092	229,891	129,218	129,352	119,845	96,026	577,164	401,221	2,769,045	
6300	Supplies & Materials	113,192	162,541	258,971	153,976	107,145	107,631	132,393	152,758	137,127	177,822	46,401	194,293	165,625	1,445,354	
6400	Other Operating	64,894	145,124	45,012	39,746	148,348	56,257	34,593	149,558	24,510	44,743	408,618	36,165	179,056	774,106	
6500	Debt Services	0	0	500	0	0	277,438	0	0	500	0	0	52,438	47,006	326,063	
6600	Capital Outlay	82,658	44,949	8,230	64,338	93,800	6,563	6,758	0	0	9,351	5,253	381,080	93,230	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	2,346,692	2,270,347	3,775,868	3,327,261	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	-636,780	-240,870	-655,951	-113,581	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	6,995,877	6,755,007	5,975,224	6,641,426		

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-11	Actual Jul-11	Actual Aug-10	Actual Aug-11	2009-10 Totals
REVENUE:															
5700	Local Revenue:														
	Earnings from Temp Dep			1,149	0	0	1,293	0	0	1,542	0	0	1,928	1,395	8,679
	Foundation Revenue														
	Breakfast	6,580	7,564	6,560	4,382	8,423	7,856	7,006	7,503	6,925	344	0	7,680	7,060	87,585
	Lunch	18,288	19,225	17,796	11,727	21,548	19,647	18,578	16,479	16,815	355	0	14,805	17,556	191,692
	A La Carte	10,790	11,167	8,916	6,734	11,168	11,166	10,435	8,981	9,917	1,519	0	6,505	4,558	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	204	0	828	958	2,791
	Summer Food Service	0	0	0	0	0	0	0	0	0	69	70	0	0	409
	Total Local Ren:	35,658	38,062	34,496	22,967	41,782	39,992	36,386	33,347	35,696	2,492	70	31,746	30,131	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	28,755	3,483	8,104	9,492	276,392
5922	National School Lunch	0	103,037	102,841	87,442	63,799	97,069	91,358	65,302	91,784	97,426	12,545	32,335	37,638	852,262
5923	USDA Donated Com	6,878	6,878	6,878	6,878	6,878	6,878	6,878	6,878	6,878	6,878	6,878	6,016	8,061	70,335
5929	Fed Rev TEA-Sum Feed	0	0	0	0	0	0	0	0	0	0	8,075	4,709	4,883	12,685
	Total Federal Rev:	6,878	139,313	137,910	118,420	88,335	130,464	123,692	97,268	125,099	133,059	30,981	51,164	60,074	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	172,407	141,387	130,118	170,456	170,017	130,615	160,796	135,551	31,051	82,910	91,599	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	46,978	40,802	58,574	61,228	571,972
6200	Contracted Services	0	114,290	94,681	84,834	66,288	73,769	88,066	92,671	80,782	86,260	16,532	44,211	46,906	921,254
6300	Supplies & Materials	6,878	6,963	6,995	6,919	7,069	6,958	7,001	7,014	7,157	7,024	6,952	-1,761	53,617	62,722
6400	Other Operating	0	34	13	70	18	58	39	33	37	68	0	128	208	774
6600	Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	201,400	0	261,960
	Total Expenditures:	40,693	171,785	150,562	139,085	118,521	128,343	144,599	147,523	139,240	140,329	64,286	302,551	161,958	1,818,682
	ENDING BALANCE	1,844	7,434	29,279	31,582	43,178	85,292	110,710	93,802	115,357	110,579	77,344	-192,919	6,985	-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-11	Actual Jul-11	Actual Aug-10	Actual Aug-11	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	7,084	6,937	2,424	11,152	1,605,703
5712	Taxes Prior Years	101	5,041	5,308	2,733	5,304	2,691	2,635	1,422	2,400	2,638	3,032	877	3,999	26,275
5719	Pen, Int, & Other	983	1,426	1,418	821	1,444	2,553	3,051	1,629	2,443	1,986	2,381	1,540	3,486	19,375
5742	Earnings Fm Temp Dep	133	144	192	441	1,177	1,411	1,336	1,326	1,391	1,369	1,433	602	554	9,773
	Total Local Rev:	4,603	12,691	150,092	540,556	731,458	218,197	32,209	14,023	18,791	13,077	13,783	5,443	19,191	1,661,125
5800	State Revenue:														
5829	St Rev Dist By TEA	0	0	0	0	35,714	0	0	0	0	0	0	53,869	0	64,696
	Total State Rev:	0	0	0	0	35,714	0	0	0	0	0	0	53,869	0	64,696
7900	Other Res/Non-Oper:														
7940	Other Res/Non-Oper Rev	0	0	0	0	0	0	0	0	0	0	0	0	0	1,381
	Total Other Res:	0	0	0	0	0	0	0	0	0	0	0	0	0	1,381
	Total Revenue:	4,603	12,691	150,092	540,556	767,172	218,197	32,209	14,023	18,791	13,077	13,783	59,312	19,191	1,727,202
EXPENDITURES:															
6000	Expenditures:														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	310,000	0	0	0	0	0	460,000	480,000	755,000
6521	Interest on Bonds	0	0	0	0	0	508,184	0	0	0	0	0	517,384	501,984	1,040,669
6599	Other Debt Fees	0	0	500	0	0	0	400	0	0	0	0	0	0	900
	Total Expenditures:	0	0	500	0	0	818,184	400	0	0	0	0	977,384	981,984	1,796,569
	ENDING BALANCE	4,603	17,293	166,885	707,441	1,474,613	874,625	906,434	920,457	939,249	952,326	966,109	-69,367	3,315	-69,367
Total Approved Budget															
199, 240, 511															
	TOTAL REVENUE	3,311,162	2,901,695	2,840,059	4,525,649	5,993,553	2,057,206	688,984	1,466,487	1,227,253	1,858,541	2,074,311	3,262,139	3,324,471	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	2,487,022	2,334,633	5,055,804	4,471,204	32,571,601
	ENDING BALANCE	1,748,719	2,124,367	2,402,693	4,516,738	8,034,126	6,645,728	4,919,372	3,950,224	2,854,359	2,225,878	1,965,557	-35,249	818,824	

Agenda Item Summary Sheet (04 B.3)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Information Only

Consent Agenda: Business and Support Services

Quarterly Investment Report

Summary

According to the *Texas Government Code § 2256.023(a)*, *Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of investment transactions for all funds covered by this chapter for the preceding reporting period.*

This information is taken from the Public Funds Investment Act.

ECISD Board Policy

CDA (LEGAL), OTHER REVENUES: INVESTMENTS, QUARTERLY REPORTS

Effective Date

August 31, 2011

Previous Board Action

Board reviews *Quarterly Investment Reports* in September, December, March, and June.

Future Action Expected

Next review, December 2011

Background Information and Significant Issues

None.

Fiscal Impact

None.

Student and Public Benefit

Closely monitoring district investments ensures the efficient use of public funds.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none">• <i>ECISD Quarterly Financial Report for Quarter Ending August 31, 2011</i>
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



ECISD QUARTERLY INVESTMENT REPORT

For Quarter Ending
August 31, 2011

Submitted September 20, 2011
ECISD Board Meeting

Prepared by David Bright,
Assistant Superintendent for Finance

El Campo Independent School District
Quarterly Report of Investment Activity
Quarter Ending August 31, 2011

Introduction

House Bill 2459, which was passed during the 1995 legislative session, amended a section of the Education Code dealing with investments. Code Section 2256.023 as amended requires that the Investment Officer of the District prepare a report of investment activity and position on a quarterly basis. The report that follows covers the period September 1, 2010 to August 31, 2011.

Investment Strategy for all Funds

The goal of the investment program is to maximize financial returns within current market conditions in accordance with Board Policy CDA (LEGAL) and CDA (LOCAL). All legal, authorized investments shall have sufficient liquidity to meet anticipated cash flow requirements, projected on a weekly, monthly, and annual basis. Investments should not exceed one (1) year in final, stated maturity. Only investments authorized by Board Policy CDA (LEGAL) and CDA (LOCAL) will be purchased. Investments should be purchased with the intent of holding until maturity.

Investment Activity for the Quarter Ending August 31, 2011

Interest from checking accounts at Prosperity Bank totaled:	\$ 31,060.16
Interest earned at TexPOOL for the quarter totaled:	7.38
Interest earned at TexSTAR for the quarter totaled:	<u>.99</u>
Total interest earned for the Quarter Ending August 31, 2011, was:	\$ 31,068.53

Diversification of Funds

As a part of the investment policy adopted by the Board, a written investment strategy is required which must describe the investment objective for each fund. One of the priorities listed in Board policy concerns diversification of the investment portfolio. As of August 31, 2011, the District's portfolio held \$6,845,962.24 or 99.38% of available funds with Prosperity Bank, \$38,087.92 or .55% with TexPOOL, and \$4,588.50 or .07% with TexSTAR. The portfolio balance as of August 31, 2011, was \$6,888,638.66.

Collateral

In order to protect the District from risk of loss related to uninsured cash balances, the District's depository bank pledges collateral to the District in the form of government securities. On August 31, 2011, securities pledged by the Prosperity State Bank to El Campo ISD had an estimated market value of \$17,894,769.81. With FDIC insurance the District has adequate collateral.

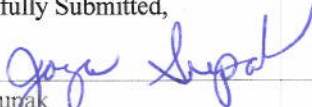
Investment Position at August 31, 2011

The attached report details the ending cash and investment balances for each of the past three months. Interest earned is posted to the General Ledger on a monthly basis.


Investment Officers' Certification

I hereby certify that the following information to the best of my knowledge is a true and accurate description of the investment portfolio of the El Campo Independent School District for the period ending August 31, 2011. All investments are in compliance with the Public Funds Investment Act (HB2459) and local investment policies.

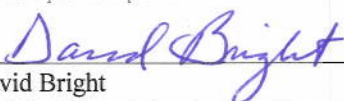
Respectfully Submitted,



Joyce Supak
Investment Officer
El Campo Independent School District



Mark Pooi
Superintendent
El Campo Independent School District



David Bright
Assistant Superintendent for Finance
El Campo Independent School District

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
 QUARTERLY CASH & INVESTMENT REPORT
 June 1, 2011 to August 31, 2011**

Prosperity Bank

Bank Account Balances - Month End	Jun 11	Jul 11	Aug 11
Money Market Account	\$5,422,976.13	\$5,309,240.35	\$5,304,433.60
General Fund	\$1,335,289.01	\$1,238,678.29	\$1,409,537.19
General Fund - Investment Account	\$5,051.18	\$5,058.04	\$5,064.91
Payroll	\$462,534.43	\$67,901.61	\$28,818.33
Interest & Sinking	\$1,048,701.78	\$1,061,897.53	\$98,108.21
Total	\$8,274,552.53	\$7,682,775.82	\$6,845,962.24

Prosperity Bank

Interest Earned	Jun 11	Jul 11	Aug 11
Money Market Account	\$6,109.68	\$6,827.17	\$6,506.43
General Fund	\$1,741.27	\$1,973.95	\$2,190.09
General Fund - Investment Account	\$6.63	\$6.86	\$6.87
Payroll	\$1,575.04	\$400.37	\$360.42
Interest & Sinking	\$1,368.77	\$1,432.92	\$553.69
Total	\$10,801.39	\$10,641.27	\$9,617.50

Investment Pools

Investment Balances - Month End	Jun 11	Jul 11	Aug 11
TexPool General Fund Investment Account	\$3,039.25	\$3,039.36	\$3,039.64
TexPool Family Crisis Fund	\$35,043.79	\$35,045.76	\$35,048.28
TexSTAR Debt Service	\$1,099.86	\$1,099.93	\$1,100.02
TexSTAR General	\$3,487.98	\$3,488.20	\$3,488.48
Total	\$42,670.88	\$42,673.25	\$42,676.42

Investment Pools

Investment Interest Earned	Jun 11	Jul 11	Aug 11
TexPool General Fund Investment Account	\$0.25	\$0.11	\$0.28
TexPool Family Crisis Fund	\$2.25	\$1.97	\$2.52
TexSTAR Debt Service	\$0.08	\$0.07	\$0.09
TexSTAR General	\$0.25	\$0.22	\$0.28
Total	\$2.83	\$2.37	\$3.17

Comparison of Interest Rates

Average Monthly Rate:	Prosperity All Accounts	TexPool	TexStar	T-Bill
Sep-10	1.61%	0.2165	0.2113	0.1470
Oct-10	1.61%	0.2036	0.2002	0.1330
Nov-10	1.61%	0.1917	0.1883	0.1380
Dec-10	1.61%	0.1677	0.1713	0.0000
Jan-11	1.61%	0.1587	0.1637	0.0000
Feb-11	1.61%	0.1470	0.1476	0.0000
Mar-11	1.61%	0.1461	0.1408	0.0000
Apr-11	1.61%	0.1122	0.1108	0.0000
May-11	1.61%	0.0838	0.0863	0.0000
Jun-11	1.61%	0.0793	0.0889	0.0000
Jul-11	1.61%	0.0665	0.0746	0.0450
Aug-11	1.61%	0.0851	0.0940	0.0150

ANNOUNCEMENTS

We would like to recognize and welcome the following entity who joined the TexPool program in August, 2011:

1. Flatonía ISD (TexPool)

Upcoming Events

09/18/11 – 09/21/11

CTAT Annual Conference, Tyler

09/30/11 – 10/02/11

TASA/TASB Annual Conference, Austin

10/11/11 – 10/14/11

TML Annual Conference, Houston

10/18/11 – 10/21/11

TACA Annual Conference, College Station

TexPool Advisory Board Members

R.C. Allen	LaVonne Mason
Pati Buchenau	John McGrane
Jose Elizondo, Jr.	Clay McPhail
Ron Leverett	Vivian Wood

Overseen by the State of Texas Comptroller of Public Accounts Susan Combs.

Operated under the supervision of the Texas Treasury Safekeeping Trust Company.

Additional information regarding TexPool is available upon request:

www.texpool.com

1-866-839-7665

(1-866-TEX-POOL)

Fax: 866-839-3291

Federated

Federated, founded in 1955, is a S&P 500 company that is a publicly traded on the NYSE. It is one of the largest managers of AAA-rated money market portfolios in the country [Source: iMoneyNet as of 5/31/2011].

Visit us at FederatedInvestors.com.

G35884-24 (9/11)

Federated is a registered trademark of Federated Investors, Inc.

2011 © Federated Investors, Inc.

Some cash yields ticked higher in August as sovereign debt issues that had been festering on both sides of the Atlantic were resolved, at least temporarily. With investors feeling more confident that another global financial crisis was not imminent — thus reducing the compulsion to hoard cash — one month Libor closed up 3 basis points at 0.22%, three month Libor climbed 7.2 basis points to 0.33%, six month Libor rose 5.6 basis points to 0.49%, and 12 month Libor increased by 4 basis points to 0.80%.

