

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 December 13, 2011, beginning at 7:00 PM in the Boardroom, 700 W. Norris, El Campo, TX 77437.

The subjects to be discussed are as listed below.

1. Public Comment	
2. Consent Agenda	
3. Business and Operations	
A. Consider Approval of Annual Financial Audit and Compliance Report	3
4. Closed Session:	
5. Call to Order/Opening Prayer/Pledge of Allegiance	
6. Public Hearing on Consolidation of Polling Places	5
7. Public Hearing on Internet Safety Policy and Acceptable Use Policy	8
8. Recognition	
9. FFA Leadership Development Teams	10
10. Governance	
A. Consider Approval of the Minutes	12
1. November 15, 2011 - Regular Meeting	14
11. November 29, 2011 - Board Training Workshop for Mandatory Team of Eight Training	17
12. Consider Approval of TASB Policy Service Localized Policy Update 91	18
13. Business and Support Services	
14. Annual Review of District Technology Plan	20
15. Review of Monthly Financial Reports	41
16. Review of Quarterly Investment Reports	49
17. Review List of Checks Written for the Month of November, 2011	64
18. Personnel	
19. Curriculum and Instruction	
A. Review of Career and Technology Staffing and Enrollment	
20. Students	
21. Curriculum and Instruction	
22. Governance	
A. Review of Revised Policy EHBB (LOCAL)	66
B. Formal Announcement of Board Training Hours of Individual Trustees for 2011	71
23. Consider Approval of Resolution to Consolidate Polling Places	84
24. Review TASB Policy Services Localized Policy Update 92	89
25. Set Date for a Special Meeting to Conduct the Annual Summative Performance Evaluation of the Superintendent	

26. 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
 27. Personnel
 28. Review of Superintendent Evaluation Process
 29. Superintendent's Report
 - A. Governance
 - B. Personnel
 - C. Community and Governmental Relations
 30. Business and Support Services
 31. Curriculum and Instruction
 32. Students
 33. Adjournment
-

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

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on December 9, 2011 at 2:00 p.m.

For the Board of Trustees

Agenda Item Summary Sheet (5 A)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Business and Operations	Consider approval of Annual Financial Report for Year Ended August 31, 2011
Summary	A representative of Belt Harris Pechacek, LLLP, <i>Certified Public Accountants</i> will attend the meeting to present the Independent Auditor's Annual Financial Report for the Year Ended August 31, 2011.
ECISD Board Policy	CFC (LEGAL), ACCOUNTING: AUDITS, ANNUAL AUDIT
Effective Date	<p>The Annual Financial Audit is for the Fiscal Year, September 1, 2010 through August 31, 2011. This audit becomes the official record of the District once it has been accepted by the Board and signed by the Board President and Board Secretary.</p> <p><i>According to ECISD policy, a copy of the annual audit report, approved by the Board, shall be filed with TEA not later than the 150th day after the end of the fiscal year for which the audit was made.</i></p>
Previous Board Action	None
Future Action Expected	None
Background Information and Significant Issues	None.
Fiscal Impact	The cost of this year's audit was approximately \$17,200; compared to approximately \$10,500 in 2005. Projected cost for next year is \$19,700; and in 2013 the projected cost is \$22,200
Student and Public Benefit	An annual financial and compliance audit provides complete disclosure to the taxpaying public of the District's financial status and compliance with state and federal financial accounting and reporting requirements.
Procedural and Reporting Implications	A copy of the annual audit report must be filed with the Texas Education Agency.
Public Comments	None.

Alternatives	None
Other Comments and Related Issues	None
Attachments	<ul style="list-style-type: none"> • A <i>DRAFT</i> copy of the Annual Financial Report will be provided under separate cover.
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	<p>Following the report, the Board must certify the annual financial report as reviewed and either approved or disapprove. A motion, second and majority vote is required for either of these actions.</p> <p>If the Board disapproves the auditor's report, the reason(s) for disapproval must be reported to TEA.</p>
Superintendent's Recommendation	<p>I will have a recommendation at the meeting after I have had the opportunity to review the report.</p> <p>Mark Pool, Superintendent of Schools</p>

Agenda Item Summary Sheet (2 A)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Information Only

Public Hearing	Consolidation of Polling Places
Summary	<p>At the regular board meeting on November 15, 2011, the Board tabled action on a proposed resolution to consolidate the Glen Flora Fire Station polling location with the El Campo Fire and EMS Building polling location in the City of El Campo. At the request of Trustees, this public hearing was called to accept input on this proposed change before considering the resolution.</p> <p>A memorandum of notification of this public hearing was mailed to each of the 533 registered ECISD voters in Precinct 202.</p>
ECISD Board Policy	None.
Effective Date	December 13, 2011
Previous Board Action	At the regular meeting on November 15, 2011, the Board tabled action on the proposed resolution to consolidate polling locations and requested that a hearing be called to hear public comments on this proposed action.
Future Action Expected	The Board may consider action on the proposed resolution.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	Public has the opportunity to offer comments on the proposed action.
Procedural and Reporting Implications	None.
Public Comments	None.
Other Comments and Related Issues	None

Attachments

- *Memorandum of Notification*

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations

Action Required

No action required.

**Superintendent's
Recommendation**

Information item only.

Mark Pool, Superintendent of Schools

EL CAMPO INDEPENDENT SCHOOL DISTRICT

ROBERT MARK POOL, Superintendent

DAVID BRIGHT
ASSISTANT SUPERINTENDENT
FOR FINANCE

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

CAROLYN GORDON
ASSISTANT SUPERINTENDENT
FOR INSTRUCTION

December 9, 2011

TO: Registered Voters of ECISD Precinct 202
FROM: Robert Mark Pool, Superintendent of Schools
SUBJECT: Notice of Public Hearing on Consolidation of Polling Places

The El Campo Independent School District Board of Trustees will hold a Public Hearing during their regular monthly board meeting on Tuesday, December 13, 2011, in the Boardroom of the Administration Building at 700 West Norris, El Campo, Texas, at 7:00 p.m., to receive public comment on the consolidation of the Glen Flora Fire Station polling location with the polling location at the El Campo Fire and EMS Building in the City of El Campo.

The Board was informed in July of 2011, by former County Elections Administrator, Judy Owens, that due to the changes necessitated by the passage of Senate Bill 100 by the 82nd Session of the Texas Legislature that the county would no longer be able to provide ADA compliant voting machines for the Glen Flora Fire Station polling location. This basically left the Board with four options:

1. Change the board election date to the general election in November;
2. Change the terms of board members and conduct a board election on the second Saturday in May of odd-numbered years;
3. Conduct the board election independently of the city and county with paper ballots at the Glen Flora Fire Station polling location, which would require the district to purchase or lease ADA compliant voting machines; or
4. Consolidate the Glen Flora Fire Station polling location with the El Campo Fire and EMS Building polling location and continue to hold a joint election with the city annually on the second Saturday in May.

The Board is currently considering Option No. 4.

Attached to this memo is a copy of the Resolution that will be considered by the Board at their regular meeting on Tuesday, December 13, 2011, following the opportunity for public input on this matter.

Public Hearing Internet Safety Policy and Acceptable Use Policy

Summary In August of this year the Federal Communications Commission (FCC) released its Order to implement the Children’s Internet Protection Act (CIPA) Amendments by Congress in 2008. The new law requires school’s Internet Safety Policies to include “...educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.”

This basically means that schools are required to teach online safety to students as a prerequisite to receiving E-Rate funding for Internet access. The new requirement becomes effective for E-Rate Funding Year 2012 which begins July 1, 2012.

Although schools are not required to hold a public hearing to amend their Internet Safety Policy, it is recommended to do so to inform everyone that the district has complied with the new FCC Order and to show a definitive date when the changes occurred.

ECISD Board Policy None.

Effective Date December 13, 2011

Previous Board Action None.

Future Action Expected The Board may consider approval of a new Internet Safety Policy and revised Acceptable Use Policy.

Background Information and Significant Issues None.

Fiscal Impact None.

Student and Public Benefit Public has the opportunity to offer comments on the proposed policy.

Procedural and Reporting Implications None.

Public Comments None.

**Other Comments and
Related Issues**

None

Attachments

None.

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations
Turk Korenek, Director of Information Management Systems

Action Required

No action required.

**Superintendent's
Recommendation**

Information item only.

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (3 A)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Information Only

Recognition	FFA Leadership Development Teams
Summary	<p>The El Campo High School FFA Leadership Development Teams have had a very successful year, winning the Sweepstakes Award at both the district and area levels.</p> <p>FFA Advisors would like to have the Public Relations Team to make a presentation to the Board that will take about 8-10 minutes. They then would like to announce the results of their teams from the district, area, and state contests, and recognize the members of the teams that competed at the state level.</p>
ECISD Board Policy	None.
Effective Date	December 13, 2011
Previous Board Action	The Board periodically recognizes students for their outstanding achievements.
Future Action Expected	The Board periodically recognizes students for their outstanding achievements
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	The Board has the opportunity to recognize those students who achieve at the highest levels of competition.
Procedural and Reporting Implications	None.
Public Comments	None.
Other Comments and Related Issues	None

Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of School Rich DuBroc, High School Principal
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: December 13, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Minutes of Previous Meetings <ol style="list-style-type: none">1. November 15, 2011 – Regular Meeting2. November 29, 2011 – Board Workshop for Team of Eight Training
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	December 13, 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 – November 15, 2011
2. Board Workshop – November 29, 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
November 15, 2011**

The Board of Trustees of the El Campo Independent School District met in a Regular Session November 15, 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, Brenda Sommer, Shelly Schulz, Steven Ward, Harold Simmons, Donna Powers, Charles Powers, Mauri Couey, Rich DuBroc, Steven Staff, Turk Krenek

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

PUBLIC COMMENT: There was no public comment.

RECOGNITION: Rich DuBroc introduced the following new teachers:
High School Construction Science – Robert Nastoupil
Middle School Special Education Inclusion – Amanda Wadsworth

CONSENT AGENDA: A motion was made by Ralph Novosad and seconded by Cecil Davis to remove Item D1: Review Annual Evaluation of CATE Program from the Consent Agenda and table until the December 13, 2011 meeting. Motion carried unanimously.

A motion was made by Ralph Novosad and seconded by Cecil Davis to approve the Consent Agenda with the exception of Item D1:

- A. Governance
 - 1. Consider Approval of the Minutes
 - a. October 18, 2011 Regular Minutes
 - 2. Consider Approval of Campus Superintendent Performance Evaluation Instrument
- B. Business and Support Services
 - 1. Report of Monthly Financial Reports
 - 2. Review List of Checks Written for the Month of October, 2011
- C. Personnel
 - 1. Consider Annual Approval of Compensation Market Study Comparison Groups
 - 2. Review of Highly Qualified Teacher Report
- D. Curriculum and Instruction
 - 1. Review Annual Evaluation of CATE Program
- E. Students

Motion carried unanimously.

BUSINESS AND OPERATIONS

CONSIDER APPROVAL OF RESOLUTION TO COMMIT FUND BALANCES: A motion was made by David Hodges and seconded by Cecil Davis to approve the Resolution to commit Fund Balances with the corrections of the date from November 15, 2011 to August 23, 2011 in the Summary on the Agenda. Motion carried unanimously.

DISCUSS PUBLIC PETITION AND OTHER BUS TRANSPORTATION ISSUES: Mr. Pool and the Board discussed the public petition and other bus transportation issues.

PRESENTATION ON PLANS FOR WEST LOOP PARK TO INCLUDE HIGH SCHOOL BASEBALL AND SOFTBALL FIELDS: Mr. Pool presented the Board with plans for the West Loop Park that will include High School Baseball and High School Softball field.

CURRICULUM AND INSTRUCTION

GOVERNANCE

CONSIDER APPROVAL OF RESOLUTION TO CHANGE VOTING LOCATIONS: A motion was made by James Russell and seconded by Ralph Novosad to table the motion to approve the resolution to change voting locations until the December 13, 2011 meeting. Motion carried unanimously.

REVIEW OF DRAFT OF SUPERINTENDENT PERFORMANCE GOALS, 2011 – 2012; 2012 - 2013: Mr. Pool and the Board reviewed a draft of the Superintendent Performance Goals, 2011 – 2012; 2012 – 2013; further discussion will be at the Board Workshop on November 29, 2011.

REVIEW OF TASB POLICY SERVICE LOCALIZED UPDATE 91: Mr. Pool and the Board reviewed TASB Policy Service Localized Update 91.

PRELIMINARY REPORT ON REQUIRED BOARD TRAINING: Mr. Pool gave a preliminary report on required board training.

DISCUSS COMPLETION OF BOARD EFFECTIVENESS INVENTORY FOR TEAM OF EIGHT TRAINING ON NOVEMBER 29, 2011: Mr. Pool and the Board discussed the completion of Board Effectiveness Inventory for Team of Eight training.

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.

1. The Board Will Meet in a Closed Meeting to Discuss the Appointment of Personnel
The Board entered executive session at 8:16 p.m. and reconvened in open session at 8:47 p.m. to take the following action: No action taken.

Kristi David left the meeting at 8:47 p.m.

PERSONNEL

SUPERINTENDENT'S REPORT

- A. Governance
 - 1. Preliminary Agenda for Regular Meeting on December 13, 2011
 - 2. Monthly Calendar of Activities and Events
 - 3. Report on Membership of District and campus Site-Based Committees
- B. Business and Support Services
 - 1. Report on Foundation School Program Funding – First Nine Weeks
- C. Personnel
- D. Curriculum and Instruction
- E. Students
 - 1. Report on Enrollment and Attendance – First Nine Weeks
 - 2. Monthly DAEP Report
 - 3. Monthly SRO Report
- F. Community and Governmental Relations
 - 1. Legislative Update

There being no further discussion, the meeting adjourned at 8:51 p.m.

DRAFT

PRESIDENT

SECRETARY

**MINUTES OF THE BOARD OF TRUSTEES
EL CAMPO INDEPENDENT SCHOOL DISTRICT
November 29, 2011**

The Board of Trustees of the El Campo Independent School District met in a Special Session November 29, 2011 at 6:00 p.m. in the Boardroom, 700 W. Norris, El Campo, Texas.

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

MEMBERS ABSENT: Cecil Davis

OTHERS PRESENT: Mark Pool, Charlotte Baker

Tommy Turner called the meeting to order at 6:02 p.m. Tommy Turner gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

WORKSHOP: The Board conducted training workshop for a required Team Building Activity.

There being no further discussion, the meeting adjourned at 9:02 p.m.