Offsetting those increases, however, were sharp drops at the extreme short- and long-term ends of the cash yield curve. As the month began, worries over funding stresses on some European banks had caused overnight rates to spike into the mid-teens; the resolution to Greece's debt drama subsequently pushed repo rates back down to the mid single-digits and Treasury bill yields to zero or below. The pattern was similar at the long end of the curve, with the yield on the Treasury's two-year note plunging to a record low of 0.19% in mid-August after the Federal Reserve pledged to keep benchmark interest rates at virtually zero for the next two years. Fed Chairman Ben Bernanke and other central bank officials subsequently tweaked the "free money for longer" message to give policymakers more flexibility in the event that inflation revives or the somnolent U.S. economy perks up faster than many now expect.

Not surprisingly, value in the cash market was in short supply. The unusually generous repo and Treasury bill rates that prevailed in early August were compelling while they lasted, but we made only modest forays out of the overnight market in search of longer term yield pickups due to concerns over possible withdrawals. With investors fearing a reprise of the September 2008 banking crisis, we chose to maintain a high degree of liquidity to meet possible redemptions in the event of another global panic. We are pleased to report that no such rush for the exits occurred. A slight uptick in repo rates near the end of the month — a reflection of renewed jitters over the viability of the latest Greek bailout package — could present an attractive buying opportunity if the trend persists, given our view that most European banks are more than sufficiently capitalized.

Though Fed Chairman Bernanke's presentation at the global economic symposium in Jackson Hole, Wyoming in late August was arguably the most widely anticipated

(continued page 6)

PERFORMANCE As of August 31, 2011

	TexPool	TexPool Prime
Current Invested Balance	\$14,212,784,933.32	\$1,006,532,754.45
Weighted Average Maturity (1)*	46 Days	31 Days
Weighted Average Maturity (2)*	82 Days	34 Days
Net Asset Value	1.00004	1.00002
Total Number of Participants	2,248	129
Management Fee on Invested Balance	0.0473%	0.0638%
Interest Distributed	\$1,055,235.97	\$103,090.99
Management Fee Collected	\$588,965.89	\$29,947.10
Standard & Poor's Current Rating	AAA _m	AAA _m

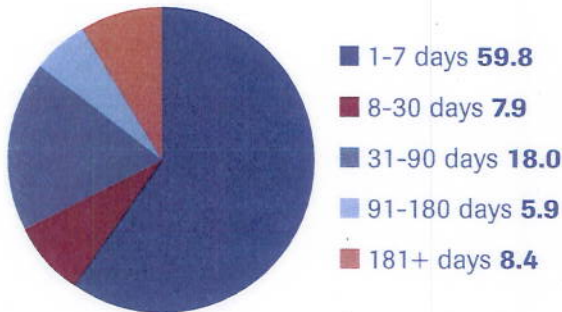
September Averages

Average Invested Balance	\$14,596,120,185.28	\$1,149,198,612.63
Average Monthly Yield, on a simple basis (3)*	0.09%	0.10%
Average Weighted Average Maturity (1)*	46 Days	34 Days
Average Weighted Average Maturity (2)*	83 Days	37 Days

*Definitions for Average Weighted Maturity can be found on Page 2.

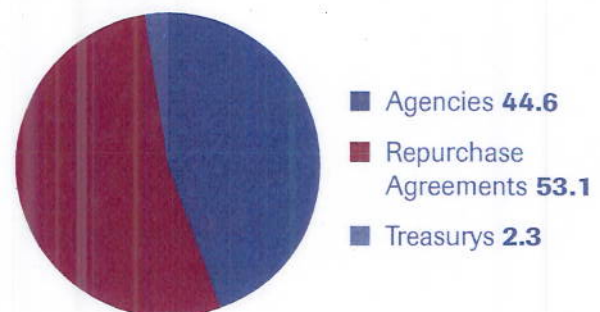
Portfolio by Maturity

As of August 31, 2011



Portfolio by Type of Investment

As of August 31, 2011



PORTFOLIO ASSET SUMMARY AS OF August 31, 2011

	Book Value	Market Value
Uninvested Balance	(\$386.10)	(\$386.10)
Receivable for Investments Sold	0.00	0.00
Accrual of Interest Income	6,917,197.43	6,917,197.43
Interest and Management Fees Payable	(1,055,324.42)	(1,055,324.42)
Payable for Investments Purchased	(234,000,000.00)	(234,000,000.00)
Repurchase Agreements	7,415,281,000.00	7,665,281,000.00
Mutual Fund Investments	0.00	0.00
Government Securities	6,443,530,839.14	6,443,799,010.54
US Treasury Bills	0.00	0.00
US Treasury Notes	582,111,607.27	332,305,499.00
Total	\$14,212,784,933.32	\$14,213,246,996.45

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by Federated Investment Counseling and the assets are safe kept in a separate custodial account at State Street Bank in the name of TexPool. The only source of payment to the Participants is the assets of TexPool. There is no secondary source of payment for the pool such as insurance or State guarantee. Should you require a copy of the portfolio, please contact TexPool Participant Services.

PARTICIPANT SUMMARY

	Number of Participants	Balance
School District	565	\$4,180,790,773.85
Higher Education	55	\$1,826,905,255.35
Health Care	79	\$330,058,119.63
Utility District	688	\$1,395,220,639.73
City	437	\$4,295,102,715.83
County	171	\$1,098,071,237.81
Other	252	\$1,086,441,441.78

Definition of Weighted Average Maturity (1) & (2)

*(1) This weighted average maturity calculation uses the SEC Rule 2A-7 definition for stated maturity for any floating rate instrument held in the portfolio to determine the weighted average maturity for the pool. This rule specifies that a variable rate instrument to be paid in 397 calendar days or less shall be deemed to have a maturity equal to the period remaining until the next readjustment of the interest rate.

*(2) This weighted average maturity calculation uses the final maturity of any floating rate instruments held in the portfolio to calculate

TEXPOOL

DAILY SUMMARY

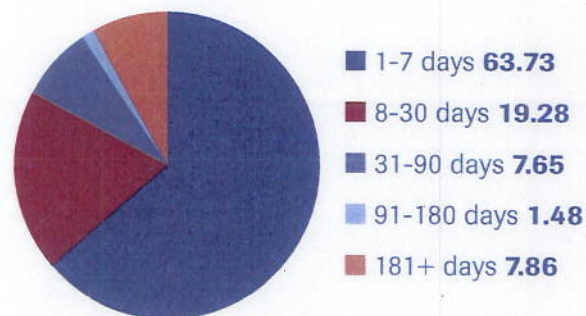
Date	Money Mkt Fund Equiv (SEC Std.)	Daily Allocation Factor	TexPool Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
1-Aug	0.1977%	0.000005416	\$14,913,973,003.96	0.99999	44	80
2-Aug	0.1746%	0.000004784	\$14,902,049,841.21	0.99999	45	81
3-Aug	0.0967%	0.000002650	\$15,065,433,916.68	1.00001	45	80
4-Aug	0.0899%	0.000002464	\$15,018,490,904.10	1.00004	46	80
5-Aug	0.0618%	0.000001693	\$14,991,983,701.20	1.00004	46	83
6-Aug	0.0618%	0.000001693	\$14,991,983,701.20	1.00004	46	83
7-Aug	0.0618%	0.000001693	\$14,991,983,701.20	1.00004	46	83
8-Aug	0.1137%	0.000003116	\$14,810,796,770.99	0.99998	46	83
9-Aug	0.0725%	0.000001985	\$14,930,460,548.24	0.99997	46	83
10-Aug	0.0733%	0.000002007	\$14,900,809,610.53	1.00004	44	84
11-Aug	0.0775%	0.000002124	\$14,688,743,379.66	1.00003	46	86
12-Aug	0.1210%	0.000003314	\$14,403,022,549.99	1.00003	48	89
13-Aug	0.1210%	0.000003314	\$14,403,022,549.99	1.00003	48	89
14-Aug	0.1210%	0.000003314	\$14,403,022,549.99	1.00003	48	89
15-Aug	0.1191%	0.000003262	\$14,071,385,542.73	1.00003	47	84
16-Aug	0.0712%	0.000001952	\$14,441,748,972.18	1.00002	45	80
17-Aug	0.0722%	0.000001978	\$14,517,612,706.04	1.00003	45	80
18-Aug	0.0737%	0.000002019	\$14,477,391,652.99	1.00002	46	82
19-Aug	0.0761%	0.000002086	\$14,306,485,250.47	1.00002	47	84
20-Aug	0.0761%	0.000002086	\$14,306,485,250.47	1.00002	47	84
21-Aug	0.0761%	0.000002086	\$14,306,485,250.47	1.00002	47	84
22-Aug	0.0673%	0.000001843	\$14,280,566,409.73	1.00002	45	81
23-Aug	0.0565%	0.000001548	\$14,237,902,772.59	1.00002	47	84
24-Aug	0.0532%	0.000001458	\$14,243,925,740.61	1.00003	47	84
25-Aug	0.0575%	0.000001575	\$14,685,188,658.27	1.00003	45	81
26-Aug	0.0643%	0.000001762	\$14,562,474,269.75	1.00002	47	82
27-Aug	0.0643%	0.000001762	\$14,562,474,269.75	1.00002	47	82
28-Aug	0.0643%	0.000001762	\$14,562,474,269.75	1.00002	47	82
29-Aug	0.0713%	0.000001953	\$14,711,834,568.22	1.00002	44	79
30-Aug	0.0568%	0.000001555	\$14,576,728,497.26	1.00005	45	80
31-Aug	0.0749%	0.000002051	\$14,212,784,933.32	1.00004	46	82
Averages	0.0851%	0.000002332	\$14,596,120,185.28	1.00000	46	83

TEXPOOL PRIME

September 2011

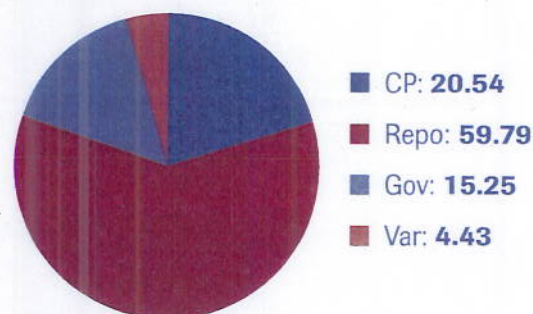
Portfolio by Maturity

As of August 31, 2011



Portfolio by Type of Investment

As of August 31, 2011



PORTFOLIO ASSET SUMMARY AS OF July 31, 2011

	Book Value	Market Value
Uninvested Balance	(\$29,033.45)	(\$29,033.45)
Accrual of Interest Income	48,752.32	48,752.32
Interest and Management Fees Payable	(103,091.10)	(103,091.10)
Payable for Investments Purchased	(10,000,000.00)	(10,000,000.00)
Accrued Expenses & Taxes	551.52	551.52
Repurchase Agreements	607,841,000.00	607,841,000.00
Commercial Paper	233,779,718.91	233,776,770.00
Bank Instruments	0.00	0.00
Mutual Fund Investments	0.00	0.00
Government Securities	154,996,320.73	155,003,870.00
Variable Rate Notes	19,998,535.52	20,001,880.00
Total	\$1,006,532,754.45	\$1,006,540,699.29

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by Federated Investment Counseling and the assets are safe kept in a separate custodial account at State Street Bank in the name of TexPool Prime. The assets of TexPool Prime are the only source of payments to the Participants. There is no secondary source of payment for the pool such as insurance or State guarantee. Should you require a copy of the portfolio, please contact TexPool Participant Services.

PARTICIPANT SUMMARY

	Number of Participants	Balance
School District	63	\$546,673,355.37
Higher Education	8	\$56,848,831.07
Health Care	6	\$24,949,066.47
Utility District	3	\$68,380,070.48
City	22	\$118,785,603.60
County	17	\$188,695,558.78
Other	10	\$2,187,984.86

*(3) This current yield for TexPool Prime for each date may reflect a waiver of some portion or all of each of the management fees.

TEXPOOL PRIME

DAILY SUMMARY

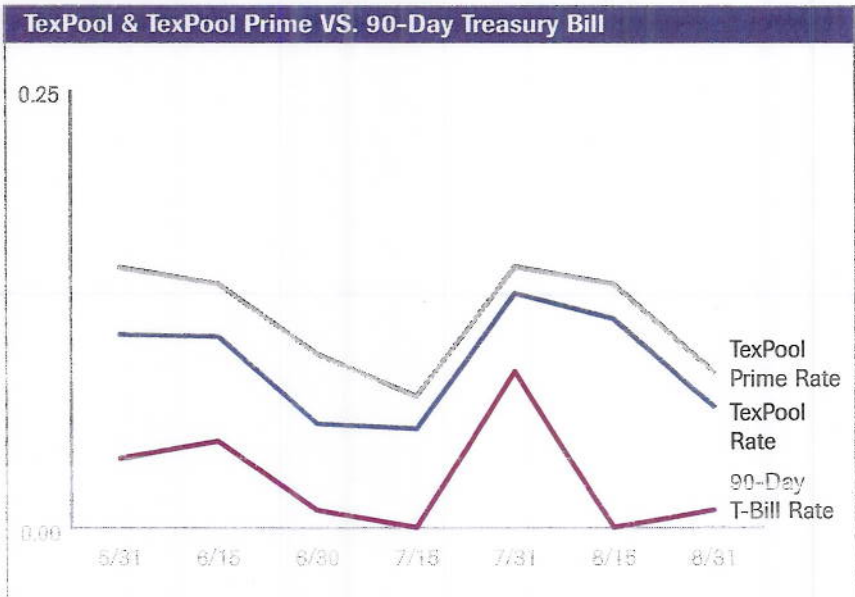
Date	Money Mkt Fund Equiv (SEC Std.)	Daily Allocation Factor	TexPool Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
1-Aug	0.2163%	0.000005925	\$1,272,574,753.07	0.99997	31	35
2-Aug	0.1899%	0.000005204	\$1,269,596,158.41	0.99999	35	38
3-Aug	0.1195%	0.000003275	\$1,262,243,343.11	0.99998	36	40
4-Aug	0.1116%	0.000003058	\$1,251,100,140.20	1.00000	36	40
5-Aug	0.0827%	0.000002265	\$1,229,365,294.97	0.99999	38	42
6-Aug	0.0827%	0.000002265	\$1,229,365,294.97	0.99999	38	42
7-Aug	0.0827%	0.000002265	\$1,229,365,294.97	0.99999	38	42
8-Aug	0.1330%	0.000003643	\$1,215,775,359.00	1.00001	38	40
9-Aug	0.0948%	0.000002597	\$1,221,613,585.76	1.00002	37	39
10-Aug	0.0935%	0.000002562	\$1,245,781,468.70	1.00002	29	38
11-Aug	0.0983%	0.000002693	\$1,239,966,484.44	1.00001	32	41
12-Aug	0.1423%	0.000003899	\$1,184,042,524.06	1.00001	34	43
13-Aug	0.1423%	0.000003899	\$1,184,042,524.06	1.00001	34	43
14-Aug	0.1423%	0.000003899	\$1,184,042,524.06	1.00001	34	43
15-Aug	0.1406%	0.000003851	\$1,121,210,901.02	1.00001	34	36
16-Aug	0.0878%	0.000002405	\$1,120,864,920.75	1.00001	34	35
17-Aug	0.0892%	0.000002445	\$1,121,365,113.82	1.00002	34	36
18-Aug	0.0855%	0.000002342	\$1,121,698,006.62	1.00002	33	35
19-Aug	0.1009%	0.000002765	\$1,092,092,313.40	1.00001	35	37
20-Aug	0.1009%	0.000002765	\$1,092,092,313.40	1.00001	35	37
21-Aug	0.1009%	0.000002765	\$1,092,092,313.40	1.00001	35	37
22-Aug	0.0884%	0.000002422	\$1,081,639,951.78	1.00002	33	35
23-Aug	0.0760%	0.000002083	\$1,085,213,375.63	1.00003	32	34
24-Aug	0.0706%	0.000001933	\$1,077,030,861.16	1.00003	32	34
25-Aug	0.0757%	0.000002073	\$1,064,103,181.84	1.00003	32	34
26-Aug	0.0772%	0.000002115	\$1,073,058,909.42	1.00002	33	35
27-Aug	0.0772%	0.000002115	\$1,073,058,909.42	1.00002	33	35
28-Aug	0.0772%	0.000002115	\$1,073,058,909.42	1.00002	33	35
29-Aug	0.0904%	0.000002477	\$1,089,457,120.85	1.00002	30	32
30-Aug	0.0795%	0.000002176	\$1,021,712,385.51	1.00002	31	33
31-Aug	0.0873%	0.000002393	\$1,006,532,754.45	1.00002	31	34
Averages	0.1044%	0.000002861	\$1,149,198,612.63	1.00000	34	37

TEXPOOL

Participant Services
1001 Texas Ave. 14th Floor
Houston, TX 77002

speech in recent financial market history, Bernanke did not announce any additional monetary measures to bolster the faltering recovery. Instead, Bernanke made it clear that fiscal policy now must do its part to restore confidence. Notably, a schism has formed on the Fed's rate-setting committee, with at least three members dissenting from the promise to keep rates at current levels through mid-2013. At a minimum, we expect the Fed to continue reinvesting proceeds of maturing agency and Treasury debt.

We wish to assure our clients that the downgrade of long-term United States sovereign debt by Standard & Poor's will have no material impact on TexPool or TexPool Prime. In fact, S&P reaffirmed its highest A-1+ rating for short-term U.S. debt securities, a staple of the cash market. The triple-A rating of TexPool was also affirmed by S&P. Of course, Federated will continue to monitor the nation's fiscal outlook carefully, and to make adjustments as necessary.



90-Day Treasury Bill is a short term debt instrument backed by the national government. These are used to collect immediate cash to meet outstanding obligations.

Any private investor can invest in a treasury bill. The day Treasury bill is a weighted average rate of the weekly auctions of 90-day treasury bills.



Monthly Newsletter - August 2011

Performance

As of August 31, 2011

Current Invested Balance	\$4,773,149,074.88
Weighted Average Maturity (1)	48 Days
Weighted Average Maturity (2)	77 Days
Net Asset Value	1.000100
Total Number of Participants	735
Management Fee on Invested Balance	0.05%*
Interest Distributed	\$599,408.05
Management Fee Collected	\$207,628.30
% of Portfolio Invested Beyond 1 Year	4.95%
Standard & Poor's Current Rating	AAAm

Rates reflect historical information and are not an indication of future performance.

August Averages

Average Invested Balance	\$4,889,534,906.78
Average Monthly Yield, on a simple basis	0.0940%
Average Weighted Average Maturity (1)*	45 Days
Average Weighted Average Maturity (2)*	69 Days

Definition of Weighted Average Maturity (1) & (2)

(1) This weighted average maturity calculation uses the SEC Rule 2a-7 definition for stated maturity for any floating rate instrument held in the portfolio to determine the weighted average maturity for the pool. This Rule specifies that a variable rate instrument to be paid in 397 calendar days or less shall be deemed to have a maturity equal to the period remaining until the next readjustment of the interest rate.

(2) This weighted average maturity calculation uses the final maturity of any floating rate instruments held in the portfolio to calculate the weighted average maturity for the pool.

* The maximum management fee authorized for the TexSTAR Cash Reserve Fund is 12 basis points. This fee may be waived in full or in part in the discretion of the TexSTAR co-administrators at any time as provided for in the TexSTAR Information Statement.

Holiday Reminder

Please note that in observance of the Columbus Day holiday, **TexSTAR will be closed Monday, October 10, 2011**. All ACH transactions initiated on Friday, October 7th will settle on Tuesday, October 11th.

This is an unusual holiday where the investment markets are closed but the banks are open. Please plan accordingly for your liquidity needs.

Economic Commentary

The uncertainty in markets in July carried over into August, with the first blow coming from the downgrade of the U.S. sovereign rating by S&P from AAA to AA+. Furthermore, the situation in Europe continued to deteriorate as officials failed to present a credible solution to investors for tackling the region's debt problems. In addition, a string of weak economic releases in the U.S. and Europe caused a downgrading of growth forecasts for the second half of the year and 2012, while the risk of another recession in the U.S. increased. With U.S. fiscal policy set to tighten further and weigh on growth, many are looking to the Fed to provide help. At the August FOMC meeting, the Fed not only moderated its growth outlook, but explicitly stated that policy rates would be held "exceptionally low" through at least mid-2013. No further immediate action was announced to support growth, and even the change in the outlook for rates caused three members to dissent.

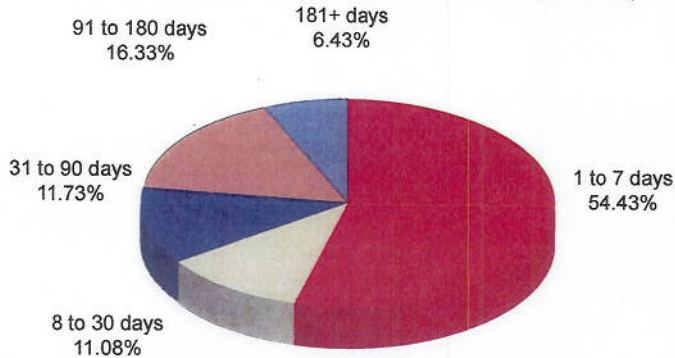
The vicious cycle of lower home prices, new delinquencies, foreclosures and short sales, weak household sector borrowing, corporate sector caution and slow income growth— which further depress home prices – remains at the heart of the household balance sheet recession. And without offsetting demand support from the federal government, it is unclear whether monetary actions alone can reignite growth even if they become more aggressive. The authorities in Europe and the U.S. appear to be settling for damage limitation rather than attempting anything more ambitious. The problem with this type of reactive approach is that it may itself be contributing to the downside risk. It is expected that the sector with the strongest balance sheet – the corporate sector – will play a stabilizing role with modest capital expenditures and hiring outlays. Going forward, markets will increase their focus on the Federal Reserve, which after moving to a more dovish stance in August, looks likely to provide more monetary stimulus in 2011 though hawkish FOMC members may resist further policy easing. Further easing would most likely come in the form of "Operation Twist," a lengthening of the maturities in the Federal Reserve's holdings conducted by selling shorter dated Treasury securities versus purchases of longer dated Treasuries.

This information is an excerpt from an economic report dated August 2011 provided to TexSTAR by JP Morgan Asset Management, Inc., the investment manager of the TexSTAR pool.

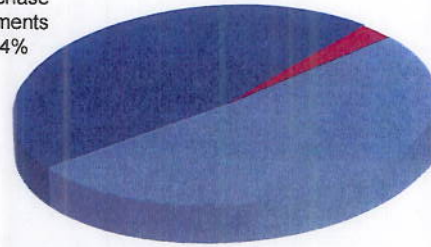
For more information about TexSTAR, please visit our web site at www.texstar.org.

Information at a Glance

Portfolio by Type of Investment As of August 31, 2011



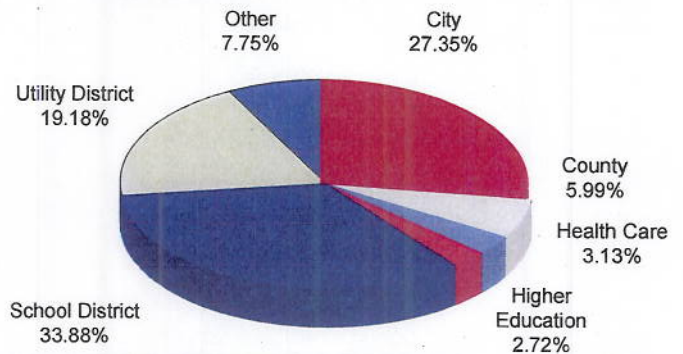
Repurchase
Agreements
46.04%



Treasuries
2.53%

Agencies
51.43%

Portfolio by Maturity As of August 31, 2011



Distribution of Participants by Type As of August 31, 2011

Historical Program Information

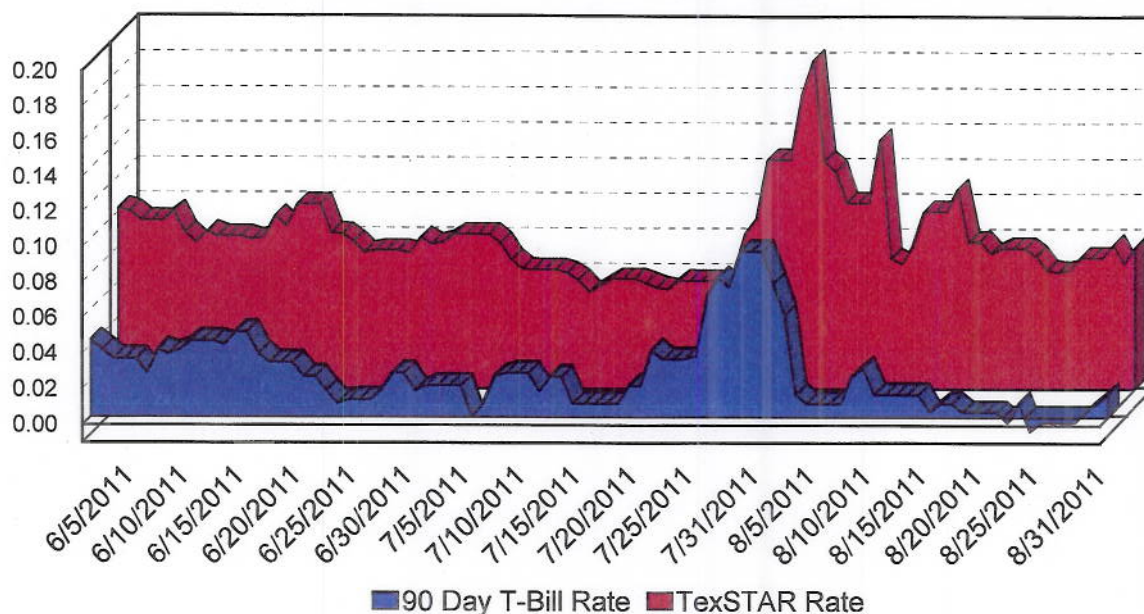
Month	Average Rate	Book Value	Market Value	Net Asset Value	WAM (1)*	WAM (2)*	Number of Participants
Aug 11	0.0940%	\$4,773,149,074.88	\$4,773,628,030.81	1.000100	45	69	735
Jul 11	0.0746%	4,990,872,181.48	4,991,025,373.13	1.000030	38	55	735
Jun 11	0.0889%	5,280,726,280.87	5,281,501,501.41	1.000146	50	69	733
May 11	0.0863%	5,566,580,016.75	5,567,478,247.07	1.000161	46	66	732
Apr 11	0.1108%	5,661,130,480.00	5,662,108,871.87	1.000172	50	72	731
Mar 11	0.1408%	5,949,037,975.79	5,949,804,553.22	1.000128	50	73	730
Feb 11	0.1476%	6,548,224,886.40	6,548,880,605.37	1.000100	48	71	729
Jan 11	0.1637%	6,541,049,111.05	6,541,464,771.26	1.000063	39	66	726
Dec 10	0.1713%	5,593,134,506.98	5,593,670,681.79	1.000091	47	79	723
Nov 10	0.1883%	5,143,274,228.56	5,143,635,927.81	1.000070	52	81	721
Oct 10	0.2002%	5,024,200,466.22	5,024,647,553.30	1.000088	49	74	719
Sep 10	0.2113%	4,970,973,494.85	4,971,467,034.53	1.000099	47	74	718

Portfolio Asset Summary as of August 31, 2011

	Book Value	Market Value
Uninvested Balance	\$ 313.02	\$ 313.02
Accrual of Interest Income	455,274.78	455,274.78
Interest and Management Fees Payable	(623,864.00)	(623,864.00)
Payable for Investment Purchased	(19,994,000.00)	(19,994,000.00)
Repurchase Agreement	2,206,679,000.00	2,206,679,000.00
Government Securities	2,586,632,351.08	2,587,111,307.01
Total	\$ 4,773,149,074.88	\$ 4,773,628,030.81

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by J.P. Morgan Chase & Co. and the assets are safekept in a separate custodial account at the Federal Reserve Bank in the name of TexSTAR. The only source of payment to the Participants are the assets of TexSTAR. There is no secondary source of payment for the pool such as insurance or guarantee. Should you require a copy of the portfolio, please contact TexSTAR Participant Services.

TexSTAR versus 90-Day Treasury Bill



This material is for information purposes only. This information does not represent an offer to buy or sell a security. The above rate information is obtained from sources that are believed to be reliable; however, its accuracy or completeness August be subject to change. The TexSTAR management fee August be waived in full or in part at the discretion of the TexSTAR co-administrators and the TexSTAR rate for the period shown reflects waiver of fees. This table represents investment performance/return to the customer, net of fees, and is not an indication of future performance. An investment in the security is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the issuer seeks to preserve the value of an investment at \$1.00 per share, it is possible to lose money by investing in the security. Information about these and other program details are in the fund's Information Statement which should be read carefully before investing. The yield on the 90-Day Treasury Bill ("T-Bill Yield") is shown for comparative purposes only. When comparing the investment returns of the TexSTAR pool to the T-Bill Yield, you should know that the TexSTAR pool consist of allocations of specific diversified securities as detailed in the respective Information Statements. The T-Bill Yield is taken from Bloomberg Finance L.P. and represents the daily closing yield on the then current 90-day T-Bill.