DRAFT

President

Secretary

Agenda Item Summary Sheet (4 A.2)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Approval of Localized Policy Update 91
Summary	<p>Last month you received a copy of the Explanatory Notes, <i>Vantage Points</i>, and a copy of actual policy changes for Localized Update 91.</p> <p>According to guidelines established by TASB Policy Service, Board action on Localized Update 91 must occur within a properly posted, open meeting of the Board.</p> <p>The Board's action on Localized Update 91 must be reflected in Board minutes. The Instruction Sheet —annotated to reflect any changes made by the Board—and the Explanatory Notes for the update should be filed with the Board minutes where they comprise the authoritative historical record of the District's policy manual. A copy of the replaced or rescinded (LOCAL) policies should also be retained in the historical record.</p>
ECISD Board Policy	BF (LOCAL), BOARD POLICES
Effective Date	December 13, 2011
Previous Board Action	Localized Policy Update 91 was presented at the regular meeting on November 15, 2011, for the Board's review.
Future Action Expected	None.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	Board policies are designed to promote fair and equitable treatment for all district patrons.
Procedural and Reporting Implications	Following Board approval, TASB Policy Service will be notified so this action may be reflected in our Localized Policy Manual as it appears on TASB's Web server for <i>Policy On-Line</i> .

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of School
Action Required	Motion, second and majority vote to add, revise, or delete (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 91.
Superintendent's Recommendation	I recommend that you approve the (LOCAL) policies as recommended by the TASB Policy Service according to the Instruction Sheet for Localized Policy Manual Update 91 as a part of the Consent Agenda. Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (4 B.1)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Information Only

Consent Agenda: Business and Support Services

Review of District Technology Plan

Summary

A copy of the 2012-2013 El Campo ISD Technology Plan is included as an attached document for your review. Of particular interest may be the *Executive Summary* on pages 4-5.

ECISD Board Policy

No specific policy on Technology Plans

Effective Date

2012-2013 School Year

Previous Board Action

The District's Technology Plan is reviewed on an annual basis before it is submitted to the Texas Education Agency during the spring semester.

Future Action Expected

The District's Technology Plan is reviewed on an annual basis before it is submitted to the Texas Education Agency during the spring semester.

Background Information and Significant Issues

The following is a list of the goals outlined in the ECISD Technology Plan:

Goal 1 - Teaching and Learning: Improve student achievement and teacher effectiveness through the use of technology.

Goal 2 – Educator Preparation and Development: Encourage teachers and staff to increase their computer proficiency, thereby raising teacher standards.

Goal 3 – Leadership, Administration and Support Services: The administration will provide effective leadership for the district in integrating technology into the curriculum and administrative functions, thereby improving student success and administrative effectiveness and efficiency.

Goal 4 – Infrastructure for Technology: Support, maintain, and upgrade the infrastructure as required to meet present and future demands.

Objectives and strategies for the accomplishment of each of these goals can be reviewed in the plan document on pages 9-17.

Of additional interest may be the Technology Needs listed on pages 6-8.

Fiscal Impact	The Technology Plan Budget of \$839,500 can be viewed on page 18.
Student and Public Benefit	ECISD students benefit by having current technology for educating them to become productive citizens in the Information Age.
Procedural and Reporting Implications	This plan must be filed with TEA annually.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • El Campo ISD Technology Plan, 2012-2013
Contact Person(s)	Turk Krenek, Director of Information Management Systems
Action Required	<p>The support people at the Texas Education Agency recommend that technology plans be presented to School Boards as information items only, so that they can be changed as needs change.</p> <p>Technology Plans do not require School Board approval.</p>
Superintendent's Recommendation	<p>Information only.</p> <p>Mark Pool, Superintendent of Schools</p>

EL CAMPO ISD Technology Plan

2012 - 2013

ROBERT POOL

SUPERINTENDENT

DISTRICT PROFILE

ESC Region 3
City, State Zip EL CAMPO, TX 774372499
Phone (979) 543-6771
Fax (979) 543-1670
County District Number 241903

Number of Campuses	5
Total Student Enrollment	3532
District Size	3,000 - 4,999
Percent Econ. Disadvantaged	65.91%

Technology Expenditures	\$1,139,500.00
Technology budgets reported in plan by category	Teaching and Learning Budget \$183,622.00
	Educator Preparation and Development Budget \$205,000.00
	Leadership, Administration and Support Budget \$143,000.00
	Infrastructure for Technology Budget \$607,878.00
	Total: \$1,139,500.00
Technology Expenditure Per Pupil	\$322.62
Number of Campuses with Direct Connection to Internet	5
Percentage of Campuses with Direct Connection to Internet	100.00%
Number of Classrooms with Direct Connection to Internet	276
Percentage of Classrooms with Direct Connection to Internet	100.00%
Computer/Student Ratio	3 student(s) for every computer
Computer/Teacher Ratio	1 teacher(s) for every computer
Number of campuses that need to complete the Texas Campus STaR Chart	5
Percentage of campuses that have completed the Texas Campus STaR Chart	100.00 %

Plan Introduction

Plan Last Edited 12/12/2011

Plan status: submitted
Years Included in the Plan: 2012 - 2013
Number of years covered by the plan: 1

Does the district file E-Rate? yes

The district had a "written" plan before E-Rate Form 470 was filed on .

Technology Planning Committee

Mark Pool - Superintendent
 Thomas Krenek - Director Information Services
 Carolyn Gordon - Asst Superintendent for Curriculum
 David Bright - Asst Superintendent for Finance
 Tana Martin - Assessment Coordinator
 Jackie Korenek - Teacher Technology Specialist
 Donald Oldag - Network Manager
 Bobby Little - Community Representative
 Delores Janik - K5 Facilitator
 Laura Deiss - K5 Facilitator
 Gwen Johnson - K5 Facilitator
 Pat Buss - K5 Facilitator
 Summer Dorotik - MS Facilitator
 Brenda Tomanek - MS Facilitator
 Jana Fernandez - MS Facilitator
 Tammy DuBroc - MS Facilitator
 Debbie Hamman - HS Facilitator
 BJ Swensen - HS Facilitator
 Sheri Janke - HS Facilitator
 Stephanie Jensen - HS Facilitator
 Lynn Lamberth - El Campo Middle School
 Diane Wallace - El Campo High School
 Liz Graves - Principal, Myatt Elementary
 Mauri Couey - Principal, Hutchins Elementary
 Molli Bodungen - Principal, Northside Elementary
 Rich DuBroc - Principal, El Campo High School
 Dellinda Hyer - Library Services, El Campo ISD

Executive Summary

INTRODUCTION

The El Campo Independent School District faces an enormous challenge in developing and maintaining technology infrastructures and systems that keep pace with the demands of today's high-tech society. In addition to implementing computer and telecommunications systems that support administrative requirements, we must have the appropriate technology available in the classroom to prepare students to live and work in the Internet society. Technology will continue to be an important part of our modern society. Integrating technology into our schools will help to prepare our students to succeed in this rapidly changing world. This is not a task that is performed easily, nor do we take it lightly. In fact, we are mandated by the No Child Left Behind Act of 2001 to improve student academic achievement through the use of technology in elementary and secondary schools.

VISION

The Board of Education is committed to improving the technological conditions of the El Campo Independent School District. We realize that learning in the 21st Century has to be different. Learning can no longer be confined to the four walls of a classroom. We realized that students must be allowed to learn new ways to learn and teachers new methods of teaching. Our students will graduate into a global and digital world of information. Because of this, the board has adopted the following vision statement:

Graduates from El Campo ISD will know, apply and produce what is necessary to succeed in a technological society.

GOALS

We realize, to accomplish this and for our students to be successful, we must develop a plan that outlines clear goals and objectives. We must then develop strategies to accomplish these goals. These goals and strategies must correlate with the goals and strategies of the District Improvement Plan and the State Long Range Plan for Technology (2006-2020), to insure that we maximize utilization in meeting the needs of our students and staff.

STAFF DEVELOPMENT

It is not enough that we possess the correct hardware and software, our faculty and staff must be properly trained in the use of these technologies. We have made staff development a high priority for our professionals. We have embarked on a multifaceted approach for receiving this training. To be successful, staff development must be received from varied sources. State and regional institutions as well as private vendors have all played a role in developing, facilitating, and delivering different models of professional development. We are committed to spend twenty five to thirty percent of all grant funds and NCLB federal funds on staff development. ECISD currently employs a full time classroom teacher as a Teacher Technology Specialist. Her primary job is to assist the staff with integrating technology into the curriculum, provide just-in-time training for those teachers who require immediate technical support, and to develop and present summer Staff Development sessions. Additionally, ECISD employs three full time lab aides, who are responsible for assisting the teachers in integrating technology into their lesson plans, as well as performing minor troubleshooting and repairs in the district labs. ECISD will continue to seek new and innovative opportunities for professional development. We realize that for the teacher to be successful in integrating technology into the classroom, they must be well trained and feel confident with the material and equipment that is available to them.

BUDGET AND SUSTAINABILITY

El Campo ISD is committed to sustaining and improving the use of technology to increase the academic performance of all students. The district has contributed local funds in the past for technology enhancements and will continue to do so in the future. The technology staff is also active in working to ensure that all technology equipment functions well and to seek additional funding sources for equipment, services, software, and other electronically delivered learning materials and print resources that will ensure successful and effective uses of technology.

El Campo ISD is committed to providing the best for its students and staff. We realize that to successfully integrate technology into the curriculum, we must first build a strong foundation. The school board has demonstrated their commitment by spending in excess of one million dollars of local tax revenues on technology initiatives during the recent years. This is in addition to state and federal funds. Many of these funds have been used to improve our infrastructure for technology and to improve our educator preparedness through enhanced staff development. We consider these two areas to be critical to a successful technology integration program. The administration has demonstrated their commitment as well, using a combination of State Technology Allotment funds and local tax dollars to fund positions for a full time Director of Information Services, Network Manager and Computer Technician. These positions provide "behind the scenes" network and systems support, and maintain the districts technology resources and systems so that they are in good working order and meets the current technological demands of our users.

In addition to the Local Funds for Technology provided by our school board ECISD has been a successful recipient of numerous state grants. These grants have allowed us to make nearly one million dollars of improvements to our infrastructure and to replace aging computer equipment and peripherals. ECISD will continue to seek outside sources of funds to supplement our technology plan.

The school district is also participating in the E-rate program. For funding year 2012/2013, El Campo ISD will apply for approximately \$550,000 in E-rate eligible services and equipment. We have included in our budget the matching funds necessary to secure this funding.

NEEDS ASSESSMENT AND PLAN EVALUATION

El Campo ISD has established a District Technology Committee. The committee is charged with providing an annual needs assessment and will meet during each semester to evaluate our Technology Plan. They will use the Texas STaR Chart as the major instrument in proving the assessment and evaluation. Using this chart will provide an objective measurement of our needs and will allow us to make midyear adjustments to our plan when necessary.

Internet Safety Policy

Prior to gaining admission to our technological infrastructure, all students and staff must sign an Acceptable Use Policy. In addition to outlining the appropriate rules that users must follow, this policy also includes information on the measures that El Campo ISD uses to block or filter Internet content as required by CIPA (Children's Internet Safety Act.) This policy also addresses the safety of minors when using email, social networking sites, chat rooms and other forms of electronic communication, as well as guidelines dealing with unauthorized access to restricted data, unlawful activities, and unauthorized disclosure of personal information regarding minors.

Needs Assessment

Assessment Process:

The District Technology Committee is chaired by the Director of Information Services and is composed of district administrators and members from each campus appointed by the campus principal. The focus of this committee is to evaluate the effectiveness of the District Technology Plan in all areas, especially in the areas of technology staff development and integration of technology into the curriculum. Acquisition and installation of technologies and telecommunications services will be accessed and evaluated as well. The committee will use the Texas School Technology and Readiness (STaR) Chart as the primary tool for measuring our progress and assessing our needs for the next term. The committee will also use information gathered from periodic administrator, teacher and student surveys as well as feedback from the monthly District Leadership Team meetings, and quarterly DWEIC meetings. In the spring of each year, the committee will evaluate any Technological Special Requests that are made to the Superintendent as he prepares for the subsequent budget.

Existing Conditions:

We have concluded that the present aggregate condition of the infrastructure, telecommunications systems, proficiency of teaching staff and administrative support to be slightly better than average. Our aggregate ratings indicates that we are at the upper level of Developing Tech (as demonstrated by the Star Chart) or 13 on a scale of one (Early Tech) to twenty-four (Target Tech). Currently, our systems consist of:

Telecommunications:

02 T1 Circuits (Dedicated Distance Education)
85 Voice Lines (Long Distance/Local Service)
12 Fax Lines
05 Alarm Circuits
50 Cellular Phones

Internet Access:

01 DS3 Circuits (40 Mb to ISP)
ISP for unlimited number of nodes

Computer Infrastructure Hardware:

(Category 5, Level 2 Fiber Backbone)
07 Campus and Admin Application Servers
01 Special Ed Manager Server
01 Destiny Library Automation Server
01 Email Server
01 Cymphonix Internet Filter Appliance
01 Intranet Server
01 FTP Server
01 Cisco ASA 550 Firewall
01 Cisco 2821 Router
02 Cisco 2811 Router
08 Cisco 3750G Fiber Switch
57 Cisco 3560G POE Switches
340 Cisco 1548 Classroom Switch
1500 Windows XP/Vista Workstations
600 Windows XP/Vista Laptops
75 Network Laser Printers
08 Network Copiers
06 Network MFP
350 Deskjet Printers
01 Distance Education Studio (To Area JC)
01 Staff Development Studio (To ESC)
225 LCD Projectors
225 Document cameras
03 Canon Professional Cameras
35 Flatbed Scanners
20 Interactive WhiteBoards
36 Apple iPad Tablets
48 Wireless Access Points
01 EtherneTV Suite Bundle
01 Video Control Unit
01 VOD Server

07 WM Single Channel Encoder
 05 WM Dual Channel Encoder
 20 IP Receiver Decoder
 07 Polycom Video Conference Unit
 01 SuccessMaker Server

Software:

08 Windows Server 2008
 02 Windows Server 2003
 01 Windows Server 2000
 01 Skyward Student Accounting Software
 999 Symantec EndPoint Protection Software
 363 Microsoft 3.0 Office School Agreement
 300 FilemakerPro 6.0
 175 FastForward Software
 03 Campus License SLEEK Software
 03 Campus License Heartbeeps Software
 02 Campus License A+ Software
 04 Campus License Accelerated Reader
 01 Campus License Accelerated Math
 01 District License Destiny Library Automation
 Misc Other Campus Specific Software

Misc. Electronics:

350 Televisions
 350 VCR/DVD's
 18 Fax Machines
 498 VoIP Phones

Technical Support:

01 Director of Information Services
 01 Network Manager
 01 Computer Technician
 01 Teacher Technology Specialist
 05 Certified Secondary TechApps Instructors
 02 Certified Computer Tech Instructors
 02 Certified FastForward Instructors
 01 Certified Credit Recovery Instructor
 03 Technology Lab Aides

Technology Needs:

Teaching and Learning:

1. Additional software to be used in the integration of Technology into foundation area TEKS
2. More access to computer peripherals, such as digital cameras, projectors, PDA's, graphing calculators, interactive whiteboards, video distribution systems and electronic microscopes
3. Adequate software and hardware to insure we are meeting all requirements of TEKS, including eMail, Keyboarding, Word Processing, Spreadsheets, Database and web content.