Daily Summary for August 2011

Date	Mny Mkt Fund Equiv. [SEC Std.]	Daily Allocation Factor	TexSTAR Invested Balance	Market Value Per Share	WAM Days (1)*	WAM Days (2)*
8/1/2011	0.1671%	0.000004579	\$4,961,362,053.33	1.000046	33	50
8/2/2011	0.1863%	0.000005103	\$4,977,547,668.93	1.000040	35	52
8/3/2011	0.1288%	0.000003528	\$4,987,654,945.08	1.000072	36	52
8/4/2011	0.1232%	0.000003375	\$5,027,401,182.18	1.000107	35	54
8/5/2011	0.1052%	0.000002881	\$4,979,872,952.92	1.000116	33	52
8/6/2011	0.1052%	0.000002881	\$4,979,872,952.92	1.000116	33	52
8/7/2011	0.1052%	0.000002881	\$4,979,872,952.92	1.000116	33	52
8/8/2011	0.1413%	0.000003871	\$4,988,363,249.72	1.000100	33	55
8/9/2011	0.0737%	0.000002019	\$4,974,870,623.45	1.000094	36	57
8/10/2011	0.0706%	0.000001933	\$4,984,326,383.36	1.000097	41	63
8/11/2011	0.0815%	0.000002233	\$4,952,919,606.46	1.000072	47	69
8/12/2011	0.1004%	0.000002752	\$4,939,995,521.88	1.000053	49	74
8/13/2011	0.1004%	0.000002752	\$4,939,995,521.88	1.000053	49	74
8/14/2011	0.1004%	0.000002752	\$4,939,995,521.88	1.000053	49	74
8/15/2011	0.1129%	0.000003094	\$4,855,735,044.39	1.000056	49	74
8/16/2011	0.0829%	0.000002271	\$4,866,429,456.03	1.000068	52	76
8/17/2011	0.0837%	0.000002292	\$4,823,385,703.37	1.000071	52	78
8/18/2011	0.0767%	0.000002101	\$4,873,076,896.69	1.000081	51	77
8/19/2011	0.0797%	0.000002183	\$4,848,653,795.61	1.000090	49	75
8/20/2011	0.0797%	0.000002183	\$4,848,653,795.61	1.000090	49	75
8/21/2011	0.0797%	0.000002183	\$4,848,653,795.61	1.000090	49	75
8/22/2011	0.0751%	0.000002058	\$4,841,839,146.22	1.000091	50	77
8/23/2011	0.0670%	0.000001835	\$4,821,032,871.19	1.000094	52	78
8/24/2011	0.0660%	0.000001809	\$4,782,382,283.81	1.000101	51	80
8/25/2011	0.0672%	0.000001842	\$4,894,206,684.27	1.000101	49	78
8/26/2011	0.0744%	0.000002037	\$4,793,354,427.08	1.000097	49	77
8/27/2011	0.0744%	0.000002037	\$4,793,354,427.08	1.000097	49	77
8/28/2011	0.0744%	0.000002037	\$4,793,354,427.08	1.000097	49	77
8/29/2011	0.0817%	0.000002237	\$4,783,657,402.04	1.000096	48	77
8/30/2011	0.0710%	0.000001944	\$4,720,611,742.37	1.000092	50	78
8/31/2011	0.0799%	0.000002189	\$4,753,149,074.88	1.000100	48	77
Average	0.0940%	0.000002577	\$4,889,534,906.78		45	69

TexSTAR Participant Services
First Southwest Asset Management, Inc.
325 North St. Paul Street, Suite 800
Dallas, Texas 75201



TexSTAR Board Members

William Chapman
Nell Lange
Melinda Garrett
Michael Bartolotta
Will Williams
Hardy Browder
Oscar Cardenas
Stephen Fortenberry
Monte Mercer
Becky Brooks
Len Santow

Central Texas Regional Mobility Authority
City of Frisco
Houston ISD
First Southwest Company
JP Morgan Chase
City of Cedar Hill
Northside ISD
McKinney ISD
North Central TX Council of Government
Government Resource Associates, LLC
Griggs & Santow

Governing Board President
Governing Board Vice President
Governing Board Treasurer
Governing Board Secretary
Governing Board Asst. Sec./Treas.
Advisory Board
Advisory Board
Advisory Board
Advisory Board
Advisory Board
Advisory Board

For more information contact TexSTAR Participant Services ★ 1-800-TEX-STAR ★ www.texstar.org



Agenda Item Summary Sheet (04 B.4)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Information Only

Consent Agenda: Business and Support Services Annual Portfolio Report

Summary According to policy CDA (LOCAL), OTHER REVENUES: INVESTMENTS, in addition to the quarterly report required by law and signed by the District's investment officer, a comprehensive report on the investment program and investment activity shall be presented annually to the Board.

ECISD Board Policy CDA (LOCAL), OTHER REVENUES: INVESTMENTS

Effective Date August 31, 2011

Previous Board Action Board reviews the *Annual Portfolio Report* after the close of each fiscal year.

Future Action Expected Next review, September, 2012

Background Information and Significant Issues According to policy, this report shall include a performance evaluation that may include, but is not limited to, comparisons to 91-day U.S. Treasury Bills, six-month U.S. Treasury Bills, the Fed Fund rate, the Lehman bond index, and rates from investment pools. The annual report shall include a review of the activities and total yield for the proceeding 12 months, suggest policies and strategies, and improvements that might enhance the investment program, and propose an investment plan for the ensuing year.

Fiscal Impact None.

Student and Public Benefit Closely monitoring district investments ensures the efficient use of public funds.

Procedural and Reporting Implications None.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<i>ECISD Annual Portfolio Report for Year Ending August 31, 2011</i>
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



ECISD ANNUAL FINANCIAL REPORT

For Year Ending
August 31, 2011

Submitted September 20, 2011
ECISD Board Meeting

Prepared by David Bright,
Assistant Superintendent for Finance

El Campo Independent School District
Annual Report of Investment Activity
Year Ending August 31, 2011

Introduction

House Bill 2459, which was passed during the 1995 legislative session, amended a section of the Education Code dealing with investments. Code Section 2256.023 as amended requires that the Investment Officer of the District prepare a report of investment activity and position on a quarterly basis. The report that follows covers the period **September 1, 2010, to August 31, 2011.**

Investment Strategy for all Funds

The goal of the investment program is to maximize financial returns within current market conditions in accordance with Board Policy CDA (LEGAL) and CDA (LOCAL). All legal, authorized investments shall have sufficient liquidity to meet anticipated cash flow requirements, projected on a weekly, monthly, and annual basis. Investments should not exceed one (1) year in final, stated maturity. Only investments authorized by Board Policy CDA (LEGAL) and CDA (LOCAL) will be purchased. Investments should be purchased with the intent of holding until maturity.

Investment Activity for the Year Ending August 31, 2011

Interest from checking accounts at Prosperity Bank totaled:	\$148,008.19
Interest earned at TexPOOL for the year totaled:	52.66
Interest earned at TexSTAR for the year totaled:	<u>6.39</u>
Total interest earned for the year ending August 31, 2011, was:	\$148,067.24

Diversification of Funds

As a part of the investment policy adopted by the Board, a written investment strategy is required which must describe the investment objective for each fund. One of the priorities listed in Board policy concerns diversification of the investment portfolio. As of August 31, 2011, the District's portfolio held \$6,845,962.24 or 99.38% of available funds with Prosperity Bank, \$38,087.92 or .55% with TexPool, and \$4,588.50 or .07% with TexSTAR. The portfolio balance as of August 31, 2011, was \$6,888,638.66.

Collateral

In order to protect the District from risk of loss related to uninsured cash balances, the District's depository bank pledges collateral to the District in the form of government securities. On August 31, 2011, securities pledged by the Prosperity State Bank to El Campo ISD had an estimated market value of \$17,894,769.81. With FDIC insurance the District has adequate collateral.


Investment Position at August 31, 2011

The attached report details the ending cash and investment balances for each of the past three months. Interest earned is posted to the General Ledger on a monthly basis.

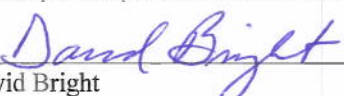
Investment Officers' Certification

I hereby certify that the following information to the best of my knowledge is a true and accurate description of the investment portfolio of the El Campo Independent School District for the year ending August 31, 2011. All investments are in compliance with the Public Funds Investment Act (HB2459) and local investment policies.


Respectfully Submitted,



Joyce Supak
Investment Officer
El Campo Independent School District



David Bright
Assistant Superintendent for Finance
El Campo Independent School District



Mark Pool
Superintendent
El Campo Independent School District

EL CAMPO INDEPENDENT SCHOOL DISTRICT
 September 1, 2010 to August 31, 2011

Prosperity Bank

Balances - Month End

	Sept. 10	Oct. 10	Nov. 10	Dec. 10	Jan. 11	Feb. 11	Mar. 11	Apr. 11	May 11	Jun. 11	Jul. 11	Aug. 11
Money Market Account	\$6,855,413	\$7,319,679	\$6,750,680	\$4,732,114	\$9,241,810	\$9,253,153	\$7,263,711	\$7,773,000	\$5,715,345	\$5,422,976	\$5,309,240	\$5,304,434
General Fund	\$1,247,403	\$899,501	\$1,150,585	\$4,187,722	\$1,707,653	\$2,452,355	\$2,298,687	\$1,365,921	\$2,040,973	\$1,335,289	\$1,238,678	\$1,409,537
General Fund - Inv. Acct.	\$7,028	\$7,650	\$7,660	\$7,670	\$4,679	\$5,024	\$5,031	\$5,038	\$5,045	\$5,051	\$5,058	\$5,065
Payroll	\$431,893	\$439,914	\$450,348	\$429,536	\$31,017	\$37,253	\$435,432	\$443,877	\$422,226	\$462,534	\$67,902	\$28,818
Interest & Sinking	\$104,249	\$111,718	\$220,060	\$378,839	\$1,316,253	\$957,921	\$995,891	\$1,015,823	\$1,029,227	\$1,048,702	\$1,061,898	\$98,108
Total	\$8,645,983	\$8,778,460	\$8,579,333	\$9,735,881	\$12,301,412	\$12,705,707	\$10,998,752	\$10,603,658	\$9,212,815	\$8,274,553	\$7,682,776	\$6,845,962

Prosperity Bank

Interest Earned

	Sept. 10	Oct. 10	Nov. 10	Dec. 10	Jan. 11	Feb. 11	Mar. 11	Apr. 11	May 11	Jun. 11	Jul. 11	Aug. 11
Money Market Account	\$6,438.10	\$8,808.27	\$8,573.45	\$7,663.57	\$9,696.24	\$11,343.37	\$10,557.71	\$9,289.26	\$9,384.83	\$6,109.68	\$6,827.17	\$6,506.43
General Fund	\$1,761.01	\$1,652.51	\$1,551.62	\$2,848.11	\$3,617.74	\$3,595.90	\$3,238.02	\$3,175.27	\$1,929.12	\$1,741.27	\$1,973.95	\$2,190.09
General Fund - Inv. Acct.	\$8.17	\$10.27	\$10.06	\$10.41	\$9.37	\$6.07	\$6.83	\$6.62	\$6.85	\$6.63	\$6.86	\$6.87
Payroll	\$613.46	\$464.68	\$419.25	\$520.52	\$338.79	\$367.13	\$661.38	\$402.56	\$412.46	\$1,575.04	\$400.37	\$360.42
Interest & Sinking	\$133.07	\$144.28	\$191.41	\$440.51	\$1,176.79	\$1,410.97	\$1,335.69	\$1,325.50	\$1,390.83	\$1,368.77	\$1,432.92	\$553.69
Total	\$8,953.81	\$11,080.01	\$10,745.79	\$11,483.12	\$14,838.93	\$16,723.44	\$15,799.63	\$14,199.21	\$13,124.09	\$10,801.39	\$10,641.27	\$9,617.50

TexPool / TexStar

Balances - Month End

	Sept. 10	Oct. 10	Nov. 10	Dec. 10	Jan. 11	Feb. 11	Mar. 11	Apr. 11	May 11	Jun. 11	Jul. 11	Aug. 11
TP Gen. Fund - Inv. Acct.	\$3,036	\$3,036	\$3,037	\$3,037	\$3,038	\$3,038	\$3,038	\$3,039	\$3,039	\$3,039	\$3,039	\$3,040
TP Family Crisis Fund	\$35,006	\$35,012	\$35,018	\$35,023	\$35,028	\$35,032	\$35,036	\$35,039	\$35,042	\$35,044	\$35,046	\$35,048
TS General Fund	\$3,484	\$3,485	\$3,485	\$3,486	\$3,486	\$3,487	\$3,487	\$3,487	\$3,488	\$3,488	\$3,488	\$3,488
TS Debt Service	\$1,099	\$1,099	\$1,099	\$1,099	\$1,099	\$1,099	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100
Total	\$42,625	\$42,632	\$42,639	\$42,645	\$42,651	\$42,656	\$42,661	\$42,665	\$42,668	\$42,671	\$42,673	\$42,676

TexPool / TexStar

Interest Earned

	Sept. 10	Oct. 10	Nov. 10	Dec. 10	Jan. 11	Feb. 11	Mar. 11	Apr. 11	May 11	Jun. 11	Jul. 11	Aug. 11
TP Gen Fund - Inv. Acct.	\$0.60	\$0.62	\$0.56	\$0.41	\$0.35	\$0.28	\$0.31	\$0.30	\$0.31	\$0.25	\$0.11	\$0.28
TP Family Crisis Fund	\$6.25	\$6.07	\$5.51	\$4.97	\$4.74	\$3.99	\$4.35	\$3.19	\$2.47	\$2.25	\$1.97	\$2.52
TS General Fund	\$0.60	\$0.59	\$0.54	\$0.51	\$0.48	\$0.39	\$0.42	\$0.32	\$0.26	\$0.25	\$0.22	\$0.28
TS Debt Service	\$0.19	\$0.19	\$0.17	\$0.16	\$0.15	\$0.12	\$0.13	\$0.10	\$0.08	\$0.08	\$0.07	\$0.09
Total	\$7.64	\$7.47	\$6.78	\$6.05	\$5.72	\$4.78	\$5.21	\$3.91	\$3.12	\$2.83	\$2.37	\$3.17

Agenda Item Summary Sheet (4 B.5)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Checks Written – August 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

August 31, 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
July	\$485,322.31	\$803,678.77	\$813,160.04	\$718,935.08	\$658,378.35
August	\$1,415,904.27	\$1,161,873.57	\$873,588.10	\$1,463,086.35	\$1,172,766.92
Subtotal YTD	\$13,325,957.89	\$12,195,066.54	\$11,377,746.95	\$10,185,825.06	\$8,747,622.90

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 August 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: September 20, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Personnel Approval of County Extension Agents as Adjunct Staff Members

Summary

According to State Board of Education Rule, public school students may be considered "in attendance" when participating in off-campus activities with an adjunct staff member of the school district.

Section 3 of the Student Attendance Handbook states:

The student is participating in an activity which is approved by the local board and is under the direction of a professional staff member of the school district or an adjunct staff member. This adjunct staff member must have a minimum of a bachelor's degree and be eligible for participation in the Teacher Retirement System of Texas.

Students participating in any activity which is not approved by the local school board and/or without certified district personnel supervision are counted absent.

To qualify for funding purposes, the certified district staff member / adjunct staff member must be accompanying the students as an official of the school district for the specific purpose of supervising students and must be approved by the school board to supervise the activity. For example, students participating in 4-H activities which are supervised solely by a County Extension Agent are reported present.

This rule provides local school boards the opportunity to recognize county Extension agents as adjunct staff members and to count students participating in 4-H / Extension educational activities "in attendance for Foundation School Programs purposes."

ECISD Board Policy FEB (LEGAL), ATTENDANCE: ATTENDANCE ACCOUNTING

Effective Date 2011-2012 School Year

Previous Board Action The Board should annually approve County Extension Agents as adjunct staff members.

Future Action Expected The Board should annually approve County Extension Agents as adjunct staff members.

Background Information and Significant Issues

Wharton County has requested adjunct staff member status for the county Extension agents for the school year 2009-2010. The following faculty are eligible for participation in the Teacher Retirement System of Texas and have a minimum of a bachelor's degree.

Peter McGill
County Extension Agent – AgNR
M.Ag 2006
Texas A&M University

Dianne Gertson
County Extension Agent – FCS
M.B.A. 1994
University of Houston

Clyde R. Crumley
Extension Agent – IPM
B.S. 1978
Texas Tech University

Ronda M. Jackson
Extension Agent – CEP(FCS)
M.S. 2010
Prairie View University

Fiscal Impact

None.

Student and Public Benefit

Allows students to participate in 4-H activities without being counted absent for Foundation School Program funding purposes.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

None.

Attachments

Letter from Peter McGill
County Extension Agent
County Coordinator
Wharton County

Contact Person(s)

Mark Pool, Superintendent of Schools

Action Required

Motion, second and majority vote to approve County Extension Agents as adjunct staff members for 2011-2012.

Superintendent's Recommendation

I recommend that you approve the Wharton County Extension Agents as adjunct staff members for the 2011-2012 school year as a part of the consent agenda.

Mark Pool, Superintendent of Schools

September 6, 2011

Improving Lives. Improving Texas.

MEMORANDUM TO: Superintendent Mark Pool
El Campo Independent School District
700 W. Norris
El Campo, TX 77437

SUBJECT: State Board of Education Ruling, June 9, 1994

The State Board of Education passed a amendment to 19 TAC § 129.21 (k)(1). Requirements for Student Attendance Accounting for State Funding Purposes allows public school students to be considered “in attendance” when participating in off-campus activities with an adjunct staff member of the school district. Section 3 of the Student Attendance Handbook state:

(4-12) 1. The student is participating in an activity which is approved by the local board and is under the direction of a professional staff member of the school district or an adjunct staff member. This adjunct staff member must have a minimum of a bachelor’s degree and be eligible for participation in the Teacher Retirement System of Texas.

(4-13) Students participating in any activity which is not approved by the local school board and/or without certified district personnel supervision are counted absent (see 94-12). To qualify for funding purposes, the certified district staff member/adjunct staff member must be accompanying the students as an official of the school district for the specific purpose of supervising the students and must be approved by the school board to supervise the activity. For example, students participating in 4-H activities which are supervised solely by a County Extension Agent are reported present.

This amendment provides local school boards the opportunity to recognize county Extension agents as adjunct staff members and to count students participating in 4-H/ Extension educational activities “in attendance for Foundation School Program purposes.”

Wharton County requests adjunct staff member status for the county Extension agents for the school year 2011-2012. The following faculty are eligible for participation in the Teacher Retirement System of Texas and have a minimum of a bachelor's degree.

Name	Title	Degree	Year	Institution
Peter McGuill	County Extension Agent-AgNR	M. Ag	2006	Texas A&M Univ.
Dianne Gertson	County Extension Agent-FCS	M.B.A.	1994	Univ. of Houston
Clyde R. Crumley	Extension Agent—IMP	B.S.	1978	Texas Tech. Univ.
Ronda M. Jackson	Extension Agent—CEP (FCS)	M.S.	2010	Prairie View Univ.

I hope that the El Campo Independent School District will accept this request. Please let me know if you would like to schedule an appointment to discuss the amendment and request or if you need further information.

Sincerely,



Peter McGuill
County Extension Agent
County Coordinator
Wharton County

Business and Operations	Request to Address the Board by Rita E. Hernandez
Summary	Ms. Hernandez has requested to be placed on the agenda to discuss four topics: <ol style="list-style-type: none">1. School and/or Public Transportation Options for In-Town Children2. School Transportation Budget in General3. Safety of Children4. Options to Seek Additional Funds for Transportation or Slim Existing Budget to Allow for Children Necessities
ECISD Board Policy	BED (LOCAL) – BOARD MEETINGS, PUBLIC PARTICIPATION
Effective Date	September 20, 2011
Previous Board Action	None.
Future Action Expected	None.
Background Information and Significant Issues	The following guidelines have been established for public presentations to the Board: <ol style="list-style-type: none">1. All appropriate administrative remedies must be exhausted before any complaint is brought before the Board unless the concern or complaint directly pertains to the Board's own actions or policy for which there is no administrative remedy.2. Only items appearing on the posted agenda may be discussed with the Board.3. All presentations will be limited to five (5) minutes unless additional time is allotted by the presiding officer.4. Matters involving specific employees or discipline of a specific student will be discussed in closed meeting unless the right to a closed meeting is waived by the employee or by the student or his or her parent or guardian.5. The deadline for submitting items for inclusion on the agenda is noon of the fifth day before regular meeting and noon of the third day before special meetings, in accordance with policy BE(LOCAL)

Fiscal Impact	None.
Student and Public Benefit	Unknown.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	Copy of Request for Placement of an Item on the Agenda
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	None.
Superintendent's Recommendation	This is a discussion item only. Mark Pool, Superintendent of Schools

EXHIBIT F

REQUEST FOR PLACEMENT OF AN ITEM ON THE AGENDA

I wish to address the Board of Trustees at the next scheduled meeting of the Board and request that this presentation be placed on the agenda for that meeting.

Subject of presentation; give brief description:

*School and/or Public Transportation options for intown - ~~kids~~ ^{children};
School Transportation budget in general. To discuss the safety of our children and the options to seek additional funds for transportation or slim the existing budget to allow for our children's necessities.*

The presentation will include discussion of specific District personnel.

YES NO

The presentation will include discussion of discipline of a specific student.

YES NO

I understand that the following rules apply:

1. All appropriate administrative remedies must be exhausted before any complaint is brought before the Board; this is not the form to use when presenting a complaint unless the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy. [See DGBA, FNG, and GF, as appropriate]
2. Only the items appearing on the posted agenda may be discussed with the Board.
3. All presentations will be limited to 5 minutes unless additional time is allotted by the presiding officer.
4. Matters involving specific employees or discipline of a specific student will be discussed in closed meeting unless the right to a closed meeting is waived by the employee or by the student or his or her parent or guardian.
5. The deadline for submitting items for inclusion on the agenda is noon of the 5th day before regular policy meetings and noon of the 3rd day before special meetings, in accordance with policy BE(LOCAL).

Name of person making request RITA E. HERNANDEZ

Position of person making request (e.g., Trustee, employee, citizen) CITIZEN

Address 209 Higbee St. El Campo, Tx 77437

Daytime telephone number 979-257-4892

Signature Rita Hernandez

Date 9-13-2011

Agenda Item Summary Sheet (7 A)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Discussion Item

Business and Operations	Request to Address the Board by Rev. Harold Simmons
Summary	Rev. Simmons has requested to address the Board regarding: 1. Single-Member Districts
ECISD Board Policy	BBB (LEGAL) – BOARD MEMBERS : ELECTIONS
Effective Date	September 20, 2011
Previous Board Action	None.
Future Action Expected	None.
Background Information and Significant Issues	<p>Most school boards across the state are elected by position or place. Boards elected by single-member districts are generally very large urban districts or districts that have been forced to use single-member districts through some type of litigation.</p> <p>Attempts to determine the actual number of single-member districts across the State have been unsuccessful. Representatives from the Texas Association of School Boards Legal Division have stated that TASB does not maintain that kind of information nor are they aware of any entity that does.</p> <p>If the Board were to consider changing to single-member districts there are some specific steps that would have to be taken, including a pre-clearance by the U.S. Department of Justice.</p> <p>I have included a copy of <i>Texas Education Code §11.052</i> that deals with single-member trustee districts.</p>
Fiscal Impact	None.
Student and Public Benefit	Unknown.
Procedural and Reporting Implications	None.
Public Comments	None.

Alternatives

None.

Other Comments and Related Issues

In my opinion single-member districts are not a good option for smaller rural communities. The term “Trustee” means that you are entrusted by all the voters of the district to make decision that are in the best interest of all of the students served by the district. Many times boards elected by single-member districts become polarized with members of the board representing the interests of the constituents of their district rather than the common good.

Attachments

- Copy of Request for Placement of an Item on the Agenda
- Copy of *Texas Education Code §11.052*, which is the statute that deals with single-member trustee districts

Contact Person(s)

Mark Pool, Superintendent of Schools

Action Required

None.

Superintendent’s Recommendation

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

EXHIBIT F

REQUEST FOR PLACEMENT OF AN ITEM ON THE AGENDA

I wish to address the Board of Trustees at the next scheduled meeting of the Board and request that this presentation be placed on the agenda for that meeting.

Subject of presentation; give brief description:

Single-member districts

The presentation will include discussion of specific District personnel.

[] YES [X] NO

The presentation will include discussion of discipline of a specific student.

[] YES [X] NO

I understand that the following rules apply:

1. All appropriate administrative remedies must be exhausted before any complaint is brought before the Board; this is not the form to use when presenting a complaint unless the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy. [See DGBA, FNG, and GF, as appropriate]
2. Only the items appearing on the posted agenda may be discussed with the Board.
3. All presentations will be limited to 5 minutes unless additional time is allotted by the presiding officer.
4. Matters involving specific employees or discipline of a specific student will be discussed in closed meeting unless the right to a closed meeting is waived by the employee or by the student or his or her parent or guardian.
5. The deadline for submitting items for inclusion on the agenda is noon of the 5th day before regular meetings and noon of the 3rd day before special meetings, in accordance with policy BE(LOCAL).

Name of person making request Rev. Harold Simmons

Position of person making request (e.g., Trustee, employee, citizen) CITIZEN

Address 710 DUNLAP ST. EL CAMPO, TX 77437

Daytime telephone number 979 578-9339

Signature Harold Simmons

Date 8-30-11

Sec. 11.052. SINGLE-MEMBER TRUSTEE DISTRICTS. (a) Except as provided by Subsection (b), the board of trustees of an independent school district, on its own motion, may order that trustees of the district are to be elected from single-member trustee districts or that not fewer than 70 percent of the members of the board of trustees are to be elected from single-member trustee districts with the remaining trustees to be elected from the district at large.

(b) If a majority of the area of an independent school district is located in a county with a population of less than 10,000, the board of trustees of the district, on its own motion, may order that trustees of the district are to be elected from single-member trustee districts or that not fewer than 50 percent of the members of the board of trustees are to be elected from single-member trustee districts with the remaining trustees to be elected from the district at large.

(c) Before adopting an order under Subsection (a) or (b), the board must:

(1) hold a public hearing at which registered voters of the district are given an opportunity to comment on whether or not they favor the election of trustees in the manner proposed by the board; and

(2) publish notice of the hearing in a newspaper that has general circulation in the district, not later than the seventh day before the date of the hearing.

(d) An order of the board adopted under Subsection (a) or (b) must be entered not later than the 120th day before the date of the first election at which all or some of the trustees are elected from single-member trustee districts authorized by the order.

(e) If at least 15 percent or 15,000 of the registered voters of the school district, whichever is less, sign and present to the board of trustees a petition requesting submission to the voters of the proposition that trustees of the district be elected in a specific manner, which must be generally described on the petition and which must be a manner of election that the board could have ordered on its own motion under Subsection (a) or (b), the board shall order that the appropriate proposition be placed on the ballot at the first regular election of trustees held after the 120th day after the date the petition is submitted to the board. The proposition must specify the

number of trustees to be elected from single-member districts. Beginning with the first regular election of trustees held after an election at which a majority of the registered voters voting approve the proposition, trustees of the district shall be elected in the manner prescribed by the approved proposition.

(f) If single-member trustee districts are adopted or approved as provided by this section, the board shall divide the school district into the appropriate number of trustee districts, based on the number of members of the board that are to be elected from single-member trustee districts, and shall number each trustee district. The trustee districts must be compact and contiguous and must be as nearly as practicable of equal population. In a district with 150,000 or more students in average daily attendance, the boundary of a trustee district may not cross a county election precinct boundary except at a point at which the boundary of the school district crosses the county election precinct boundary. Trustee districts must be drawn not later than the 90th day before the date of the first election of trustees from those districts.

(g) Residents of each trustee district are entitled to elect one trustee to the board. A trustee elected to represent a trustee district at the first election of trustees must be a resident of the district the trustee represents not later than: (1) the 90th day after the date election returns are canvassed; or (2) the 60th day after the date of a final judgment in an election contest filed concerning that trustee district. After the first election of trustees from single-member trustee districts, a candidate for trustee representing a single-member trustee district must be a resident of the district the candidate seeks to represent. A person appointed to fill a vacancy in a trustee district must be a resident of that trustee district. A trustee vacates the office if the trustee fails to move into the trustee district the trustee represents within the time provided by this subsection or ceases to reside in the district the trustee represents. A candidate for trustee representing the district at large must be a resident of the district.

(h) At the first election at which some or all of the trustees are elected in a manner authorized by this section and after each redistricting, all positions on the board shall be filled. The trustees then elected shall draw lots for staggered terms as provided

by Section 11.059.

(i) Not later than the 90th day before the date of the first regular school board election at which trustees may officially recognize and act on the last preceding federal census, the board shall redivide the district into the appropriate number of trustee districts if the census data indicates that the population of the most populous district exceeds the population of the least populous district by more than 10 percent. Redivision of the district shall be in the manner provided for division of the district under Subsection (f).

Added by Acts 1995, 74th Leg., ch. 260, Sec. 1, eff. May 30, 1995.

Amended by Acts 2001, 77th Leg., ch. 982, Sec. 1, eff. Sept. 1, 2001.

Governance	Workshops for Discussion with Curriculum Facilitators
Summary	<p>For the past couple of years the Board has designated specific meetings in the fall and spring for an agenda item to engage in dialogue with the campus principals and curriculum facilitators to discuss curriculum and instruction issues. Some members of the Board have indicated that they had rather have these discussions in a workshop setting rather than at regular monthly board meetings.</p> <p>In August of this year we scheduled a special meeting and held a workshop on curriculum and instruction issues.</p> <p>A decision needs to be made as to whether the Board wants to continue the monthly agenda items to meet with principals and curriculum facilitators to discuss curriculum and instruction issues, or if we want to schedule a workshop once or twice a year.</p> <p>A suggestion has been made that we schedule a workshop in late summer or early fall to discuss curriculum and instruction issues and one in the spring to discuss facilities, maintenance and operational issues.</p>
ECISD Board Policy	None.
Effective Date	September 20, 2011
Previous Board Action	The Board held a curriculum and instruction workshop on August 9, 2011. Prior to that, principals and facilitators would meet periodically with the Board during regular monthly meetings.
Future Action Expected	Continue with agenda items for dialogue with principals and curriculum facilitators at regular monthly meetings; or schedule curriculum and instruction workshops and/or a facilities, maintenance and operations workshop.
Background Information and Significant Issues	<p>The monthly meetings with principals and curriculum facilitators have been beneficial in that they have focused board meetings on the main thing, i.e., student achievement.</p> <p>On the other hand, the presentations and dialogue at regular monthly meetings have been general and often extended the length of the regular meetings.</p>

At some meetings urgent or pressing issues have tended to distract from the time spent with principals and curriculum facilitators and rarely do we spend time talking specifically about plans for maintenance, operation and improvement of our facilities. The Board might be well served to schedule workshops to focus on these issues with more in-depth discussion.