Educator Preparedness:

1. Staff Development on creating and publishing Web Pages and web content.
2. Staff Development on integrating technology into the core foundation areas.
3. Insure that all secondary Technology Applications teachers have SBEC TA Certification.
4. Assist current educators meet SBEC standards for Technology Applications that are mandatory for all beginning teachers.
5. Develop ways to measure teacher computer proficiencies.

Administration and Support:

1. Continue to hire and retain High Quality Teachers who are technologically proficient.
2. Continue to provide local funds to supplement the technological needs of the district.
3. Continue to support programs that foster Parental Involvement, such as Family Literacy Night and Skyward Family Access.

Infrastructure for Technology:

1. Increase Bandwidth to ISP and ESC III.

2. Continue program of planned obsolescence, so that all computer workstations are less than 5 years old.
3. Continue to make lab space available, so that we can reach the student to computer ratio of 1:1 on each campus.
4. Expand wireless connectivity on each campus and office.
5. Enhance the District network infrastructure by extending the fiber network on each campus.
6. Expand the district-wide VoIP phone system.
7. Replace existing legacy 10/100 switches with 10/100/1000 bps switches with POE.
8. Upgrade the connectivity to each district classroom and office with Cat 6 Ethernet cable.
9. Upgrade existing intercom/bell/paging system at all campuses.
10. Expand a district-wide video distribution system.
11. Upgrade Email Server
12. Renew Basic Maintenance contract for phone system and network infrastructure.
13. Maintain or increase current level of local, long distance, T1, and cellular service.
14. Renew contract for Webhosting and Email services.
15. Install LCD Projectors, Document Cameras and interactive whiteboards in every classroom.
16. Continue to upgrade campus security via cameras and emerging technologies.
17. Enhance district communication to all users by expanding use of cellular devices, Blackberries, and expanded bandwidth to all campuses administrative offices and maintenance and transportation vehicles and busses.
18. Continue to use student accounting, PEIMS and other technologies to enhance data driven decision making.

Goals, Objectives, and Strategies

GOAL 1: Teaching and Learning: Improve student achievement and teacher effectiveness through the use of technology.					
OBJECTIVE 1.1:					
All teachers in ECISD will integrate technology into their classroom instruction in an effort to increase student achievement.					
<i>Budget Amount \$183,622.00</i>					
<i>LRPT category: Teaching and Learning</i>					
E-Rate Correlates: ER01					
NCLB Correlates: 01, 02, 04a, 07, 11					
Strategies	State/Status:	Timeline:	Person(s) Responsible:	Evidence:	
1.1.1: Campus Technology Committees will meet twice each semester to identify campus technology needs and identify best teaching practices which integrate technology into the classroom LEA LRPT Correlates: LAS07, LAS13, TL06	State: Original Status: In Progress	December 2012 and May 2013	Campus Principals, Tech Committee Chairman	Meeting Agendas and sign-in sheets	
1.1.2: Continue to purchase Microsoft School Agreement so that Office productivity software is available on every student and teacher workstation. LEA LRPT Correlates: I09	State: Original Status: In Progress	November 2012	Director of Information Services	Annual Contract, Purchase Order	
1.1.3: Increase the number of students able to utilize FastForward Software by increasing the seat licenses, and offer on all campuses LEA LRPT Correlates: TL04, TL05, TL06	State: Original Status: In Progress	August 2012	Language Arts Facilitators Asst Superintendent of Instruction	Purchase Order, Benchmark testing Results	
1.1.4: Purchase campus appropriate software to address K-8 TA TEKS for keyboarding, email, word processing, spreadsheets and database, and advanced web based applications LEA LRPT Correlates: TL01	State: Original Status: In Progress	July 2012	Director of Information Services, Campus Tech Committee	Purchase Order, Erate FCDL, Tech Committee Recommendations	
1.1.5: Continue to utilize existing technology based programs, such as Accelerated Reader, Accelerated Math, Ellis Essentials, Odysseyware, Destiny and A Plus to aid in improving academic achievement. Purchase additional software. LEA LRPT Correlates: TL03	State: Original Status: In Progress	September 2012 - May 2013	Campus Librarians, Teacher Technology Specialist, Campus Principals	Benchmark Tests	
1.1.6: Increase the number of Technology Application courses offered for instruction to high school students to	State: Original	August 2012	Board of Education, ECHS Counselors	Course Requests	

	include Webmastering, Multimedia, Video Technology and Digital Graphics LEA LRPT Correlates: TL02	Status: In Progress			
1.1.7:	Increase the number of Dual Credit and Concurrent Credit Course offerings from Wharton County Junior College, and other online sources, via ITV and Distance Learning. LEA LRPT Correlates: LAS15, TL09, TL13	State: Original Status: In Progress	September 2012	ECHS Principal, ECHS Counselors	Course Requests
1.1.8:	Continue to use library automation and research software at each campus in order to improve library efficiency and increase student exposure to technology LEA LRPT Correlates: TL10, TL11	State: Original Status: In Progress	July 2012 - June 2013	Campus Librarians	MARC Records
1.1.9:	Continue to utilize CScope and the common assessment approach to obtain research driven data, so that we can better target individual learning weaknesses. LEA LRPT Correlates: TL07	State: Original Status: In Progress	October 2012 - June 2013	Superintendent, Assessment Coordinator, Subject-area Facilitators	Benchmark and Assessment results

GOAL 2: Educator Preparation and Development: Encourage Teachers and Staff to increase computer proficiency, thereby raising teaching standards.					
OBJECTIVE 2.1:					
All of ECISD teachers will continue professional development training, as mandated by the El Campo ISD School Board.					
<i>Budget Amount \$200,000.00</i>					
<i>LRPT category: Educator Preparation and Development</i>					
E-Rate Correlates: ER02					
NCLB Correlates: 01, 02, 03, 04b, 08					
Strategies		State/Status:	Timeline:	Person(s) Responsible:	Evidence:
2.1.1:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in communicating with parents and the community via Teacher Web Pages, Skyward Family Access, SchoolMessenger and other electronic methods. LEA LRPT Correlates: EP03, LAS06, TL15	State: Original Status: In Progress	July 2012 - August 2013	Teacher Technology Specialists	Staff Development Sign-in sheets
2.1.2:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in the use of Word Processing, SpreadSheet and DataBase Software. LEA LRPT Correlates: EP01	State: Original Status: In Progress	July 2012 - August 2013	Teacher Technology Specialists	Staff Development Sign-in Sheets
2.1.3:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in sending and receiving email, performing Internet searches and other Web activities LEA LRPT Correlates: EP05	State: Original Status: In Progress	July 2012 - August 2013	Teacher Technology Specialists	Staff Development Sign-in Sheets
2.1.4:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in performing routine network logins, drive mappings, file and print sharing, and minor troubleshooting. LEA LRPT Correlates: EP03	State: Original Status: In Progress	July 2012 - August 2013	Teacher Technology Specialists	Staff Development Sign-in Sheets
2.1.5:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in electronic grade reporting, attendance submission and other data capturing programs. LEA LRPT Correlates: EP03	State: Original Status: In Progress	August 2012 - May 2013	Teacher Technology Specialists	Staff Development Sign-in Sheets, HelpDesk Logs
2.1.6:	Provide professional development opportunities for all Secondary Technology Application and Computer Literacy Teachers and all computer lab aides annually at the TCEA Convention.	State: Original Status: Planned	February 2013	Director of Information Services	Registration Forms, Staff Development Requests

	LEA LRPT Correlates: EP06				
2.1.7:	Continue just-in-time training by Teacher Technology Specialists to assist teachers in integrating technology utilizing classroom responders, interactive whiteboards, and tablets into their classrooms. LEA LRPT Correlates: EP01	State: Original Status: In Progress	September 2012 - May 2013	Teacher Technology Specialists	HelpDesk Requests
2.1.8:	Continue to receive staff development training from ESC3 via the regional communications network. LEA LRPT Correlates: EP08	State: Original Status: In Progress	July 2012 - June 2013	Director Information Systems, Teacher Technology Specialists	ESC3 Staff Development Calendar and Sign-in Sheets
2.1.9:	Provide the appropriate type and level of training for various non-teaching support staff, based on the nature of each position. LEA LRPT Correlates: LAS10	State: Original Status: Planned	September 2012 - May 2013	Teacher Technology Specialists, ESC3 Staff	Staff Development Sign-in sheets
2.1.10:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in the operation of classroom projectors, document cameras, interactive whiteboards, and visual responders. LEA LRPT Correlates: I05, I09, LAS06, TL08	State: Original Status: In Progress	August 2012 - May 2013	Director, IS, Teacher Technology Specialists	Staff Development Sign-in rosters. Teacher evaluation reports.

OBJECTIVE 2.2:

All ECISD Teachers will be of High Quality and Technologically proficient.

Budget Amount \$5,000.00

LRPT category: Educator Preparation and Development

E-Rate Correlates: ER01, ER02

NCLB Correlates: 01, 04a, 04b

<i>Strategies</i>		<i>State/Status:</i>	<i>Timeline:</i>	<i>Person(s) Responsible:</i>	<i>Evidence:</i>
2.2.1:	Insure that all Secondary Technology Applications and Computer Literacy Teachers are Highly Qualified and possess the TATCP certification. LEA LRPT Correlates: EP02, LAS12	State: Original Status: In Progress	July 2012 - August 2013	Asst Superintendent of Instruction	SBEC Certificate
2.2.2:	Develop Teacher Technology Proficiency Test as a method to access the competencies of our teaching staff. LEA LRPT Correlates: EP04	State: Original Status: Planned	March 2013	Director of Information Systems, Teacher Technology Specialist	Pre- and Post-Proficiency Test
2.2.3:	Provide opportunities for teachers to participate in varied technology training, including the Master Technology Teacher Program. LEA LRPT Correlates: EP07	State: Original Status: Planned	August 2012 - May 2013	Asst Superintendent for Instruction	Training Requests

GOAL 3: Leadership, Administration and Support Services: The administration will provide effective leadership for the district in integrating technology into the curriculum and administrative functions, thereby improving student success and teaching and administrative and efficiency.

OBJECTIVE 3.1:

The ECISD will continue to employ highly qualified employees who will utilize technology to increase student achievement and administrative efficiency.

Budget Amount \$90,000.00

LRPT category: Leadership, Administration and Support

E-Rate Correlates: ER01

NCLB Correlates: 03, 04b, 05, 06, 08

Strategies		State/Status:	Timeline:	Person(s) Responsible:	Evidence:
3.1.1:	Hire Highly Qualified and properly certified teaching professionals who are technologically proficient. LEA LRPT Correlates: EP04	State: Original Status: In Progress	July 2012 - August 2013	Superintendent	Employment Applications and Contracts
3.1.2:	Continue to provide funding for a full time Technology Support Staff. LEA LRPT Correlates: EP09	State: Original Status: In Progress	July 2012	Asst Superintendent for Finance	Annual Budget
3.1.3:	Seek additional sources of funding and utilize third-party grant writers to assist in the acquisition of additional internet bandwidth and other computer devices and technology equipment. LEA LRPT Correlates: I03, I04	State: Original Status: In Progress	August 2012 - June 2013	Superintendent, Asst. Superintendent for Instruction	Grant Notifications
3.1.4:	Administration will seek out ways to use social networking media as a means of providing relevant information to stakeholders. LEA LRPT Correlates: TL15	State: Original Status: Planned	July 2012 - June 2013	Superintendent, Director IS	Subscription to Twitter and Facebook programs

OBJECTIVE 3.2:

100% of ECISD campuses will use student management technology to improve efficiency.

Budget Amount \$28,000.00

LRPT category: Leadership, Administration and Support

E-Rate Correlates: ER01

NCLB Correlates: 11

Strategies		State/Status:	Timeline:	Person(s) Responsible:	Evidence:
3.2.1:	All teachers will submit attendance data and grades to a centralized database located on their campus server or to the Cloud. LEA LRPT Correlates: LAS08	State: Original Status: In Progress	August 2012 - May 2013	Campus Principals	PEIMS Reports, Report Cards
3.2.2:	All campus clerks will electronically	State:	July 2012 -	PEIMS Coordinator,	PEIMS Reports

	submit student demographic information to a centralized database on the district server, or to the Cloud. LEA LRPT Correlates: LAS08, TL16	Original Status: In Progress	May 2013	Campus Principals	
3.2.3:	Make the Skyward Student Management System available to administrators, principals and counselors. LEA LRPT Correlates: LAS01	State: Original Status: In Progress	August 2012 - May 2013	Campus Principals	Skyward Program Logs
<p>OBJECTIVE 3.3:</p> <p>The administration will continue to seek technological practices that encourage all stakeholders to participate in the education of the students of ECISD.</p> <p><i>Budget Amount \$25,000.00</i> <i>LRPT category: Leadership, Administration and Support</i></p> <p>E-Rate Correlates: ER01 NCLB Correlates: 03, 08, 09, 10</p>					
<i>Strategies</i>		<i>State/Status:</i>	<i>Timeline:</i>	<i>Person(s) Responsible:</i>	<i>Evidence:</i>
3.3.1:	The administration will continue to support Family Literacy Night. LEA LRPT Correlates: TL12	State: Original Status: In Progress	August 2012 - May 2013	ESL District Coordinator	Family Literacy Sign - in Logs
3.3.2:	The administration will continue to support parent, student and teacher communication via Skyward Family Access and SchoolCenter LEA LRPT Correlates: I08, LAS11	State: Original Status: In Progress	August 2012 - May 2013	Secondary Principals	AUP and Family Access Consent forms
3.3.3:	Lobby the state and federal government for increased funding to support technology initiatives. LEA LRPT Correlates: I02	State: Original Status: In Progress	July 2012 - June 2013	Superintendent	Correspondence with State and Federal Representatives
3.3.4:	Encourage community access to ECISD facilities, including Internet connected workstations and Distance Education Studio LEA LRPT Correlates: I03, LAS09	State: Original Status: In Progress	July 2012 - June 2013	Director Information Services	ESC Staff Development sign-in sheets

GOAL 4: Infrastructure for Technology: Support, maintain, and upgrade the infrastructure as required to meet present and future demands.					
OBJECTIVE 4.1:					
Administrators, teachers and students will have access to the appropriate resources in order to succeed in a technological environment.					
<i>Budget Amount \$607,878.00</i> <i>LRPT category: Infrastructure for Technology</i>					
E-Rate Correlates: ER01, ER02 NCLB Correlates: 02, 05, 06, 12					
<i>Strategies</i>		<i>State/Status:</i>	<i>Timeline:</i>	<i>Person(s) Responsible:</i>	<i>Evidence:</i>
4.1.1:	Continue with planned obsolescence of computer workstations, so that all computers are less than 5 years old. LEA LRPT Correlates: I02, I07	State: Original Status: In Progress	September 2012 - June 2013	Director Information Services	Inventory Reports
4.1.2:	Increase bandwidth by aggregating and Increasing T1/DS3 lines to our ISP. Utilize bandwidth shaping appliance to gain efficiencies of use. LEA LRPT Correlates: I06	State: Original Status: Planned	July 2012 - August 2013	Director Information Services	Purchase Order, Erate FCDL
4.1.3:	Leverage our previous investment in our fiber backbone with expanded services for voice, video and data between campuses. LEA LRPT Correlates: I01	State: Original Status: Planned	July 2012 - December 2013	Director Information Services	Erate FCDL
4.1.4:	Analyze our current telecommunications system and make enhancements where necessary. LEA LRPT Correlates: I01	State: Original Status: In Progress	July 2012 - May 2013	Director Information Services	Erate FCDL
4.1.5:	Utilize full-featured warranty contracts on mission critical hardware, to minimize downtime. LEA LRPT Correlates: LAS14	State: Original Status: In Progress	July 2012 - September 2013	Director Information Services	Purchase Orders, Warranty Contracts
4.1.6:	Enhance the video infrastructure to provide video on demand, CCTV and public access programming LEA LRPT Correlates: I01	State: Original Status: Planned	January 2013 - May 2013	Director Information Services	Purchase Orders
4.1.7:	Complete the installation of cable television in each classroom to take advantage of distributed learning opportunities provided by cable and satellite providers LEA LRPT Correlates: I01	State: Original Status: In Progress	September 2012 - December 2013	Director of Information Services	Inventory Reports
4.1.8:	Utilize Erate funds to replace aging technological infrastructure per ECISD established replacement schedule	State: Original Status: In Progress	July 2012 - May 2013	Director of Information Services	Inventory Reports, Purchase Orders

	LEA LRPT Correlates: I08				
4.1.9:	Upgrade district email capabilities to provide remote access and web-based email LEA LRPT Correlates: I01	State: Original Status: In Progress	July 2012	Director Information Services	Erate FCDL
4.1.10:	Continue to utilize third party specialist for network consultation and design LEA LRPT Correlates: I01	State: Original Status: In Progress	July 2012 - June 2013	Director of Information Services	Purchase Order, Network Designs
4.1.11:	Renew annual license for Internet content filtering appliance, as required by CIPA (Children's Internet Protection Act) LEA LRPT Correlates: TL14	State: Original Status: In Progress	July 2012 - June 2013	Director Information Services	Purchase Order, License Agreement
4.1.12:	Investigate alternative funding and leasing to secure technology assets. LEA LRPT Correlates:	State: Original Status: In Progress	September 2012 - June 2013	Asst Superintendent of Finance	Vendor Price Quotes
4.1.13:	ECISD will access the technology needs of each campus by requiring that 100% of the teachers on that campus complete the Teacher Star Chart. LEA LRPT Correlates: LAS03	State: Original Status: Planned	September 2012	Campus Principals	On-line Star Charts
4.1.14:	ECISD will access the Technology needs of the District by competing 100% of the Campus Star Charts. LEA LRPT Correlates: LAS03	State: Original Status: Planned	November 2012	Director Information Services	On-Line Star Chart Reports
4.1.15:	ECISD will seek E-Rate funds based on a completed and comprehensive annual Technology Plan that is aligned with the District Improvement Plan and completed by the District Technology Committee. LEA LRPT Correlates: LAS02, LAS04, LAS05	State: Original Status: Planned	December 2012	Director Information Services	Completed Tech Plan, Erate Form 470
4.1.16:	Seek E-rate funding to provide enhancements to the district-wide VoIP phone system to foster improved communications between teachers and parents, and teachers and administrators. LEA LRPT Correlates: I01	State: Original Status: Planned	July 2012	Director Information System	E-Rate Form 470, FCDL
4.1.17:	Seek E-Rate funding to replace legacy 10/100 switches with 10/100/1000 Switches with POE, and Multicast capability LEA LRPT Correlates: I01	State: Original Status: Planned	July 2012	Director Information Services	E-Rate Form 470, FCDL
4.1.18:	Seek E-Rate funding to extend fiber network on every campus. LEA LRPT Correlates: I01	State: Original Status: Planned	July 2012	Director, Information Services	E-Rate Form 470, FCDL
4.1.19:	Seek E-Rate funding to upgrade connectivity to district offices and classrooms to Cat 6, and prepare wireless network for increased capacity to facilitate BYOT and other wireless	State: Original Status: Planned	July 2012	Director, Information Services	Erate Form 470, FCDL

	initiatives. LEA LRPT Correlates: I01				
4.1.20:	Seek E-Rate funding to install enhancements to the district-wide video distribution system. LEA LRPT Correlates: I01	State: Original Status: Planned	July 2012	Director, Information Services	Erate Form 470, FCDL
4.1.21:	Seek E-Rate funds to purchase Basic Maintenance contract for Phone system, network infrastructure, and mission-critical equipment. LEA LRPT Correlates: I01	State: Original Status: Planned	July 2012	Director, Information Services	E-Rate Form 470, FCDL
4.1.22:	Seek E-Rate Funds to continue to provide district-wide local, long distance, data, cellular and DSL phone service; and webhosting and e-mail services. LEA LRPT Correlates: I01	State: Original Status: Planned	July 2012	Director, Information Services	Erate Form 470, FCDL

Budget

Total amount of Title II, Part D formula funds received for the current year of this plan: \$0.00

Method of application for formula funds: Local Application

Budget year 2012		
Budget item	Cost	Funding Sources with amount per source
Staff Development	\$175,000.00	General Salaries 145,000 Local (Tech) 30,000
Telecommunications & Internet Access	\$150,353.00	Erate 125,000 Local Tech 25,353
Materials & Supplies	\$123,000.00	Local (Tech) 123,000
Equipment	\$596,622.00	Erate 453,000 Local Tech 143,622
Maintenance	\$49,525.00	Local (Salaries) 45,000 Local Tech 4,525
Miscellaneous Expenses	\$45,000.00	Local (Salaries) 45,000
Total	\$1,139,500.00	

Evaluation

Evaluation Process:

The evaluation of the District Technology Plan will be performed during an established committee meeting in the spring semester of each school year. The committee will review the activities that have been accomplished that year and preview the activities called for by the plan during the subsequent year. Needs will be re-assessed, and adjustments which are necessary to meet the education needs of the students of El Campo Independent School District will be made to the plan. Called meetings of this committee will be made at any time during the school year in response to new developments and opportunities as they arise.

Evaluation Method:

Evaluation of the Technology Plan will be a systematic ongoing process. All aspects of the Plan will be formally evaluated by the District Technology Committee during the Fall and Spring Semester of each school year.

The District Technology Committee will be responsible for the ongoing evaluation of this plan. The intention of the evaluation will be to make decisions on the impact that technology has on the learning process for all students.

El Campo ISD's STaR Chart results for each campus will be used to help El Campo ISD assess its progress toward meeting the goals of the Long Range Plan for Technology.

Other methods used for evaluation will include:

- Surveys of the staff conducted periodically in regards to their use of technology in the classroom
- Informal interviews conducted by the campus Technology Committee representative
- Records of staff member participation in technology training monitored by sign-in sheets and teacher professional development records.
- Integration of training into the classroom as measured by lesson plans and number and type of technology projects.
- Monitoring and documentation of community access to technology resources and information on the campuses and on the web site.
- Monitoring and documentation of community involvement
- Yearly inventory of hardware and software
- Support and maintenance of technology as documented by technical support records

EL CAMPO ISD does not discriminate on the basis of sex, disability, race, color, age, or national origin in its educational programs, activities, or employment as required by Title IX, Section 504 and Title VI.

Agenda Item Summary Sheet (4 B.2)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Monthly Financial Reports for Month of November

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

November 30, 2011

Previous Board Action

Approval of 2011-2012 General Operating Budget on August 30, 2011.

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 \$6,760,897, which is 22.78% 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 \$6,560,897; or 22.11% of the approved General Fund operating expenditures (as defined in the AEIS Report).

The undesignated fund balance currently exceeds the 20% goal by \$626,154.

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 29.84% of our amended revenue projections; and expended 27.07% of our amended expenditure estimates.

Compared to the same time last year, our revenue increased by \$236,877 and our expenditures increased by \$409,270.

	2007-2008		2008-2009		2009-2010		2010-2011		2011-2012	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
Sep	19.97%	10.32%	20.59%	11.53%	10.41%	10.59%	9.93%	10.95%	10.63%	12.13%
Oct	36.50%	17.60%	36.88%	17.18%	19.64%	17.92%	18.64%	18.81%	19.79%	20.05%
Nov	40.10%	24.60%	39.46%	24.10%	26.01%	25.17%	27.97%	23.69%	29.84%	27.07%
Dec	55.32%	32.30%	52.68%	31.52%	38.96%	32.11%	41.96%	30.73%		
Jan	75.42%	42.30%	73.77%	38.60%	57.38%	39.07%	60.48%	37.99%		
Feb	83.18%	51.98%	79.39%	48.85%	68.68%	50.45%	66.83%	48.02%		
Mar	85.20%	58.88%	81.29%	55.83%	70.62%	58.65%	68.88%	55.20%		
Apr	86.78%	66.91%	82.79%	62.87%	75.39%	65.99%	73.41%	62.72%		
May	89.07%	76.81%	84.31%	69.96%	79.21%	72.77%	77.20%	69.62%		
Jun	90.38%	82.81%	86.04%	77.28%	85.20%	80.00%	82.93%	76.81%		
Jul	91.72%	88.08%	87.23%	85.52%	91.73%	85.63%	89.99%	84.05%		
Aug	100.03%	99.34%	99.94%	98.05%	100.10%	98.92%	100.38%	98.74%		

Tax Collection Report. Our beginning tax levy of \$13,404,379 has been adjusted by \$15,391 giving us a new adjusted levy of \$13,388,988; and we have currently collected \$1,277,326 which amounts to 9.54% of the adjusted levy. This leaves an uncollected balance of \$12,111,662.

Delinquent collections YTD are \$98,872 plus \$46,434 in penalty and interest.

	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
Oct	0.048%	0.01%	0.00%	0.00%	0.35%	0.31%
Nov	6.67%	5.07%	2.58%	0.44%	8.60%	9.54%
Dec	29.49%	38.76%	32.28%	30.01%	39.54%	
Jan	86.80%	85.29%	81.82%	73.71%	81.26%	
Feb	94.40%	93.58%	93.04%	92.80%	93.50%	
Mar	95.38%	94.44%	94.06%	94.60%	94.95%	
Apr	96.11%	95.13%	94.97%	95.27%	95.52%	
May	96.69%	95.78%	95.61%	95.84%	96.26%	
Jun	97.40%	96.55%	96.69%	96.50%	96.67%	
Jul	97.64%	96.87%		96.83%	97.10%	
Aug	97.81%	97.15%	97.48%	97.17%	97.74%	
Sep	97.97%	97.31%	97.60%	97.37%	97.88%	

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		
	2010-2011	2011-2012	Difference	2010-2011	2011-2012	Difference
Revenue	\$2,840,059	\$3,128,455	\$288,396	\$9,052,916	\$9,289,792	\$236,876
Expenditures	\$2,561,733	\$2,383,552	(\$178,181)	\$6,650,222	\$5,968,924	(\$681,298)
Balance	\$278,326	\$744,903	\$466,577	\$2,402,694	\$3,320,868	\$918,174

Attachments

- Monthly Financial Report – November 30, 2011
- Tax Collection Recap 2011-2012
- Cash Flow Report 2011-2012

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
 December 13, 2011

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

ESTIMATED REVENUE:

	<i>Original Budget</i>	<i>Amended Budget</i>	<i>Revenue Realized</i>	<i>Revenue Balance</i>
<i>Local:</i>	\$14,322,830	\$14,322,830	\$1,690,958	(\$12,631,872)
<i>State:</i>	\$15,587,706	\$15,587,706	\$7,255,138	(\$8,332,568)
<i>Federal:</i>	\$1,218,383	\$1,218,383	\$343,696	(\$874,687)
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<i>Total:</i>	\$31,128,919	\$31,128,919	\$9,289,792	(\$21,839,127)

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>
\$30,015,642	\$30,015,642	\$5,968,925	\$2,156,020	\$8,124,944	\$21,890,698

COMPARISONS TO NOVEMBER 30 OF PRIOR YEAR:

	<i>2010-2011</i>	<i>2011-2012</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$9,052,915	\$9,289,792	\$236,877
<i>Expenditures:</i>	\$7,715,674	\$8,124,944	\$409,270
<i>Cash Position:</i>	\$8,621,973	\$10,641,959	\$2,019,986

PRIOR MONTH CASH POSITION as of 10/31/11: \$9,585,890

GENERAL FUND - FUND BALANCE	GENERAL OPERATING	FUND BALANCE	% of OPERATING	
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	\$6,760,897	22.78%	unaudited

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

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
TAX COLLECTION RECAP
2011 - 2012**

Reporting Period	Beginning Levy	Adjustments	Adjusted Levy	Current Tax Year Collections	% Collected	% Collected Prior Year	Delinquent Collections	Penalty & Interest	Total Collections	Current Tax Year Uncollected
Monthly Recap										
Oct-11	\$13,404,379	-\$5,272	\$13,399,107	40,939	0.31%	0.35%	\$72,121	\$33,218	\$146,278	
Nov-11	\$13,404,379	-\$15,391	\$13,388,988	1,236,387	9.23%	8.25%	\$26,751	\$13,216	\$1,276,354	
Year To Date				1,277,326	9.54%	8.60%	98,872	46,434	\$1,422,632	\$12,111,662