The issue at hand is more frequent, less in-depth dialogue with principals and facilitators; or less frequent, more in-depth.

Fiscal Impact

None.

Student and Public Benefit

Designated time to discuss specific issues.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives

1. Continue with monthly agenda items.
2. Schedule one or two workshops per year that focus solely on curriculum and instruction and student achievement issues.
3. Schedule an annual workshop that focuses specifically on facilities, maintenance and operations.
4. None of the above.

Other Comments and Related Issues

None.

Attachments

None

Contact Person(s)

Mark Pool, Superintendent of Schools

Action Required

Consensus agreement on best course of action.

Superintendent's Recommendation

This is a discussion item only.

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (7 D)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Information Item

Governance Team of Eight Training

Summary

According to policy BBD (LEGAL) BOARD MEMBERS, TRAINING AND ORIENTATION, one of the board training requirements is an annual team building session with the Board and Superintendent. The policy states that the entire Board, including all Board members, shall annually participate with the Superintendent in a team building session facilitated by the regional education service center or any registered provider.

The policy states that the purpose of the team building session is to enhance the effectiveness of the Board-Superintendent team and to assess the continuing education needs of the Board-Superintendent team. This is not unlike what we do with our professional employees through self-evaluation and determination of individual and collective professional development activities.

A copy of policy BBD (LEGAL) has been attached for your review.

I have asked Charlotte Baker from the Region III Education Service Center to facilitate our team-building session. She has the following Tuesday nights available:

- November 1st
- November 29th
- December 6th

ECISD Board Policy BBD (LEGAL) - BOARD MEMBERS, TRAINING AND ORIENTATION.

Effective Date September 20, 2011

Previous Board Action The Board annually conducts a Team of Eight team-building session.

Future Action Expected The Board annually conducts a Team of Eight team-building session.

Background Information and Significant Issues A few years ago the Board completed an internal facilitated self-evaluation using the *TASB Board Effectiveness Audit*. Since that time the School Board Association has replaced the audit

with a new, updated self-evaluation document called the *Effective Board Practices Inventory*. Using this document to do a self-evaluation would certainly meet the statutory requirement that states the purpose of the team-building workshop is to “*enhance the effectiveness of the Board-Superintendent team and to assess the continuing education needs.*” Charlotte Baker has indicated to me that she can facilitate this process.

I have attached a copy of the *Effective Board Practices Inventory* for your review.

Fiscal Impact	Cost of document from TASB and contract with Region III for Ms. Baker’s facilitation.
Student and Public Benefit	The Board sets an example by leading the way in self-evaluation and continuous personal and organizational improvement.
Procedural and Reporting Implications	Training hours will be reported to the TASB.
Public Comments	None.
Alternatives	Some other team-building activity that will meet the criteria specified in statute.
Other Comments and Related Issues	None.
Attachments	None
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	Consensus agreement on the best date for this training.
Superintendent’s Recommendation	This is an information item only. Mark Pool, Superintendent of Schools

BOARD MEMBERS
TRAINING AND ORIENTATION

BBD
(LEGAL)

REQUIRED TRAINING Each Trustee must complete any training required by the State Board of Education. The minutes of the last regular meeting of the Board held during a calendar year must reflect whether each Trustee has met or is delinquent in meeting the training required to be completed as of the date of the meeting. *Education Code 11.159*

Continuing education for Board members includes orientation sessions, an annual team building session with the Board and the Superintendent, and specified hours of continuing education based on identified needs.

LOCAL ORIENTATION All Board members shall receive a local District orientation and an orientation to the Texas Education Code.

NEW MEMBERS New Board members shall participate in a local orientation session within 60 days before or after their election or appointment. The purpose of this orientation is to familiarize new Board members with local Board policies and procedures and District goals and priorities.

All newly elected Board members shall receive the orientation to the Texas Education Code within the first year of service. The orientation shall be delivered by regional education services centers and shall be three hours in length.

SITTING MEMBERS All sitting Board members shall receive a basic orientation to the Texas Education Code and relevant legal obligations. The orientation will have special but not exclusive emphasis on statutory provisions related to Texas school district governance. The orientation shall be delivered by regional education services centers and shall be three hours in length. Topics shall include, but not be limited to, Texas Education Code, Chapter 26 (Parental Rights and Responsibilities), and Texas Education Code, Section 28.004 (Local School Health Education Advisory Council and Health Education Instruction). [See BDF, EHAA, and FNG]

LEGISLATIVE UPDATES After each session of the Texas Legislature, each Board member shall receive an updated session from a regional education service center or any registered provider to the basic orientation to the Texas Education Code. The update session shall be of sufficient length to familiarize Board members with major changes in the Education Code and other relevant legal developments related to school governance. A Board member who has attended a basic orientation session given by a service center that incorporates the most recent legislative changes is not required to attend an additional legislative update.

TEAM BUILDING The entire Board, including all Board members, shall annually participate with the Superintendent in a team building session facili-

tated by the regional education service center or any registered provider. The team building session shall be of a length deemed appropriate by the Board, but generally at least three hours. The purpose of the team building session is to enhance the effectiveness of the Board-Superintendent team and to assess the continuing education needs of the Board-Superintendent team. The assessment of needs shall be based on the framework for governance leadership and shall be used to plan continuing education activities for the governance leadership team for the upcoming year.

CONTINUING
EDUCATION

In addition to the orientation and team building training, all Board members shall receive additional continuing education on an annual basis, in fulfillment of assessed needs and based on the framework for governance leadership. [See BBD(EXHIBIT)] The continuing education sessions may be provided by the regional education service centers or other registered providers.

To the extent possible, the entire Board shall participate in continuing education programs together.

FIRST YEAR

In their first year of service, Board members shall receive at least ten hours of continuing education in fulfillment of assessed needs. Board members may fulfill up to five of the required ten hours of continuing education through online instruction, provided that the training is designed and offered by a registered provider, incorporates interactive activities that assess learning and provide feedback to the learner, and offers an opportunity for interaction with the instructor.

SUBSEQUENT
YEARS

Following the first year of service, Board members shall receive at least five hours of continuing education annually in fulfillment of assessed needs. Board members may fulfill the five hours of continuing education through online instruction, provided that the training is designed and offered by a registered provider, incorporates interactive activities that assess learning and provide feedback to the learner, and offers an opportunity for interaction with the instructor.

PRESIDENTS

The Board President shall receive continuing education related to leadership duties of the Board President as some portion of the annual requirement.

LOCAL TRAINING

At least 50 percent of the annual continuing education shall be designed and delivered by persons not employed or affiliated with the Board member's local school District. No more than one hour of the required continuing education that is delivered by the local District may use self-instructional materials.

BOARD MEMBERS
TRAINING AND ORIENTATION

BBD
(LEGAL)

19 TAC 61.1

SPECIFIC OPEN
MEETINGS TRAINING

Within 90 days after taking the oath of office, each Board member shall complete a course of training regarding the responsibilities of the Board and its members under Chapter 551 of the Texas Government Code. The office of the attorney general may provide the training and may also approve other acceptable sources of training.

Board members sworn in before January 1, 2006, must complete the training required by Government Code 551.005 before January 1, 2007.

Gov't Code 551.005

SPECIFIC OPEN
RECORDS TRAINING

Within 90 days after taking the oath of office or assuming duties as a public official, each Board member and public information coordinator shall complete a course of training regarding the responsibilities of the District and District officers and employees under Chapter 552 of the Texas Government Code. The office of the attorney general may provide the training and may also approve other acceptable sources of training.

A Board member may designate a public information coordinator to satisfy the training requirements of Government Code 552.012 for the Board member if the public information coordinator is primarily responsible for administering the responsibilities of the Board member or District under Government Code Chapter 552.

Board members and public information coordinators who have been sworn in or assumed duties before January 1, 2006, must complete the training required by Government Code 552.012 before January 1, 2007.

Gov't Code 552.012

ANNUAL COMPLIANCE
ANNOUNCEMENT

Annually, at the meeting at which the call for election of Board members is normally scheduled, the President shall announce the name of each Board member who has completed the required continuing education, who has exceeded the required hours of continuing education, and who is deficient in the required continuing education. The President shall cause the minutes to reflect the information and shall make this information available to the local media.

TRAINING DURING
MEETINGS

No continuing education shall take place during a Board meeting unless that meeting is called for the delivery of Board training. Continuing education may take place prior to or after a legally called Board meeting in accordance with the Government Code.

19 TAC 61.1

BOARD MEMBERS
TRAINING AND ORIENTATION

BBD
(LEGAL)

CONVENTIONS AND
WORKSHOPS

Board members may attend regional, state, or national conventions or workshops without such gatherings being construed as “meetings” under the Open Meetings Act. However, no formal action shall be taken at such conventions or workshops concerning District business, and any discussion of public business shall be merely incidental to the convention or workshop. *Gov’t Code 551.001(4)*

COMMENDATION

Annually, the State Board shall commend those Board-Superintendent teams that receive at least eight hours of the continuing education in the local orientation and team-building sessions as an entire Board-Superintendent team. *19 TAC 61.1*

Effective Board Practices: An Inventory for School Boards



Effective Board Practices:

An Inventory for School Boards



©2011 by the Texas Association of School Boards. All rights reserved.

Effective Board Practices: An Inventory for School Boards

Introduction	i
1. Planning and Governance	1
Vision	1
Goals	2
Achieving the Vision and Goals	2
2. Oversight of Management	5
Oversight and Superintendent Evaluation	6
3. Board–Superintendent Team Operations	9
Clarifying Assumptions and Expectations	9
Self-Assessment and Team Building	9
Ethics and Operating Procedures	9
Annual Board Activity Calendar	10
4. Advocacy	13
Developing Partnerships	13
Advocacy for the District with Other Elected Officials	14
5. Effective Board Practices: An Inventory for School Boards	15
Planning and Governance	15
Oversight of Management	19
Board-Superintendent Team Operations	20
Advocacy	22

Introduction

Every school board wants first and foremost to ensure that students in the district succeed at the highest levels possible. Every decision the board makes and all the resources it marshals for the district are ultimately intended to promote this end.

To be successful over the long haul in promoting increased student achievement, the board must govern with vision, knowledge, and consistency.

Effective boards are marked by certain characteristics:

1. *They have embraced a vision and a set of clearly defined priorities for the district that structure both the board's decision making and the work of the district staff.* Vision and goals ensure both the district and the board have a clear focus for their efforts. When well considered, a vision and goals can also energize the staff, the students, and the entire community to work together for the common good of the community's and its citizens' future.
2. *They have a clear picture of what their work entails.* That is, the board understands its job relative to the work of others and knows the tools at the board's disposal for performing the job.
3. *They have formalized their work.* That is, the board has developed and follows clearly defined procedures and schedules for doing its work.
4. *They foster, through their own practices, the free flow of information within the community.* The free flow of information ensures the community is informed about and involved in the district's efforts to make its vision a reality.



All boards embody these characteristics in some measure. But truly effective boards—those that have positioned themselves to contribute consistently to increased student achievement—have institutionalized certain practices to make sure the tasks that promote improvement are performed regularly, consistently, and effectively.

Effective Board Practices: An Inventory for School Boards examines how fully the board currently embraces these characteristics of effectiveness. It lists practices in four areas that are the foundations for embodying the characteristics. If the board ignores the

practices listed here or performs them only perfunctorily, its capacity for leadership and the district's capacity for sustained improvement are left to chance and haphazard action. If it embraces them fully, the board will be positioned to make a consistent and sustained contribution to increased student achievement.

The Inventory is intended in large measure as a *planning* tool for boards that want to move to a higher level of effectiveness. *Very few boards are expected to be able to check off all the items on the Inventory in their initial review.* In fact, many boards will be able to check off only a handful. Inability to check off many items on the list does not mean the board is doing a poor job. It means only that the board may not be in a position to sustain its success over the long run. By incorporating more of the practices into its standard operations, the board will be providing both the district and the community with important vehicles for continued success.

Before checking your board's practices against the Inventory, be sure to read the pages that follow. These pages provide insight into why each of the activities is important. For more information about different activities contained in the Inventory, check the TASB Web Site at LTS.tasb.org/resources. This resources section contains information about the Inventory and other information about best practices in governance and oversight.

Working as a corporate board to secure the best education for the children of the community is a far more difficult task than it may seem to the average community member. The Inventory can help your board make sure its work is structured to promote both board and district success.

1. Planning and Governance

The primary way a school board governs a district is by setting direction for the district—articulating the culture it wants the district to embody, establishing the outcomes the board would like the district to achieve, and expressing and supporting the aspirations of the community for the future of its children. The most efficient vehicles for doing this are a clearly articulated vision and both annual and long-term goals. The goals give staff clear direction in achieving the district vision. Without a well-formed vision and goals there can be a lack of a clear sense of purpose and direction in the district. A clear district vision and goals coordinate the decisions and focus of the district staff.

It is important that the board and superintendent ensure that a vision and goals are in place for the district and that they use them to guide their own work and the decisions they make. In doing so, the board-superintendent team expresses its commitment to the vision and goals and ensures that they are used to coordinate the efforts within the district.

Vision

A vision statement outlines an ideal picture of what is desired for the district in the long term. It should be attainable and cause the district to reach beyond where it is currently. A well-formed vision statement is written and usually speaks to what is desired for the students, their learning environment, and the community.

A good vision statement should energize the board-superintendent team and the district staff. It should go beyond platitudes or generic statements and express the real aspirations of the community for the future of its children. Because the vision statement is really a statement of community aspirations, the board-superintendent team, which has been entrusted by the community to articulate and follow through on these aspirations, may want to solicit input from the staff and community when the vision is being developed. This will make the vision broader and will increase the support by the community and staff for its long-term attainment.

Even though a good vision statement may be useful for many years, it should be reviewed periodically and updated as needed. A good rule of thumb is to review the vision statement at least every five years. Some districts choose to review their vision statement more frequently.



Goals

District goals are more specific than a district vision. They can be short- or long-term and are focused on the results the district's leaders would like as part of the effort in achieving the vision. The goals address the issues the board would like the district's staff to spend special time, effort, and resources on in the coming year and in the long term. The board uses these goals to assess its decision making. The administration should use the goals to set work priorities for itself and the staff.