EL CAMPO INDEPENDENT SCHOOL DISTRICT

Cash Flow

2011-2012

199 GENERAL FUND	Actual Sep-11	Actual Oct-11	Actual Nov-10	Actual Nov-11	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-11	2010-11 Totals
REVENUE:														
5700 Local Revenue:														
5711 Taxes Current Year	16,803	35,389	961,630	1,068,764	3,603,820	4,859,615	1,420,820	169,171	64,787	84,341	47,581	46,591	74,900	11,397,718
5712 Taxes Prior Years	13,911	64,243	39,161	23,740	20,740	40,548	37,597	21,228	10,983	19,951	22,226	23,658	30,017	307,317
5719 Pen, Int, & Other	9,786	30,346	12,190	12,270	10,501	17,319	21,775	23,907	14,098	22,122	17,613	18,751	27,157	212,164
5720 Service to Other LEAs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5730 Tuition and Fees	0	0	0	0	0	0	0	0	0	0	0	0	3,900	3,900
5740 Other Local Sources	31,373	5,994	9,931	11,098	10,678	15,194	15,482	18,455	14,815	10,028	12,439	10,134	169,975	308,813
5750 Co/Curr Activities	36,634	16,111	33,874	6,182	-6,729	860	2,746	2,083	1,432	171	0	5,130	17,959	84,613
Total Local Rev:	108,507	152,082	1,056,787	1,122,054	3,639,009	4,933,535	1,498,420	234,844	106,116	136,613	99,860	104,263	323,907	12,314,525
5800 State Revenue:														
5811 Available School Fund	0	0	122,645	105,172	25,491	52,702	52,702	141,876	111,578	111,578	175,046	106,130	0	1,067,469
5812 Foundation Entitlement	3,060,877	2,506,858	1,224,643	1,314,677	0	0	0	400	995,143	659,279	1,321,357	1,718,049	2,717,355	14,163,369
5812 Founda Ent-Prior Yr	0	0	0	0	30,571	0	0	0	0	22,418	0	240	0	53,629
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	0	5,350	8,845
5831 TRS On-Behalf	88,218	0	109,990	179,337	110,124	110,026	110,116	109,639	109,011	110,974	113,650	100,795	156,816	1,359,831
Total State Rev:	3,149,095	2,506,858	1,460,773	1,599,186	166,186	162,728	162,818	251,915	1,215,732	904,249	1,610,053	1,925,214	2,879,521	16,653,143
5900 Federal Revenue:														
5930 Federal	0	0	0	67,113	38,511	0	7,315	0	0	6,805	0	0	6,828	59,458
Total Federal Rev:	0	0	0	67,113	38,511	0	7,315	0	0	6,805	0	0	6,828	59,458
7900 Other Res/Non-Oper														
Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	3,424	3,424
Total Other Res:	0	0	0	0	0	0	0	0	0	0	0	0	3,424	3,424
Total Revenue:	3,257,602	2,658,940	2,517,561	2,788,353	3,843,707	5,096,263	1,668,553	486,759	1,321,849	1,047,666	1,709,913	2,029,477	3,213,681	29,030,550
EXPENDITURES:														
6000 Expenditures:														
6100 Payroll Costs	891,648	1,531,508	1,912,447	1,705,865	1,865,040	1,856,847	1,863,096	1,866,706	1,856,577	1,892,389	1,994,932	1,714,050	2,441,122	22,313,323
6200 Contracted Services	237,438	235,722	179,474	344,326	155,457	151,504	188,092	229,891	129,218	129,352	119,845	96,026	401,221	1,992,618
6300 Supplies & Materials	84,308	161,364	258,971	130,259	153,976	107,145	107,631	132,393	152,758	137,127	177,822	46,401	165,625	1,715,582
6400 Other Operating	46,415	173,797	45,012	40,481	39,746	148,348	56,257	34,593	149,558	24,510	44,743	408,618	179,056	1,340,460
6500 Debt Services	0	0	500	500	0	0	277,438	0	0	500	0	0	47,006	325,444
6600 Capital Outlay	0	5,830	8,230	7,075	64,338	93,800	6,563	6,758	0	0	9,351	5,253	93,230	415,130
8900 Other Uses/Non Operating	0	0	6,037	0	-6,037	0	0	0	0	0	0	0	0	0
Total Expenditures:	1,259,808	2,108,221	2,410,671	2,228,506	2,272,520	2,357,644	2,499,076	2,270,342	2,288,112	2,183,878	2,346,692	2,270,347	3,327,261	28,102,556
ENDING BALANCE	1,997,793	550,719	106,890	559,848	1,571,186	2,738,619	-830,524	-1,783,583	-966,263	-1,136,212	-636,780	-240,870	-113,581	927,995
GF FB as of 8/31/11	6,760,897													
	8,758,690	9,309,409	8,181,754	9,869,257	11,440,444	14,179,063	13,348,539	11,564,957	10,598,693	9,462,482	8,825,702	8,584,832	8,471,251	

240	FOOD SERVICE	Actual Sep-11	Actual Oct-11	Actual Nov-10	Actual Nov-11	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-11	2010-11 Totals
REVENUE:															
5700	Local Revenue:														
	Earnings from Temp Dep			1,149	567	0	0	1,293	0	0	1,542	0	0	1,395	5,379
	Foundation Revenue														
	Breakfast	7,821	7,654	6,560	7,948	4,382	8,423	7,856	7,006	7,503	6,925	344	0	7,060	70,201
	Lunch	20,934	20,726	17,796	21,714	11,727	21,548	19,647	18,578	16,479	16,815	355	0	17,556	178,014
	A La Carte	9,299	8,871	8,916	8,589	6,734	11,168	11,166	10,435	8,981	9,917	1,519	0	4,558	95,351
	Adult Lunches	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Catering/Vending	0	112	75	403	125	644	30	367	384	498	204	0	958	3,389
	Summer Food Service	0	0	0	0	0	0	0	0	0	0	69	70	0	139
	Total Local Ren:	38,054	37,363	34,496	38,654	22,967	41,782	39,992	36,386	33,347	35,696	2,492	70	30,131	352,474
5800	State Revenue														
5829	Misc St Program Rev.	0	0	0	0	0	0	0	9,939	0	0	0	0	0	9,939
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	0	9,939	0	0	0	0	0	9,939
5900	Federal Revenue														
5921	School Breakfast	0	29,770	28,191	28,572	24,100	17,658	26,517	25,456	25,088	26,437	28,755	3,483	9,492	244,575
5922	National School Lunch	0	103,863	102,841	93,743	87,442	63,799	97,069	91,358	65,302	91,784	97,426	12,545	37,638	850,241
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	6,878	8,061	83,721
5929	Fed Rev TEA-Sum Feed	0	0	0	0	0	0	0	0	0	0	0	8,075	4,883	12,958
	Total Federal Rev:	6,878	140,511	137,910	129,193	118,420	88,335	130,464	123,692	97,268	125,099	133,059	30,981	60,074	1,191,495
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:	44,933	177,874	172,407	168,414	141,387	130,118	170,456	170,017	130,615	160,796	135,551	31,051	91,599	1,553,908
EXPENDITURES:															
6000	Expenditures:														
6100	Payroll & Benefits	25,954	49,166	48,873	48,414	47,261	45,146	47,558	49,493	47,805	51,264	46,978	40,802	61,228	570,721
6200	Contracted Services	0	128,164	94,681	97,738	84,834	66,288	73,769	88,066	92,671	80,782	86,260	16,532	46,906	845,079
6300	Supplies & Materials	6,912	7,009	6,995	8,376	6,919	7,069	6,958	7,001	7,014	7,157	7,024	6,952	53,617	130,547
6400	Other Operating	0	139	13	19	70	18	58	39	33	37	68	0	208	576
6600	Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Expenditures:	32,865	184,477	150,562	154,547	139,085	118,521	128,343	144,599	147,523	139,240	140,329	64,286	161,958	1,546,922
	ENDING BALANCE	12,067	5,464	29,279	19,331	21,633	33,230	75,344	100,761	83,853	105,409	100,630	67,396	-2,963	6,985

511	DEBT SERVICE	Actual Sep-11	Actual Oct-11	Actual Nov-10	Actual Nov-11	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-11	2010-11 Totals
REVENUE:															
5700	Local Revenue:														
5711	Taxes Current Year	2,502	5,550	143,174	167,623	536,561	723,533	211,541	25,187	9,646	12,557	7,084	6,937	11,152	1,696,838
5712	Taxes Prior Years	1,839	7,878	5,308	3,011	2,733	5,304	2,691	2,635	1,422	2,400	2,638	3,032	3,999	37,304
5719	Pen, Int, & Other	1,211	2,872	1,418	946	821	1,444	2,553	3,051	1,629	2,443	1,986	2,381	3,486	23,622
5742	Earnings Fm Temp Dep	66	71	192	107	441	1,177	1,411	1,336	1,326	1,391	1,369	1,433	554	10,906
	Total Local Rev:	5,617	16,372	150,092	171,687	540,556	731,458	218,197	32,209	14,023	18,791	13,077	13,783	19,191	1,768,670
5800	State Revenue:														
5829	St Rev Dist By TEA	0	0	0	0	0	35,714	0	0	0	0	0	0	0	35,714
	Total State Rev:	0	0	0	0	0	35,714	0	0	0	0	0	0	0	35,714
7900	Other Res/Non-Oper:														
7940	Other Res/Non-Oper Rev	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:	5,617	16,372	150,092	171,687	540,556	767,172	218,197	32,209	14,023	18,791	13,077	13,783	19,191	1,804,384
EXPENDITURES:															
6000	Expenditures:														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	0	310,000	0	0	0	0	0	480,000	790,000
6521	Interest on Bonds	0	0	0	0	0	0	508,184	0	0	0	0	0	501,984	1,010,169
6599	Other Debt Fees	0	0	500	500	0	0	0	400	0	0	0	0	0	900
	Total Expenditures:	0	0	500	500	0	0	818,184	400	0	0	0	0	981,984	1,801,069
	ENDING BALANCE	5,617	21,989	166,885	193,176	733,732	1,500,904	900,917	932,726	946,749	965,540	978,617	992,400	29,607	3,315
Total Approved Budget															
199, 240, 511															
	TOTAL REVENUE	3,308,151	2,853,186	2,840,059	3,128,455	4,525,649	5,993,553	2,057,206	688,984	1,466,487	1,227,253	1,858,541	2,074,311	3,324,471	32,388,842
	TOTAL EXP	1,292,674	2,292,698	2,561,733	2,383,552	2,411,605	2,476,165	3,445,603	2,415,340	2,435,635	2,323,118	2,487,022	2,334,633	4,471,204	31,450,547
	ENDING BALANCE	2,015,477	2,575,965	2,402,693	3,320,868	5,434,912	8,952,300	7,563,903	5,837,546	4,868,398	3,772,534	3,144,053	2,883,731	1,736,998	

Agenda Item Summary Sheet (04 B.3)
Meeting Date: December 13, 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

November 30, 2011

Previous Board Action

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

Future Action Expected

Next review, March 2012

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 November 30, 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
November 30, 2011

Submitted December 13, 2011
ECISD Board Meeting

Prepared by David Bright,
Assistant Superintendent for Finance

**El Campo Independent School District
Quarterly Report of Investment Activity
Quarter Ending November 30, 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, 2011 to November 30, 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 November 30, 2011

Interest from checking accounts at Prosperity Bank totaled:	\$ 16,441.66
Interest earned at TexPOOL for the quarter totaled:	9.22
Interest earned at TexSTAR for the quarter totaled:	<u>1.03</u>
Total interest earned for the Quarter Ending November 30, 2011, was:	\$ 16,451.91

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 November 30, 2011, the District's portfolio held \$10,599,320.50 or 99.60% of available funds with Prosperity Bank, \$38,048.86 or .36% with TexPOOL, and \$4,589.53 or .04% with TexSTAR. The portfolio balance as of November 30, 2011, was \$10,641,958.89.

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 November 30, 2011, securities pledged by the Prosperity State Bank to El Campo ISD had an estimated market value of \$15,772,323.05. With FDIC insurance the District has adequate collateral.

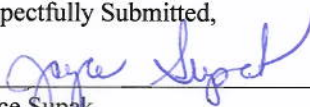
Investment Position at November 30, 2011

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.

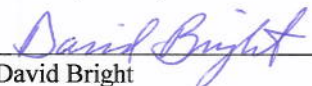
Investment Officers' Certification

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 November 30, 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
 QUARTERLY CASH & INVESTMENT REPORT
 September 1, 2011 to November 30, 2011**

Prosperity Bank

Bank Account Balances - Month End	Sept 11	Oct 11	Nov 11
Money Market Account	\$7,602,344.78	\$8,031,663.75	\$8,362,311.01
General Fund	\$1,370,958.02	\$1,357,212.43	\$1,593,874.99
General Fund - Investment Account	\$5,068.07	\$5,071.34	\$5,074.51
Payroll	\$373,331.98	\$33,847.71	\$376,792.59
Interest & Sinking	\$108,576.81	\$115,459.86	\$261,267.40
Total	\$9,460,279.66	\$9,543,255.09	\$10,599,320.50

Prosperity Bank

Interest Earned	Sept 11	Oct 11	Nov 11
Money Market Account	\$3,553.58	\$4,609.84	\$4,673.68
General Fund	\$765.14	\$970.53	\$1,071.63
General Fund - Investment Account	\$3.16	\$3.27	\$3.17
Payroll	\$144.17	\$159.54	\$239.61
Interest & Sinking	\$65.85	\$71.22	\$107.27
Total	\$4,531.90	\$5,814.40	\$6,095.36

Investment Pools

Investment Balances - Month End	Sept 11	Oct 11	Nov 11
TexPool General Fund Investment Account	\$3,039.94	\$3,040.25	\$3,040.55
TexPool Family Crisis Fund	\$35,002.67	\$35,005.17	\$35,008.31
TexSTAR Debt Service	\$1,100.10	\$1,100.18	\$1,100.27
TexSTAR General	\$3,488.74	\$3,488.98	\$3,489.26
Total	\$42,631.45	\$42,634.58	\$42,638.39

Investment Pools

Investment Interest Earned	Sept 11	Oct 11	Nov 11
TexPool General Fund Investment Account	\$0.30	\$0.31	\$0.30
TexPool Family Crisis Fund	\$2.67	\$2.50	\$3.14
TexSTAR Debt Service	\$0.08	\$0.08	\$0.09
TexSTAR General	\$0.26	\$0.24	\$0.28
Total	\$3.31	\$3.13	\$3.81

Comparison of Interest Rates

Average Monthly Rate:	Prosperity All Accounts	TexPool	TexStar	T-Bill
Sep-11	0.76%	0.0929	0.0906	0.0035
Oct-11	0.76%	0.0839	0.0807	0.0135
Nov-11	0.76%	0.1080	0.0973	0.0140



Monthly Newsletter - November 2011

Performance

As of November 30, 2011

Current Invested Balance	\$4,964,174,535.92
Weighted Average Maturity (1)	46 Days
Weighted Average Maturity (2)	76 Days
Net Asset Value	1.000145
Total Number of Participants	747
Management Fee on Invested Balance	0.05%*
Interest Distributed	\$603,816.17
Management Fee Collected	\$204,960.14
% of Portfolio Invested Beyond 1 Year	4.27%
Standard & Poor's Current Rating	AAAm

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

November Averages

Average Invested Balance	\$4,987,596,393.08
Average Monthly Yield, on a simple basis	0.0973%
Average Weighted Average Maturity (1)*	48 Days
Average Weighted Average Maturity (2)*	80 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.

New Participants

We would like to welcome the following entities who joined the TexSTAR program in November:

★ Harris Fort Bend County ESD 100 ★ TLC Academy

Holiday Reminder

In observance of the **Christmas holiday**, TexSTAR will be closed **Monday, December 26, 2011**. All ACH transactions initiated on Friday, December 23rd will settle on Tuesday, December 27th.

In observance of the **New Year's Day holiday**, TexSTAR will be closed **Monday, January 2, 2012**. All ACH transactions initiated on Friday, December 30th will settle on Tuesday, January 3rd.

Notification of any early transaction deadlines on the business day preceding the holiday will be sent by email to the primary contact on file for all TexSTAR participants. Please plan accordingly for your liquidity needs.

Economic Commentary

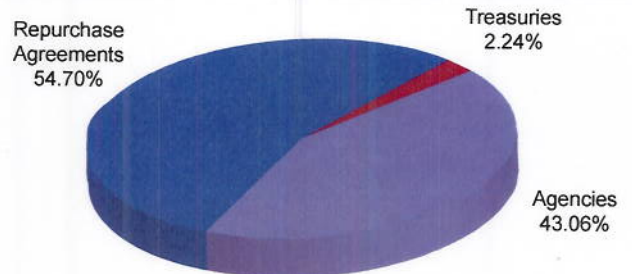
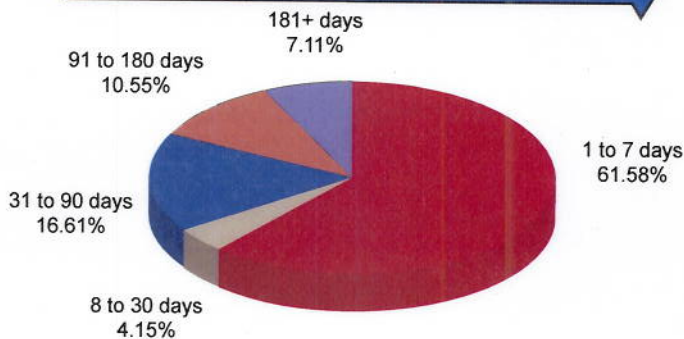
Fears of European debt contagion dictated the tone of global markets for the month. Coordinated central bank action at the end of the month cheered markets, as the Federal Reserve, the Bank of England, the ECB, the Bank of Japan, the Swiss National Bank and the Bank of Canada jointly lowered a U.S. dollar liquidity swap rate. This move represents an important global commitment to maintaining market liquidity, but the difficult work of addressing Europe's government debt and growth problems still remains to be worked out. While U.S. economic data in general has been improving modestly, the Congressional 'super-committee' on deficit reduction was unable to arrive at an agreement prior to its November 23rd deadline. As a result, \$1.2 trillion in automatic spending cuts for defense and entitlement programs are scheduled to take place beginning in 2013. Both S&P and Moody's said their current ratings on U.S. government debt were unaffected, but they both maintained a negative outlook, allowing for future downgrade should spending cuts be weakened or economic growth deteriorate. More importantly, in the near term, the inability of Congress to come to a compromise this year makes it less likely that it will take any action before the end of the year to head off aggressive fiscal tightening scheduled for 2012. This, in turn, will likely create a fiscal drag on the U.S. economy significant enough to raise the potential for recession. The main risk is that ongoing partisanship allows the stimulus measures enacted in late 2010 (a two percentage point employee payroll tax cut and extended unemployment benefits) to lapse, the result of which would be an approximate one percentage point reduction in 2012 GDP growth. A potential tailwind for the economy could come in the form of continued improvement in consumer spending. The recent rebound in U.S. economic data has largely been driven by stronger consumption, but its sustainability has been worrisome, given the decline in real disposable income. Nevertheless, without a change in fiscal policy, the risk of fiscal retrenchment could put U.S. growth close to recessionary levels during the first half of next year.

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

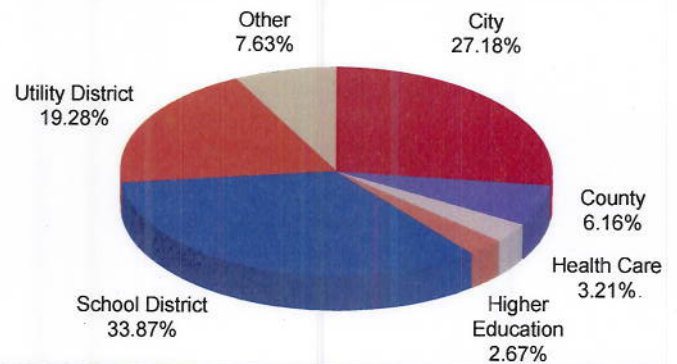
For more information about TexSTAR, please visit our web site at www.texstar.org.

Information at a Glance

Portfolio by Type of Investment As of November 30, 2011



Portfolio by Maturity As of November 30, 2011



Distribution of Participants by Type As of November 30, 2011

Historical Program Information

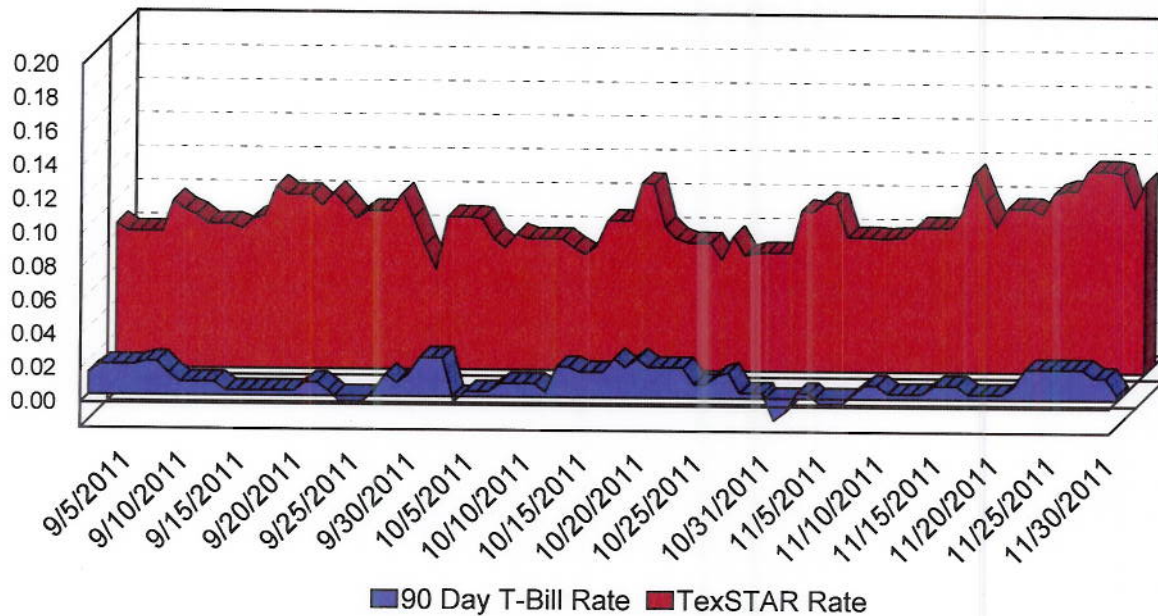
Month	Average Rate	Book Value	Market Value	Net Asset Value	WAM (1)*	WAM (2)*	Number of Participants
Nov 11	0.0973%	\$4,964,174,535.92	\$4,964,899,185.74	1.000145	48	80	747
Oct 11	0.0807%	5,191,742,744.46	5,192,081,793.52	1.000065	47	74	745
Sep 11	0.0906%	5,218,150,511.94	5,218,680,416.17	1.000100	46	76	741
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

Portfolio Asset Summary as of November 30, 2011

	Book Value	Market Value
Uninvested Balance	\$ 11.05	\$ 11.05
Accrual of Interest Income	910,204.20	910,204.20
Interest and Management Fees Payable	(634,758.69)	(634,758.69)
Payable for Investment Purchased	0.00	0.00
Repurchase Agreement	2,715,476,000.00	2,715,476,000.00
Government Securities	2,248,423,079.36	2,249,147,729.18
Total	\$ 4,964,174,535.92	\$ 4,964,899,185.74

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 November be subject to change. The TexSTAR management fee November 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 November 2011

Date	Mny Mkt Fund Equiv. [SEC Std.]	Daily Allocation Factor	TexSTAR Invested Balance	Market Value Per Share	WAM Days (1)*	WAM Days (2)*
11/1/2011	0.0949%	0.000002599	\$5,171,276,957.89	1.000055	51	83
11/2/2011	0.1005%	0.000002753	\$5,184,742,822.76	1.000057	50	82
11/3/2011	0.0996%	0.000002728	\$5,124,657,333.93	1.000082	51	83
11/4/2011	0.0799%	0.000002190	\$5,016,995,553.17	1.000084	51	84
11/5/2011	0.0799%	0.000002190	\$5,016,995,553.17	1.000084	51	84
11/6/2011	0.0799%	0.000002190	\$5,016,995,553.17	1.000084	51	84
11/7/2011	0.0792%	0.000002169	\$5,001,890,407.21	1.000096	51	83
11/8/2011	0.0797%	0.000002183	\$4,963,817,336.33	1.000119	52	85
11/9/2011	0.0800%	0.000002191	\$4,966,627,237.30	1.000130	51	84
11/10/2011	0.0860%	0.000002356	\$4,905,549,178.58	1.000114	50	83
11/11/2011	0.0860%	0.000002356	\$4,905,549,178.58	1.000114	50	83
11/12/2011	0.0860%	0.000002356	\$4,905,549,178.58	1.000114	50	83
11/13/2011	0.0860%	0.000002356	\$4,905,549,178.58	1.000114	50	83
11/14/2011	0.0949%	0.000002599	\$5,009,876,054.96	1.000091	49	81
11/15/2011	0.1179%	0.000003230	\$5,008,139,287.51	1.000095	49	81
11/16/2011	0.1013%	0.000002776	\$5,001,564,339.65	1.000092	48	80
11/17/2011	0.0869%	0.000002380	\$5,052,770,381.97	1.000105	48	79
11/18/2011	0.0976%	0.000002674	\$4,959,170,019.01	1.000113	47	78
11/19/2011	0.0976%	0.000002674	\$4,959,170,019.01	1.000113	47	78
11/20/2011	0.0976%	0.000002674	\$4,959,170,019.01	1.000113	47	78
11/21/2011	0.0942%	0.000002582	\$4,953,890,376.73	1.000114	46	78
11/22/2011	0.1062%	0.000002909	\$4,951,910,417.31	1.000122	47	78
11/23/2011	0.1084%	0.000002970	\$4,915,556,969.64	1.000120	46	78
11/24/2011	0.1084%	0.000002970	\$4,915,556,969.64	1.000120	46	78
11/25/2011	0.1200%	0.000003288	\$4,964,323,824.63	1.000123	44	75
11/26/2011	0.1200%	0.000003288	\$4,964,323,824.63	1.000123	44	75
11/27/2011	0.1200%	0.000003288	\$4,964,323,824.63	1.000123	44	75
11/28/2011	0.1185%	0.000003247	\$5,005,655,262.28	1.000129	44	74
11/29/2011	0.0985%	0.000002699	\$4,992,120,196.49	1.000152	46	76
11/30/2011	0.1135%	0.000003109	\$4,964,174,535.92	1.000145	46	76
Average	0.0973%	0.000002666	\$4,985,696,393.08		48	80

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



TexSTAR Board Members

<i>William Chapman</i>	<i>Central Texas Regional Mobility Authority</i>	<i>Governing Board President</i>
<i>Nell Lange</i>	<i>City of Frisco</i>	<i>Governing Board Vice President</i>
<i>Melinda Garrett</i>	<i>Houston ISD</i>	<i>Governing Board Treasurer</i>
<i>Michael Bartolotta</i>	<i>First Southwest Company</i>	<i>Governing Board Secretary</i>
<i>Will Williams</i>	<i>JP Morgan Chase</i>	<i>Governing Board Asst. Sec./Treas.</i>
<i>Hardy Browder</i>	<i>City of Cedar Hill</i>	<i>Advisory Board</i>
<i>Oscar Cardenas</i>	<i>Northside ISD</i>	<i>Advisory Board</i>
<i>Stephen Fortenberry</i>	<i>McKinney ISD</i>	<i>Advisory Board</i>
<i>Monte Mercer</i>	<i>North Central TX Council of Government</i>	<i>Advisory Board</i>
<i>Becky Brooks</i>	<i>Government Resource Associates, LLC</i>	<i>Advisory Board</i>
<i>Len Santow</i>	<i>Griggs & Santow</i>	<i>Advisory Board</i>

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



J.P.Morgan
 Asset Management

ANNOUNCEMENTS

We would like to recognize and welcome the following entities who joined the TexPool and TexPool Prime programs in November 2011:

TEXPOOL

- Paseo del Este MUD 5
- Paseo del Este MUD 6
- Paseo del Este MUD 7
- Travis County MUD 16
- KIPP Austin Public Schools Inc.

TEXPOOL PRIME

- KIPP Austin Public Schools Inc.

Upcoming Events

12/12/11 – 12/14/11 GTOT Winter Conference, San Antonio

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 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 8/31/2011).

Visit us at FederatedInvestors.com.

G35884-24 (12/11)

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Month in Cash: Euro woes benefit savers

December 1, 2011

Short-term interest rates rose over the month in response to a tightening of liquidity and credit conditions in Europe, as the region's long sovereign debt crisis entered a new and more worrisome phase. Though we would welcome a comprehensive solution, the euro-zone crisis nonetheless can work to the advantage of savers by boosting short-term yields. During November, the one-month London interbank offered rate (Libor) rose 2.6 basis points to 0.27%, three-month Libor jumped 9.9 basis points to 0.53%, six-month Libor soared 12.9 basis points to 0.75%, and one-year Libor moved up by 13.5 basis points to 1.07%.