When setting goals, it is important that the board look comprehensively at the needs of the district and choose priorities carefully. To do this, the board needs the input of the superintendent and staff when setting district goals.

In addition to goals, the board must adopt student performance objectives each year. These objectives are related to the measures in the Academic Excellence Indicator System (AEIS). These objectives address specific and important student achievement measures. While these student performance objectives are required by law, they may not fully reflect the board's top priorities for the district. It is common for a district to have a set of district goals (three to eight is a common number) along with performance objectives related to the AEIS. Some of those goals may pinpoint aspects of the student performance objectives the board feels deserve special attention.

For each goal that is developed, there should be specific criteria included. These criteria help clarify what is expected by those charged in achieving them. Without clear criteria for achieving goals, staff may become confused about what specifically is expected.

District goals can be developed in a number of different ways. They can be developed by the board and the superintendent and possibly the inclusion of some other key administrators. In some districts, other staff members and/or parents may be involved in the development of the district goals. In others, district goals are developed by the administration and given to the board for its consideration and adoption.

Regardless of how the goals are developed, it is important that the board be fully committed to them. To ensure that the goals consistently represent the priorities of the district, it is important that the board take some action on them annually. This can include the board's reviewing, revising, and readopting the goals.

Achieving the Vision and Goals

The district's vision and goals should be consistently on the board's mind. The board should take no action on major items without first formally questioning what, if any, effect it will have on the district moving forward toward accomplishing its goals.

One of the ways the board can monitor the advancement of district goals is by focusing the superintendent's evaluation process on the attainment of the district goals. To do this the board will want to develop superintendent performance goals. These performance goals clearly articulate what the board wants to see the superintendent focusing his or her time on to achieve the district goals. If the board is clear in its expectations, it is more likely that the superintendent will devote significant time in ensuring the district's priorities are achieved.

As part of the process of developing superintendent performance goals, the board should request scheduled periodic reports from the superintendent. These reports are designed to give the board information on what the superintendent and staff are doing to ensure progress is being made on specific district goals. Another of the things the board must do to ensure the successful completion of district goals is to adopt a budget that adequately funds the district's priorities. The board needs to ask questions about the adequacy of funding for district goals of the superintendent when he or she presents the budget. If the goals are adequately funded, the likelihood of their being achieved is far greater than if they are underfunded.

The Planning and Governance items in the Inventory will assist the board in knowing if it has fully incorporated effective practices into its routine operations.

2. Oversight of Management

Clearly defining and respecting the differences between the board's and superintendent's roles are crucial to avoiding misunderstandings, inefficiency, and possible conflict between the board and superintendent. Texas statute assigns to the board the task of "overseeing the management of the district." The task of managing the district is assigned to the superintendent, who is the chief executive officer of the district. Understanding the difference between these two functions is absolutely essential.

A simple but effective way to characterize these two distinct activities is as follows:

Management consists of three activities:

- Putting plans, procedures, programs, and systems in place to achieve a clearly defined, desired result
- Monitoring those plans, procedures, programs, and systems against appropriate benchmarks or measures of effectiveness
- Changing the plans, procedures, etc., if they are not proving successful in achieving the desired result



Oversight of management consists of three related activities:

- Making sure there are clearly defined, desired results in place for the major areas under management
- Making sure the clearly defined, desired results are appropriate
- Making sure that plans, procedures, programs, or systems are in place, that they are monitored, and that they are changed if necessary

One sometimes hears about board efforts to "micromanage" the district. Micromanagement by boards, when it occurs, is usually a product of the failure of the board and superintendent to adequately and explicitly discuss and define the difference between management and oversight of management. Micromanagement by individual trustees usually occurs when the board has not fully established appropriate vehicles for the board to oversee management as a body corporate.

In essence, the superintendent is responsible for systematically managing the district by ensuring plans, systems, and procedures exist, are monitored, and adjusted as necessary. The board's oversight function is to ensure that the superintendent is systematically managing the district by doing these things.



As the manager of the district, the superintendent should ask and answer certain questions about the major areas of district operations. “What are we trying to accomplish in this area of district operations?” “How can we assess whether or not we are succeeding?” “What standard of performance are we aiming at?” Some of the areas of operations the superintendent should be asking these questions about include maintenance, transportation, food services, human resources, and curriculum development and assessment, among others. Another important part of the superintendent's job is determining how to measure and assess the effectiveness in each of these areas.

The board, in its oversight role, will want to ensure that the superintendent is clear on what the measures for success or standards are for all of the major areas of district operations. To do this, the board should to be systematically briefed by the superintendent about key operational areas. These periodic briefings should include what the measures of success are in the different operational areas and how well the district is doing in meeting these measures. By understanding the standards, the board can use this information to guide its deliberations on budgets, policy, and other issues related to operations that come before the board. The briefings about the operational areas will help the board understand what areas need improvement so it can make decisions to support those areas as needed.

Systematic management by superintendents will compel better decision making and should discourage second guessing by the board. Second guessing the superintendent's individual management decisions by the board is counterproductive and does not further the cause of good management or good oversight of management over the long term.

Oversight and Superintendent Evaluation

The board's annual evaluation of superintendent performance should focus foremost on the superintendent's success in meeting priority performance goals discussed in the Planning and Governance Section above. These goals should be tied to district goals, including those that address student achievement. The focus of priority performance goals should be how well the superintendent has done in moving the district forward in achieving the district's goals.

In addition, however, the board will want to evaluate the superintendent's success in systematically managing the district. Items on the evaluation document that target systematic management should focus on how well the superintendent has done in putting plans, programs, and procedures in place to achieve desired results in the major areas of district operations; whether the standards are appropriate; how effectively the plans are monitored; and whether data from the monitoring is used to plan improvements.

This approach offers a suitable avenue for assessing oversight of management. It discourages the common tendency among boards to focus on management style in the evaluation instead of on recognizing where the superintendent is effectively performing the basic tasks of systematic management.

The Oversight of Management items in the Inventory will assist the board in knowing if it has fully defined with its superintendent the respective roles of the board and superintendent in this crucial area of district operations.

3. Board–Superintendent Team Operations

Clarifying Assumptions and Expectations

Local school boards are expected to work as a body corporate in making decisions. To do this well, the board must set shared and clear assumptions and expectations for the group’s work to function in this unique way. Several tools and practices exist to help clarify the work and expectations of the board-superintendent team. These include team building, a code of ethics, written board operating procedures, and a board activity calendar. These practices and tools can help clarify the work of the board-superintendent team. Working as a body corporate demands that the members agree on procedures in advance, since no one member has the authority to dictate or decide for the entire team. Personal conflicts will decrease and the possibility of the board’s success will increase as each member gains familiarity with his or her colleague’s intentions, expectations, and assumptions.



Self-Assessment and Team Building

Any organization that expects to operate effectively will periodically engage in some form of self-assessment. Conducting a self-assessment is an opportunity for the board to evaluate how well it has done in functioning as a body corporate. Completing a self-assessment as part of the annual team-building requirement is an opportunity for the board and superintendent team to determine what needs to be improved to function more effectively in the future. It is important that expectations and standards on how to improve the team’s practices and behaviors are clearly articulated during this process.

Ethics and Operating Procedures

Two good ways for a board to clarify assumptions and expectations are to adopt a code of conduct or statement of ethical principles and written board operating procedures. Statements of ethical principles help to articulate ideal behavior and are intended to guide board members’ actions. Discussion by board members about what to include in a code of conduct and in a set of operating procedures can help the members of the team further understand the expectations, priorities, and motivations among members of the board. These types of discussions can help identify possible sources of conflict in the future and reduce their likelihood.

Written board operating procedures are intended to define clearly how to carry out regular board tasks. Many people wrongly assume that the way to perform routine tasks is commonly known and understood by all members of the board. This is an incorrect assumption and often contributes to inefficiency, inconsistency in trustee actions, and failure to carry out important tasks.



New board members and new superintendents often find written operating procedures to be very helpful. They help new members of the team understand the operations of the team in an efficient and useful manner. Lack of operating procedures can cause new members to learn by trial and error.

Operating procedures should be reviewed at least once a year to make sure they are still benefiting the team. Of course, procedures can be reviewed and updated at any time the board believes it is necessary. The review needn't be extensive, but members should have an opportunity to comment on any procedures they think can be improved. Many board-superintendent teams like to review and discuss their procedures after board elections or when new board

members join the team. The discussion can form part of their required orientation to the local district. A more thorough review, including development of additional, needed procedures, is one option for the annual team-building session.

It is important that all members of the board reach consensus on the language for board operating procedures and a code of ethics when they are being developed and updated. The process in reaching consensus requires discussion that further clarifies expectations and assumptions. The consensus process increases the value of these types of documents and the level of commitment to them by members of the board-superintendent team.

Annual Board Activity Calendar

Another tool that is helpful to maintain smoother board-superintendent operations is a written board activity calendar. This calendar outlines the key tasks and commitments the board will be responsible for throughout the year. Ideally the calendar will also include details about the types of information and reports the board will receive and take action on during the year.

A written board activity calendar serves several purposes. Among them, it does the following:

- Helps the board, especially new board members, know what to expect at any given time of year
- Ensures the board does not overlook any major responsibilities
- Helps the board prepare in advance for the regular tasks an effective board performs

- Assists the board and administration in judiciously scheduling their work, including developing agendas
- Ensures the board receives the regular information on district progress and operations success

Board activity calendars can take many different forms. The bottom line is that the calendar be (1) comprehensive, (2) consulted regularly in planning the board's work, and (3) followed. The calendar should be reviewed and updated at least once a year, or whenever necessary, to ensure that it is accurate and up-to-date. One of the times to consider reviewing the calendar is after board elections or any time new members join the board-superintendent team.

The Board-Superintendent Team Operations items in the Inventory will assist the board in knowing if it has in place and appropriately used the tools that promote efficiency in its own operations.

4. Advocacy

The school board is entrusted with the education of the children of its community. One of the things that the board does to advance this aim is to advocate for the district within the community and beyond.

Within the community, the board should take an active role in generating support for the district. This can be done in a number of ways. First, board members need to listen to what is going on in the community. Next the board needs to ensure that the community is aware of what is happening in the district. They can do this by ensuring that the community and staff are aware of the district’s vision and goals, among other things. Some boards go a step further by inviting a broad range of community and staff members to participate in the development and/or revision of the district’s vision and goals.

The board makes sure that the superintendent and staff have a plan in place to keep the community and staff aware of what is happening in the district. The superintendent should keep the board informed regularly about how the community and staff are being kept aware of district issues.

Developing Partnerships

School board-superintendent teams that wish to build partnerships with their communities have to plan for it. Partnerships must be grown in a systematic way. Therefore, it is important that the board ensure that a plan is in place to develop partnerships. In addition to relying on the superintendent and staff to implement a plan, the board will want to decide what the board itself can do to build partnerships. Whether the goals of a partnership are to share resources between the schools and a municipality, find tutors for students, or raise funds, the board as a body corporate and board members individually can be very helpful in developing these relationships. To ensure that the board is engaged in the process of building partnerships with the community, it is important that the board has a plan in place to hold itself accountable. This plan should include what the board members will do to assist in the development of partnerships. Additionally, the board will want to note on its board activity calendar when it will review progress.



Advocacy for the District with Other Elected Officials

School boards have an important responsibility to advocate for the district with legislators and other elected officials. Since school board members are entrusted by the local community with the interests of students of their district, they need to remember that occasionally they need to promote those interests with other elected officials. The board should plan for how it will represent the district. The plan for advocating for the district should be written and should list the activities the board as whole, individual board members, and the superintendent will undertake to gain support for the district.

Since board members are elected, they often have more influence over legislators and other publically elected officials than individuals or special-interest groups. Therefore, it is important that the board is actively involved in the process of advocating for the district. Some things that board members can do to advocate effectively for their district include keeping in touch with their legislators, inviting legislators to visit their districts, and encouraging the communities to contact legislators before crucial votes.

To ensure that the board is actively involved in advocating for the district, it should consider making it a long-term commitment. It is helpful for the board to review its advocacy activity on a regular basis. The board should review this activity at least every two years and make adjustments where necessary.

The Advocacy items in the Inventory will assist the board in knowing if it is taking all the steps necessary to have an effective advocacy program for the district.

5. Effective Board Practices: An Inventory for School Boards

Note that in the Inventory checklist, to respond to each of the numbered and shaded statements, please review the lettered criteria first. Each criteria item should be marked “Yes,” “No,” or “Unsure.” After responding to the criteria statements, respond to the numbered main item. The “Yes” response should be marked for the main item only if all the criteria received a “Yes.” Otherwise, “No” or “Unsure” is the appropriate response.

After individual members have completed the inventory, it is important that the entire board-superintendent team discusses the results together, reaches consensus on the rating of each item, and determines the next steps the team will take in improving its performance.



Planning and Governance

1. A vision statement is in place for the district.

<p>1.1 The vision statement meets the criteria for a well-developed vision statement listed in the supporting materials.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>	<p>Unsure</p> <input type="checkbox"/>
<p><i>You can check “Yes” for the above item if you check “Yes” to all the criteria below:</i></p>			
<p>a. Your vision statement is written.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>	<p>Unsure</p> <input type="checkbox"/>
<p>b. It lists or describes desired qualities for at least each of the following: students of the district, the community, and the schools in the district.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>	<p>Unsure</p> <input type="checkbox"/>
<p>c. Staff and community input was solicited in some fashion and was considered.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>	<p>Unsure</p> <input type="checkbox"/>
<p>d. All current members of the board and the superintendent have agreed, in a formal adoption or readoption by the board, to be guided by the vision.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>	<p>Unsure</p> <input type="checkbox"/>

1.2	The board reviews and readopts the vision through formal board action.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>				
a.	The board has formally adopted or readopted its vision statement within the last five years.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b.	The board's annual calendar of activities or another written document clearly specifies when the vision statement will next be considered for review.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

1.3	The vision is disseminated throughout the district.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>				
a.	The vision statement is clearly posted in the board meeting room or copies are available at each meeting.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b.	The vision statement is available on all campuses and all staff members have been informed about it.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

2. A comprehensive statement of goals for the district is in place.

2.1	The board adopts or reaffirms a comprehensive list of district goals each year through formal board action.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>				
a.	The board formally adopted or reaffirmed a list of goals within the past 12 months.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b.	Workshop documents from the goal-setting process indicate the board considered a broad range of district issues and student achievement measures before limiting the goals to those included in its list.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
c.	Each member of the board can state in general terms the substantive content of current goals.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
d.	The board can point to specific, written criteria that will be used to assess whether the district is succeeding in reaching its goals.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

2.2 Mechanisms for disseminating the goals for the district are clearly identified and in writing. Yes No Unsure

You can check “Yes” for the above item if you check “Yes” to all the criteria below:

a. Current goals are either posted in the board room or made available to the audience at board meetings. Yes No Unsure

b. The goals are available on all campuses and the district Web site, and all staff members have been informed about them. Yes No Unsure

2.3 The board is familiar with administration’s written plans for accomplishing the goals. The plans include time lines for implementation, specific mechanisms for assessing the effectiveness of the plans, and specific times for reporting to the board on progress. Yes No Unsure