Cash investors are tracking more than just developments in Europe. But in stark contrast to the global financial crisis in 2008 and the near technical default on Treasury securities last summer, the failure of America's so-called Super Committee to reach agreement on at least \$1.2 trillion in spending cuts and/or revenue increases to the federal budget had minimal impact on short-term funding markets, probably because the outcome already had been discounted. Longer-term, the continued inability of lawmakers to put fiscal policy on a sustainable path could further undermine the U.S. credit rating, which was put on negative watch by Fitch this month after being lowered one notch by Standard & Poor's last summer.

Meanwhile, the Federal Reserve continued to sell a portion of its massive short-term Treasury position as part of "Operation Twist," which the central bank launched in September to bring down intermediate- and longer-dated yields. Subsequent Fed auctions have been vastly oversubscribed, however, and thus have exerted little or no upward pressure on cash rates. With U.S. monetary policy on hold for the foreseeable future—and with year-end technical factors set to exert downward pressure on yields at the extreme short end of the cash curve—we sought to opportunistically lengthen maturities by moving into sectors where we found value.

Coordinated actions provide backstop

We continue to closely monitor developments in Europe and, at this time, remain comfortable with our credit exposures. The coordinated actions taken by six large

(continued page 6)

PERFORMANCE As of November 30, 2011

	TexPool	TexPool Prime
Current Invested Balance	\$14,701,364,013.59	\$905,700,169.11
Weighted Average Maturity (1)*	39 Days	49 Days
Weighted Average Maturity (2)*	80 Days	49 Days
Net Asset Value	1.00008	1.00000
Total Number of Participants	2,258	134
Management Fee on Invested Balance	0.0473%	0.0638%
Interest Distributed	\$ 1,312,310.72	\$ 95,889.27
Management Fee Collected	\$570,206.42	\$46,336.59
Standard & Poor's Current Rating	AAAm	AAAm

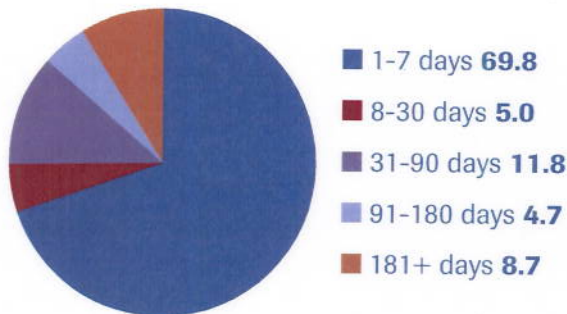
November Averages

Average Invested Balance	\$14,797,866,228.18	\$901,534,654.43
Average Monthly Yield, on a simple basis (3)*	0.11%	0.13%
Average Weighted Average Maturity (1)*	40 Days	52 Days
Average Weighted Average Maturity (2)*	82 Days	52 Days

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

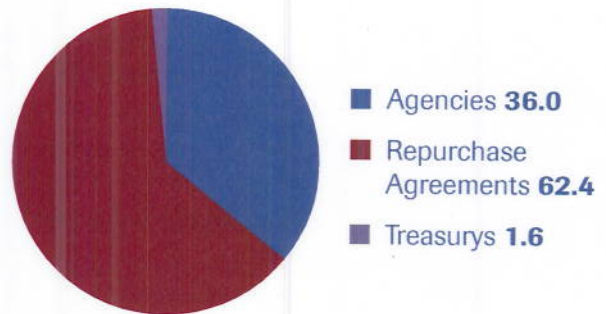
Portfolio by Maturity (%)

As of November 30, 2011



Portfolio by Type of Investment (%)

As of November 30, 2011



PORTFOLIO ASSET SUMMARY AS OF NOVEMBER 30, 2011

	Book Value	Market Value
Uninvested Balance	\$1,781,628.96	\$1,781,628.96
Receivable for Investments Sold	0.00	0.00
Accrual of Interest Income	6,140,977.76	6,140,977.76
Interest and Management Fees Payable	-1,312,114.99	-1,312,114.99
Payable for Investments Purchased	-55,000,000.00	-55,000,000.00
Repurchase Agreements	9,204,524,000.00	9,204,518,000.00
Mutual Fund Investments	0.00	0.00
Government Securities	5,315,239,678.58	5,316,408,143.35
US Treasury Bills	0.00	0.00
US Treasury Notes	229,989,843.28	230,041,387.00
Total	\$14,701,364,013.59	\$14,702,578,022.08

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	567	\$4,630,487,309.98
Higher Education	55	\$1,646,940,136.21
Healthcare	80	\$381,699,361.18
Utility District	693	\$1,299,837,937.67
City	438	\$3,895,651,461.38
County	171	\$1,060,778,949.15
Other	254	\$1,785,853,972.33

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.

Definition of Average Monthly Yield (3)

*(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

DAILY SUMMARY

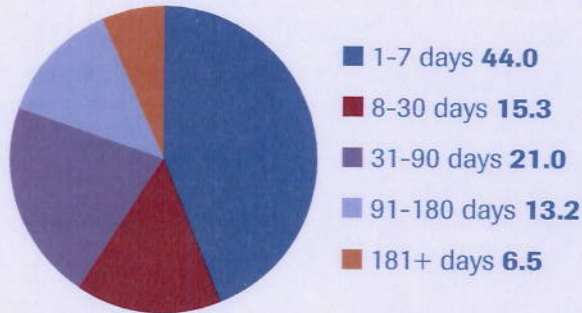
Date	Money Mkt. Fund Equiv. (SEC Std.)	Daily Allocation Factor	TexPool Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
01-Nov	0.1018%	0.000002790	\$14,436,608,632.02	1.00007	33	76
02-Nov	0.1075%	0.000002945	\$14,485,906,314.30	1.00007	33	75
03-Nov	0.1067%	0.000002922	\$14,492,844,887.01	1.00007	33	80
04-Nov	0.0794%	0.000002175	\$14,580,930,601.05	1.00007	40	84
05-Nov	0.0794%	0.000002175	\$14,580,930,601.05	1.00007	40	84
06-Nov	0.0794%	0.000002175	\$14,580,930,601.05	1.00007	40	84
07-Nov	0.0925%	0.000002535	\$14,508,702,359.83	1.00007	41	84
08-Nov	0.0926%	0.000002536	\$14,553,069,328.32	1.00007	40	86
09-Nov	0.0928%	0.000002542	\$14,570,354,408.21	1.00007	40	86
10-Nov	0.0965%	0.000002644	\$15,331,279,833.74	1.00010	41	84
11-Nov	0.0965%	0.000002644	\$15,331,279,833.74	1.00010	41	84
12-Nov	0.0965%	0.000002644	\$15,331,279,833.74	1.00010	41	84
13-Nov	0.0965%	0.000002644	\$15,331,279,833.74	1.00010	41	84
14-Nov	0.1087%	0.000002979	\$15,264,988,865.12	1.00009	38	80
15-Nov	0.1410%	0.000003862	\$14,994,774,929.15	1.00010	39	80
16-Nov	0.1142%	0.000003129	\$15,072,940,433.08	1.00010	39	80
17-Nov	0.0939%	0.000002573	\$15,030,121,490.83	1.00009	39	80
18-Nov	0.1113%	0.000003049	\$14,816,495,467.40	1.00009	40	84
19-Nov	0.1113%	0.000003049	\$14,816,495,467.40	1.00009	40	84
20-Nov	0.1113%	0.000003049	\$14,816,495,467.40	1.00009	40	84
21-Nov	0.1034%	0.000002832	\$14,660,814,791.43	1.00009	40	81
22-Nov	0.1226%	0.000003360	\$14,578,123,576.04	1.00009	40	81
23-Nov	0.1230%	0.000003371	\$14,547,485,169.82	1.00008	42	84
24-Nov	0.1230%	0.000003371	\$14,547,485,169.82	1.00008	42	84
25-Nov	0.1326%	0.000003632	\$14,723,897,673.64	1.00008	42	83
26-Nov	0.1326%	0.000003632	\$14,723,897,673.64	1.00008	42	83
27-Nov	0.1326%	0.000003632	\$14,723,897,673.64	1.00008	42	83
28-Nov	0.1307%	0.000003582	\$14,906,027,525.30	1.00008	39	80
29-Nov	0.1080%	0.000002958	\$14,895,284,390.28	1.00008	39	80
30-Nov	0.1218%	0.000003338	\$14,701,364,013.59	1.00008	39	80
Averages	0.1080%	0.000002959	\$14,797,866,228.18	1.00008	40	82

TEXPOOL PRIME

December 2011

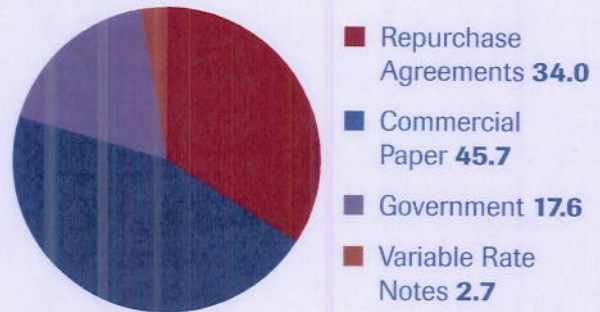
Portfolio by Maturity (%)

As of November 30, 2011



Portfolio by Type of Investment (%)

As of November 30, 2011



PORTFOLIO ASSET SUMMARY AS OF NOVEMBER 30, 2011

	Book Value	Market Value
Uninvested Balance	\$416,227.65	\$416,227.65
Accrual of Interest Income	51,352.22	51,352.22
Interest and Management Fees Payable	-95,888.42	-95,888.42
Payable for Investments Purchased	-15,000,000.00	-15,000,000.00
Accrued Expenses & Taxes	0.00	0.00
Repurchase Agreements	312,150,000.00	312,150,000.00
Commercial Paper	446,078,602.75	446,059,981.86
Bank Instruments	0.00	0.00
Mutual Fund Investments	0.00	0.00
Government Securities	162,099,874.91	162,115,074.80
Variable Rate Notes	0.00	0.00
Total	\$905,700,169.11	\$905,696,748.11

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	65	\$500,061,387.06
Higher Education	8	\$52,426,097.02
Healthcare	7	\$25,195,806.34
Utility District	3	\$71,717,611.93
City	23	\$106,651,892.82
County	17	\$147,206,660.97
Other	11	\$2,441,048.68

TEXPOOL PRIME

DAILY SUMMARY

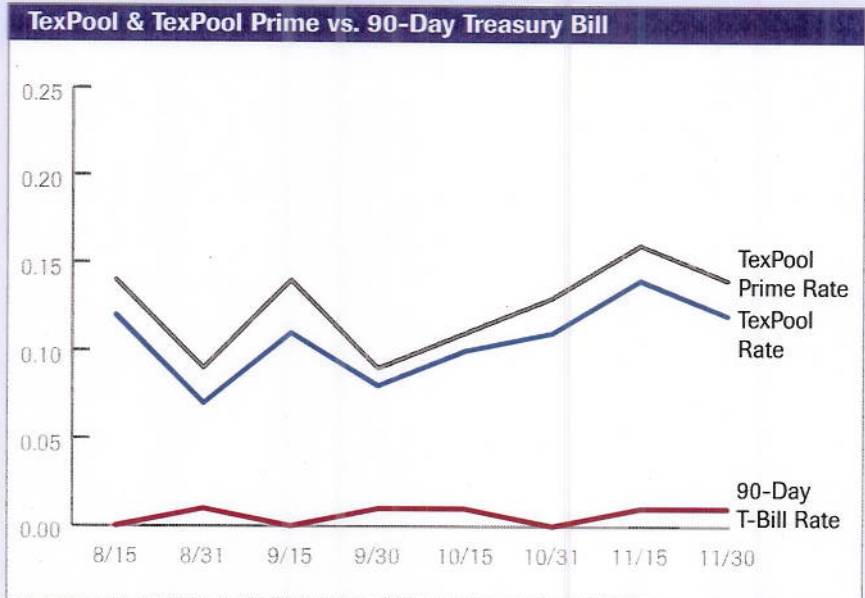
Date	Money Mkt. Fund Equiv. (SEC Std.)	Daily Allocation Factor	TexPool Prime Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
01-Nov	0.1240%	0.000003398	\$948,179,134.45	1.00004	34	35
02-Nov	0.1272%	0.000003484	\$947,689,916.77	1.00004	34	34
03-Nov	0.1310%	0.000003588	\$940,376,669.76	1.00005	37	38
04-Nov	0.1019%	0.000002791	\$936,557,519.89	1.00004	50	50
05-Nov	0.1019%	0.000002791	\$936,557,519.89	1.00004	50	50
06-Nov	0.1019%	0.000002791	\$936,557,519.89	1.00004	50	50
07-Nov	0.1104%	0.000003024	\$919,494,801.09	1.00005	51	51
08-Nov	0.1095%	0.000002999	\$916,193,180.53	1.00005	48	51
09-Nov	0.1129%	0.000003094	\$904,842,068.45	1.00005	48	51
10-Nov	0.1218%	0.000003336	\$900,676,614.55	1.00005	55	57
11-Nov	0.1218%	0.000003336	\$900,676,614.55	1.00005	55	57
12-Nov	0.1218%	0.000003336	\$900,676,614.55	1.00005	55	57
13-Nov	0.1218%	0.000003336	\$900,676,614.55	1.00005	55	57
14-Nov	0.1312%	0.000003595	\$889,962,659.12	1.00007	52	54
15-Nov	0.1575%	0.000004314	\$893,511,896.24	1.00007	52	52
16-Nov	0.1351%	0.000003702	\$898,278,323.17	1.00001	58	58
17-Nov	0.1225%	0.000003357	\$895,702,990.51	1.00001	58	58
18-Nov	0.1330%	0.000003644	\$892,558,998.54	1.00000	58	58
19-Nov	0.1330%	0.000003644	\$892,558,998.54	1.00000	58	58
20-Nov	0.1330%	0.000003644	\$892,558,998.54	1.00000	58	58
21-Nov	0.1319%	0.000003614	\$882,582,807.44	1.00001	56	56
22-Nov	0.1452%	0.000003978	\$879,287,127.00	1.00000	55	55
23-Nov	0.1409%	0.000003860	\$879,498,907.48	1.00000	55	55
24-Nov	0.1409%	0.000003860	\$879,498,907.48	1.00000	55	55
25-Nov	0.1526%	0.000004182	\$864,608,584.49	0.99999	55	55
26-Nov	0.1526%	0.000004182	\$864,608,584.49	0.99999	55	55
27-Nov	0.1526%	0.000004182	\$864,608,584.49	0.99999	55	55
28-Nov	0.1513%	0.000004144	\$884,941,177.81	1.00000	51	51
29-Nov	0.1289%	0.000003532	\$896,417,129.65	1.00000	50	50
30-Nov	0.1414%	0.000003873	\$905,700,169.11	1.00000	49	49
Averages	0.1297%	0.000003554	\$901,534,654.43	1.00003	52	52

TEXPOOL

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

(continued from page 1)

central banks on November 30 to provide the global financial system with dollar liquidity at a cheaper price is strongly positive since it indicates that policymakers recognize the severity of the euro-zone situation and are prepared to take whatever steps are necessary to avoid a repeat of the credit freeze that accompanied the September 2008 bankruptcy of Lehman Brothers. Though the liquidity injection does not bridge the deep political chasm that continues to separate creditor and debtor countries in the euro zone, we are encouraged that in addition to the strong policy response overseas, the U.S. economy appears to have regained a meaningful degree of traction in recent weeks, with housing, manufacturing and employment all showing at least modest improvement. Economic healing in the United States is a prerequisite for the normalization of domestic interest rates, which now have been within the unprecedented low range of zero to 0.25% for three consecutive years.