You can check “Yes” for the above item if you check “Yes” to all the criteria below:

a. The board has looked at copies of, or been formally briefed about, the administration’s plans for accomplishing the current district goals. Yes No Unsure

b. The written plans state what results the board will see after implementation and include time lines for implementation, procedures for assessing effectiveness, and a schedule for progress reports to the board. Yes No Unsure

3. Board actions reinforce the central importance of the goals to the work of the district.

3.1 Deliberation on major items before the board routinely includes a discussion of the recommended action’s impact on meeting district goals. Yes No Unsure

You can check “Yes” for the above item if you check “Yes” to all the criteria below:

a. Board agenda materials routinely summarize the impact agenda items will have on the achievement of current goals. Yes No Unsure

b. Board deliberations routinely include an acknowledgement of whether the given agenda item directly or indirectly supports a district goal. Yes No Unsure

3.2 The board’s superintendent evaluation instrument and process focus first and foremost on the superintendent’s success in addressing the board-adopted goals. Yes No Unsure

You can check “Yes” for the above item if you check “Yes” to all the criteria below:

a. Board agenda materials or minutes indicate the board formally adopts written priority performance goals for the superintendent at the beginning of the evaluation cycle. Yes No Unsure

b. The majority of the priority performance goals for the superintendent are clearly derived from current or former district goals. Yes No Unsure

c. The board’s regularly scheduled formative and summative evaluation conferences begin with reports by the superintendent on actions taken in support of the priority performance goals or with summaries of reports provided earlier. Yes No Unsure

3.3 The board’s budget review process specifically identifies how goals are funded in the proposed budget, whether funding is adequate, and whether funding priorities are consistent with board-adopted goals. Yes No Unsure

You can check “Yes” for the above item if you check “Yes” to all the criteria below:

a. Board agenda materials or minutes indicate that the board annually discusses budget priorities with the superintendent in advance of the superintendent’s budget preparation. Yes No Unsure

b. Budget review materials used in adopting the current district budget clearly identify the funding associated with each district goal. Yes No Unsure

4. The board monitors plan implementation and district success in a formal, scheduled manner.

4.1 Time lines in the plans for reporting to the board are incorporated into the board’s annual activity calendar and included on appropriate monthly agendas. Yes No Unsure

You can check “Yes” for the above item if you check “Yes” to all the criteria below:

a. Board agendas or minutes from the past 12 months indicate the board received and formally discussed at least one report of progress on district goals. Yes No Unsure

b. The board’s calendar for the coming year lists the months in which reports on goal implementation will be provided. Yes No Unsure

Oversight of Management

5. Goals, performance standards, and/or benchmarks have been established for major aspects of district operations.

5.1 The board receives information annually from the superintendent on the goals, standards, or benchmarks the administration uses to assess effectiveness for the major areas of district operations. Yes No Unsure

You can check "Yes" for the above item if you check "Yes" to all the criteria below:

a. Board agenda materials or minutes from the past 12 months indicate the board and superintendent formally discussed goals, standards, or benchmarks the superintendent uses in assessing operational effectiveness in major areas. Yes No Unsure

b. The board can point to a document or documents outlining the measures used by the administration to assess success in at least three major areas of district operations. Yes No Unsure

5.2 The board receives regular, scheduled updates on operations effectiveness as measured against standards or benchmarks. Yes No Unsure

You can check "Yes" for the above item if you check "Yes" to all the criteria below:

a. Board agenda materials or minutes indicate that the board received a report on operations success relative to established standards or benchmarks within the last 12 months. Yes No Unsure

6. The board is familiar with the broad outlines of the systems the superintendent has put in place to manage district operations.

6.1 The board and superintendent have a schedule for periodic updates on major management systems in the district, including presentations on how benchmark data is used to plan improvements. Yes No Unsure

You can check "Yes" for the above item if you check "Yes" to all the criteria below:

a. Board agenda materials or minutes indicate the board received a briefing on at least one major management system within the past 12 months. Yes No Unsure

b. The board can point to a document with a schedule for briefings on major management systems. Yes No Unsure

6.2 The board’s evaluation of the superintendent’s performance in district operations focuses on the superintendent’s establishing appropriate measures and standards of performance for major district operations, monitoring success, and using data for improvement.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check “Yes” for the above item if you check “Yes” to all the criteria below:</i>			
a. Exclusive of priority performance goals, items on the board’s evaluation instrument focus on whether appropriate performance standards are in place for major areas of district operations, whether the standards are being monitored, and whether they are being met.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

Board–Superintendent Team Operations

7. The board and superintendent team regularly checks expectations and assesses board-superintendent operations.

7.1 The board and superintendent participate in an annual team-building activity.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check “Yes” for the above item if you check “Yes” to all the criteria below:</i>			
a. Board agenda materials or minutes indicate the board and superintendent participated together in a team-building session or self-assessment discussion during the past 12 months.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b. Written documents or reports from the team-building session indicate the session included review of actual board practices and behaviors and resulted in agreements about future operations.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
c. Board agenda materials, board minutes, or documents related to the most recent team-building session indicate the board formally discussed continuing education needs as a part of its team-building activity.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
d. The board can point to written plans for continuing education for its members that include, at a minimum, the topics to be addressed.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

7.2 The board has adopted and annually reaffirms an ethics statement or code of conduct for board members. Yes No Unsure

You can check “Yes” for the above item if you check “Yes” to all the criteria below:

a. The board can point to a code of conduct or ethics statement that has been formally adopted by the board. Yes No Unsure

b. Board agenda materials or minutes indicate the statement has been affirmed by all current members of the board, or the board’s calendar of activities includes reaffirmation of the ethics statement or code of conduct as an agenda item within the next six months. Yes No Unsure

8. Written operating procedures for the board and superintendent are in place.

8.1 A written annual calendar of board events, outlining major board activities by month, is in place. Yes No Unsure

You can check “Yes” for the above item if you check “Yes” to all the criteria below:

a. All members of the board have copies of a written, 12-month calendar on which major board responsibilities have been scheduled. Yes No Unsure

b. At least 75 percent of the board tasks on the calendar for the past 12 months were performed in the months scheduled or were rescheduled on the calendar for another specific time. Yes No Unsure

8.2 Operating procedures are codified in a written board-superintendent procedures document; new board members are oriented to operating procedures within the first 60 days of service. Yes No Unsure

You can check “Yes” for the above item if you check “Yes” to all the criteria below:

a. The board can point to written board operating procedures. Yes No Unsure

b. The operating procedures are stated in terms of observable actions: what the board, trustee, or superintendent is actually expected to do or not do. Yes No Unsure

c. Any members who have joined the board-superintendent team within the last 12 months have copies of all written board operating procedures. Yes No Unsure

8.3 An annual review of operating procedures is included on the board activity calendar.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>			
a. Board agenda materials, minutes, or other documents indicate the board and superintendent have formally discussed operating procedures within the past 12 months.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b. The review of operating procedures usually occurs in the same month each year.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

Advocacy

9. The board is an active advocate for the district within the community.

9.1 The board has an active plan for its generating support for the district, its vision, and its goals with patrons, the business community, and other organizations in the area.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>			
a. The plan is written and reviewed each year.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b. The plan lists activities the board members themselves or the board as a whole will do to generate support and partnerships within the community.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
9.2 The board reviews board and board member success in generating support for the district annually.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
<i>You can check "Yes" for the above item if you check "Yes" to all the criteria below:</i>			
a. The board's activity calendar includes a month in which this review takes place.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>
b. Agenda materials, workshop materials, or minutes from the last 12 months indicate that board discussed the success of its plan and its efforts.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Unsure <input type="checkbox"/>

10. The board is an active advocate for the district with other elected officials.

10.1 The board has an active plan for advocating for the district's interest with legislators and other elected public officials. Yes No Unsure

You can check "Yes" for the above item if you check "Yes" to all the criteria below:

a. The plan is written and reviewed at least every two years. Yes No Unsure

b. The plan lists activities the board members themselves or the board as a whole will do to support the district's interest before legislators and other elected public officials. Yes No Unsure

10.2 Every two years, the board reviews board and board member success in advocating for the district with legislators and other elected officials. Yes No Unsure

You can check "Yes" for the above item if you check "Yes" to all the criteria below:

a. The board's activity calendar includes a month in which this review takes place. Yes No Unsure

b. Agenda materials, workshop materials, or minutes from the last 24 months indicate that board discussed the success of its plan and its efforts. Yes No Unsure

Notes:

Notes:

Notes:



Texas Association of School Boards

Agenda Item Summary Sheet (9 A)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Personnel	Consider approval of probationary contracts for new personnel.
Summary	<p>Recommendations will be presented to fill the following position(s):</p> <ol style="list-style-type: none">1. Third Grade Classroom Teacher – new position.2. High School Social Studies Teacher – fill vacancy created by the death of Betty Thomas. <p>Personnel Recommendation Data Summary Sheets will be furnished for each candidate that is being recommended.</p>
ECISD Board Policy	DCA (LEGAL). EMPLOYMENT PRACTICES: PROBATIONARY CONTRACTS
Effective Date	September 20, 2011
Previous Board Action	None.
Future Action Expected	Contract renewals will be considered next March.
Background Information and Significant Issues	A probationary contract employee may be terminated at the end of the contract period if the Board determines that such termination will serve the best interests of the District. The Board shall give the employee notice of its decision to terminate the employment not later than the 45 th day before the last day of instruction required under the contract. The Board's decision to terminate a probationary employee at the end of a contract period is final and may not be appealed.
Fiscal Impact	Salary and Benefits
Student and Public Benefit	We are ethically bound to provide the best instructors possible for the children we serve.
Procedural and Reporting Implications	Probationary contracts will be issued following action by the Board.
Public Comments	None.

Alternatives

None.

Other Comments and Related Issues

In some cases members of the Board may need to abstain from voting on some employees due the nepotism laws. Rules regarding nepotism may be reviewed at ECISD policy DBE (LEGAL). EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: Nepotism

The nepotism prohibitions described in this policy shall not apply to the confirmation or appointment of an individual to a position if the individual is employed in the position immediately before the election or appointment of the Trustee to whom the individual is related in a prohibited degree and that prior employment is continuous for at least thirty days if the Trustee is appointed; or six months if the Trustee is elected.

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

Attachments

Personnel Recommendation Data Summary Sheets (not released to public)

Contact Person(s)

Mark Pool, Superintendent of Schools
Mauri Couey, Hutchins Elementary Principal
Rich DuBroc, High School Principal

Action Required

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

Superintendent's Recommendation

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

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (9 B)
Meeting Date: September 20, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Personnel	Consider Approval of a New Personnel Position – Middle School Special Education Inclusion Teacher.
Summary	Rich DuBroc and Dan Hammock are requesting approval from the Board for an additional special education inclusion teacher at the Middle School to be funded with Fund 313 special education funds.
ECISD Board Policy	DCA (LEGAL). EMPLOYMENT PRACTICES: PROBATIONARY CONTRACTS
Effective Date	September 20, 2011
Previous Board Action	None.
Future Action Expected	Approval of personnel to fill the position.
Background Information and Significant Issues	<p>Last year when we reduced staff one of the positions that we did not replace was a middle school special education inclusion teacher. At that time we anticipated combining reading with English Language Arts, which would then only require one inclusion teacher for each core curriculum content area (ELA, mathematics, science and social studies), rather than one inclusion teacher for each core curriculum content area plus reading. Later, the decision was made not to combine reading with English Language Arts.</p> <p>In addition, one of the inclusion teachers was selected as the AVID class teacher.</p> <p>Two of our special education teachers are also coaches.</p>
Fiscal Impact	Salary and Benefits funded through special revenue Fund 313 special education funding.
Student and Public Benefit	Special education students will be better served by the addition of an inclusion teacher.
Procedural and Reporting Implications	If approved, the new position will be posted for ten days.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • Email from Rich DuBroc • Inclusion Teacher Schedule
Contact Person(s)	<p>Dan Hammock, Director of Special Education Rich DuBroc, Middle School Principal</p>
Action Required	Motion, second and majority vote to approve administration's request for additional personnel.
Superintendent's Recommendation	<p>I recommend that you approve administration's recommendation for an additional personnel position.</p> <p>Mark Pool, Superintendent of Schools</p>

Mark Pool

From: Rich Dubroc
Sent: Tuesday, September 20, 2011 12:42 PM
To: Rich Dubroc; Mark Pool
Cc: Terese Faas; Dan Hammock
Subject: RE: Inclusion Teacher

Please note that the red number on each period of the inclusion schedule represents the number of inclusion students in that class.

Rich DuBroc
Principal, El Campo High School
Phone: 979 543 6341
Fax: 979 543 2528

Earn and give respect,

Commit to excellence,

Honor yourself and others, and

Success will follow.

From: Rich Dubroc
Sent: Tuesday, September 20, 2011 12:41 PM
To: Mark Pool
Cc: Terese Faas; Dan Hammock
Subject: Inclusion Teacher

Attached is a copy of the proposed schedule for our inclusion teachers at ECMS. Please note that Math-Lucky is the position we are asking for (we thought we might need a little luck to get the position). If you were to remove Math-Lucky from the inclusion schedule you will see that there is no way to effectively cover the classes and the inclusion students in them. We had hoped to be able to absorb the loss of the teacher from last year by having one inclusion teacher cover the ELA and Reading classes. This did not work and is proving to be a problem in the classroom for our students and the core teacher. I am now of the opinion that if we want to continue to see academic gains from our inclusion students, we will need an inclusion teacher in each our inclusion classes. Please let me know if you need any additional information.

Rich DuBroc
Principal, El Campo High School
Phone: 979 543 6341
Fax: 979 543 2528

2011-2012 Inclusion Schedule

Period	English – McMillian	Reading – Workman	Math – Lucky	Science – Mauch	Social Studies - Savino
1 st	Willis 6	Merta 4	Bullard 6	Mathews 6	Strarup 6
2 nd	Gadeke 5	Willis 5	Bullard 6	Mathews 6	Peterson 6
3 rd	Conference	Willis 8	Staff 5	Rodriguez 5	Hiltpold 5
4 th	Willis 10:40-11:28 8	Gwosdz 1040-11:28 3	Supak 10:40-11:28 5	Faas 4	Conference
5 th	Lunch 11:32-12:02	Lunch 11:32-12:02	Conference	Faas 11:32-12:20 9	Rodriguez 1132-1220 3
	12:06-12:58 ISS	Wilson 12:06-12:54 9		Lunch 12:24-12:54	Lunch 12:24-12:54
6 th	Wilson 12:58-1:46 9	Gwosdz 12:58-1:46 5	Priesmeyer 1224-112 8	Avid 12:58-1:46	Smith 12:58-1:46 3
7 th	Reading Strategies	Horak 1:50-2:38 2	Lunch 1:16-1:46	Conference	Jung 9
			Gaines 1:50- 2:38 3		
8 th	Horak 2	Conference	Life Skills 1	Athletics	Hiltpold 7