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 90-Day Treasury Bill is a weighted average rate of the weekly auctions of 90-Day Treasury Bills.

Agenda Item Summary Sheet (4 B.4)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Checks Written – November 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 2011-2012 General Operating Budget.

ECISD Board Policy

None.

Effective Date

November 30, 2011

Previous Board Action

Approval of 2011-2012 General Operating Budget on August 30, 2011 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:

	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
September	\$589,273.28	\$808,126.97	\$655,949.80	\$629,351.65	\$591,106.98
October	\$804,931.69	\$778,762.11	\$970,451.63	\$640,667.05	\$655,040.01
November	\$750,671.57	\$1,140,664.10	\$750,661.87	\$865,783.43	\$718,579.69
Subtotal YTD	\$2,144,876.54	\$2,727,553.18	\$2,377,063.30	\$2,135,802.13	\$1,964,726.68
December	\$1,211,146.13	\$1,030,485.01	\$853,561.12	\$720,971.25	
January	\$1,045,238.51	\$995,619.31	\$880,591.27	\$747,638.61	
February	\$1,993,265.44	\$1,128,501.50	\$874,019.06	\$594,414.61	
March	\$660,962.20	\$1,107,119.75	\$694,107.70	\$704,337.28	
April	\$777,024.72	\$779,634.45	\$846,903.79	\$656,212.94	
May	\$867,612.30	\$1,105,700.63	\$758,644.83	\$620,111.02	
June	\$1,529,388.36	\$816,384.98	\$718,912.56	\$736,989.79	
July	\$803,678.77	\$813,160.04	\$718,935.08	\$658,378.35	
August	\$1,161,873.57	\$873,588.10	\$1,463,086.35	\$1,172,766.92	
Total	\$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 November are available in electronic format and were emailed to each member of the Board.

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

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

Superintendent's Recommendation Information only.

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (7 C)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Discussion Only

Governance	Review of Revised Policy EHBB(LOCAL), SPECIAL PROGRAMS: GIFTED AND TALENTED STUDENTS
Summary	<p>Last spring TASB Policy Service notified us that the Texas Education Agency had revised and updated the Statewide Plan for Gifted and Talented Education to clarify requirements and to reflect new language and make recommendations that correspond to current research regarding best practices for gifted and talented students. In response, TASB Policy Service updated their recommended language for EHBB, the local policy required to implement the options within the statewide plan.</p> <p>We were asked to complete a survey to reflect district-level practices to allow our policy consultant to prepare a draft of the necessary policy language appropriate for our district. Based on our responses on that survey, the revised EHBB(LOCAL) is now being presented for the board's consideration.</p>
ECISD Board Policy	BF (LOCAL), BOARD POLICES
Effective Date	Following approval by the Board at the next regular meeting.
Previous Board Action	None.
Future Action Expected	The Board will act to approve the new LOCAL policy at the next regular meeting.
Background Information and Signification Issues	<p>This policy is being recommended to correspond to the new Statewide Plan for Gifted and Talented Education. The plan may be found at:</p> <p>http://www.tea.state.tx.us/index2.aspx?id=6420</p>
Fiscal Impact	None.
Student and Public Benefit	Board policies are designed to promote fair and equitable treatment for all district patrons.

Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	(1) Proposed Policy EHBB(LOCAL)
Contact Person(s)	Mark Pool, Superintendent of School
Action Required	None.
Superintendent's Recommendation	This is a discussion item only. Mark Pool, Superintendent of Schools

PROPOSED POLICY

NOMINATION / REFERRAL	Students may be nominated/referred for the gifted and talented program at any time by teachers, counselors, parents, or other interested persons.
SCREENING AND IDENTIFICATION PROCESS	The District shall provide assessment opportunities to complete the screening and identification process for nominated/referred students at least once per school year.
PARENTAL CONSENT	The District shall obtain written parental consent before any special testing or individual assessment is conducted as part of the screening and identification process. All student information collected during the screening and identification process shall be an educational record, subject to the protections set out in policies at FL.
IDENTIFICATION CRITERIA	The Board-approved program for the gifted and talented shall establish criteria to identify gifted and talented students. The criteria shall be specific to the state definition of gifted and talented and shall ensure the fair assessment of students with special needs, such as the culturally different, the economically disadvantaged, and students with disabilities.
ASSESSMENTS	Data collected through both objective and subjective assessments shall be measured against the criteria approved by the Board to determine individual eligibility for the program. Assessment tools may include, but are not limited to, the following: achievement tests, intelligence tests, creativity tests, behavioral checklists completed by teachers and parents, student/parent conferences, and available student work products.
SELECTION	A selection committee shall evaluate each nominated/referred student according to the established criteria and shall identify those students for whom placement in the gifted and talented program is the most appropriate educational setting. The committee shall be composed of at least three professional educators who have received training in the nature and needs of gifted students, as required by law, and shall be established at each campus.
NOTIFICATION	The District shall provide written notification to parents of students who qualify for services through the District's gifted and talented program. Participation in any program or services provided for gifted students shall be voluntary, and the District shall obtain written permission from the parents before placing a student in a gifted program.
REASSESSMENT	

	<p>The District shall reassess students to determine appropriate program placement when a student moves from grade five to grade six.</p>
TRANSFER STUDENTS INTERDISTRICT	<p>When a student identified as gifted by a previous school district enrolls in the District, the District shall place the student in the District's program for gifted and talented students for the remainder of the current school year.</p> <p>The District shall assess the student during the next annual screening period using the District's established identification criteria, and the selection committee shall determine if continued placement in the District's program for gifted and talented students is appropriate.</p>
INTRADISTRICT	<p>A student who transfers from one campus in the District to the same grade level at another District campus shall continue to receive services in the District's gifted and talented program.</p>
FURLOUGHS	<p>The District may place on a furlough any student who is unable to maintain satisfactory performance or whose educational needs are not being met within the structure of the gifted and talented program. A furlough may be initiated by the District, the parent, or the student.</p> <p>In accordance with administrative regulations, a furlough shall be granted for specified reasons and for a specified period of time. At the end of a furlough, the student may reenter the gifted program, be placed on another furlough, or be exited from the program.</p>
EXIT PROVISIONS	<p>The District shall monitor student performance in the program. If at any time the selection committee determines it is in the best interest of the student and his or her educational needs, the committee may exit a student from the program. If a student or parent requests removal from the program, the selection committee shall meet with the parent and student before honoring the request.</p>
APPEALS	<p>A parent or student may appeal any final decision of the selection committee regarding selection for or exit from the gifted program. Appeals shall be made first to the selection committee. Any subsequent appeals shall be made in accordance with FNG(LOCAL) beginning at Level Two.</p>
PROGRAM EVALUATION	<p>The District shall annually evaluate the effectiveness of the District's gifted program, and the results of the evaluation shall be used to modify and update the District and campus improvement plans. The District shall include parents in the evaluation process and shall share the information with Board members, administrators, teachers, counselors, students in the gifted and talented program, and the community.</p>

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

EHBB
(LOCAL)

COMMUNITY
AWARENESS

The District shall ensure that information about the District's gifted and talented program is available to parents and community members and that they have an opportunity to develop an understanding of and support for the program.

Agenda Item Summary Sheet (7 D)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Action Required

Governance	Announcement of Board Continuing Education Credits
Summary	<p>According to LEGAL policy, each Trustee must complete any training required by the State Board of Education; and 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.</p> <p>Required 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.</p>
ECISD Board Policy	BBD (LEGAL), BOARD MEMBERS: TRAINING AND ORIENTATION
Effective Date	January 1, 2011 through December 31, 2011
Previous Board Action	A review of the current continuing education credits for each board member is always made at the meeting prior to the required announcement.
Future Action Expected	At the last regular meeting of the calendar year, a public announcement will be made and the minutes caused to reflect whether each Trustee has met or is delinquent in meeting the required training.
Background Information and Significant Issues	<p>According to the <i>Texas Education Code § 11.159</i>, each trustee must complete any training required by the State Board of Education. The required training is as follows:</p> <p>Tier 1</p> <p>New Members. New 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.</p> <p>All newly elected Board members shall also receive the orientation to the Texas Education Code within the first year of service. The orientation shall be delivered by regional education</p>

service centers and shall be three hours in length.

Legislative Updates. After each session of the Texas Legislature, each Board member shall receive an updated session from a regional education service or any registered provider to the basic orientation to the Texas Education Code. This 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.

Tier 2

Team Building. 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 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.

Tier 3

Continuing Education. In addition to the orientation and team building, all Board members shall receive additional continuing education on an annual basis. In the first year of service, Board members shall receive at least ten hours of continuing education.

Following the first year of service, Board members shall receive at least five hours of continuing education.

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

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.

Fiscal Impact

None.

Student and Public Benefit

The Board is the educational policy-making body for the District. To effectively meet the challenges of public education, the Board and the Superintendent must function together as a leadership team. Continuing education is designed to achieve that end.

Procedural and Reporting Implications

The Board President shall publicly read the School Board Continuing Education Record, cause it to be reflected in the minutes, and provide the information to the media.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	Summary of Board Member Training
Contact Person(s)	Dianne Cerny, Administrative Assistant to Superintendent
Action Required	The Board President shall publicly read the School Board Continuing Education Record.
Superintendent's Recommendation	No recommendation required. Mark Pool, Superintendent of Schools

School Board Continuing Education Update

January 1, 2009 – December 31, 2009

NAME	TIER ONE		TIER TWO	TIER THREE		*
	Local Orientation (New Members Only)	Education Code Orientation or Update	Team-Building and Assessment	Continuing Education in Assessed Needs	Specified Open Meetings Training	
Tommy Turner	N/A	Region III ESC 2011 Legislative Update On-Line November 4, 2011	Region III ESC Charlotte Baker <i>TASB Effective Board Practices Inventory</i> 11/29/2011	2011 TASA/TASB Annual Convention Austin, Texas 9.50 hours	N/A	E 4.50 Hours
Cecil Davis	N/A	2011 TASA/TASB Annual Convention Austin, Texas	Scheduled for Make-Up	2011 TASA/TASB Annual Convention Austin, Texas 11.50 hours	N/A	E 6.50 Hours
Ralph Novosad	N/A		Region III ESC Charlotte Baker <i>TASB Effective Board Practices Inventory</i> 11/29/2011	2011 TASA/TASB Annual Convention Austin, Texas 5.00 hours	N/A	D Tier 1

School Board Continuing Education Update

January 1, 2009 – December 31, 2009

NAME	TIER ONE		TIER TWO	TIER THREE		*
	Local Orientation (New Members Only)	Education Code Orientation or Update	Team-Building and Assessment	Continuing Education in Assessed Needs	Specified Open Meetings Training	
David Hodges	N/A	Region III ESC 2011 Legislative Update On-Line	Region III ESC Charlotte Baker <i>TASB Effective Board Practices Inventory</i> 11/29/2011	2011 TASA/TASB Annual Convention Austin, Texas 5.00 hours	N/A	C
James Russell	N/A		Region III ESC Charlotte Baker <i>TASB Effective Board Practices Inventory</i> 11/29/2011	TASB Online Learning Center 11/26/2011 0.75 hours 11/28/2011 1.50 hours	N/A	D Tier 1 D Tier 3 (2.75) hours
J.J. Croix	N/A	Region III ESC 2011 Legislative Update On-Line	Region III ESC Charlotte Baker <i>TASB Effective Board Practices Inventory</i> 11/29/2011	TASB Online Learning Center 11/28/2011 2.25 hours 11/29/2011 3.00 hours	N/A	E 0.25 hours

School Board Continuing Education Update

January 1, 2009 – December 31, 2009

NAME	TIER ONE		TIER TWO	TIER THREE		*
	Local Orientation (New Members Only)	Education Code Orientation or Update	Team-Building and Assessment	Continuing Education in Assessed Needs	Specified Open Meetings Training	
Kristi David	Local Orientation June 21, 2011	ESC Provided Training TEC Orientation Victoria, TX	Region III ESC Charlotte Baker <i>TASB Effective Board Practices Inventory</i> 11/29/2011	2011 Spring Workshop Victoria, TX 2011 TASA/TASB Annual Convention Austin, Texas 13.75 hours	2011 TASA/TASB Annual Convention Austin, Texas	E 3.75 Hours

D = Deficient in required hours for current assessment year

C = Completed required hours for current assessment year

E = Exceeded required hours for current year

**Texas Association of School Boards
Board Member Continuing Education Report**

Reporting Period: 01/01/2011 - 12/31/2011

El Campo ISD

District # 0241903

Tommy Turner ID# 1053966

<u>TIER-3</u>		<u>Hours earned</u>	<u>Date earned</u>
2011 TASA/TASB Annual Convention	Austin		
Utilizing a Balanced Scorecard to Inform Teachers, Administrators, and the	7:30 - 8:45 am	1.25	09/30/2011
Your District's Facebook: Dodging the Pitfalls and Using Social Media Wisel	9:00 - 10:15 am	1.25	09/30/2011
Board Presidents' Legal Duties and Responsibilities (Board Presidents Acade	1:00 - 3:45 pm	2.50	09/30/2011
General Session: Jimmy Wales	4:00 - 5:30 pm	1.00	09/30/2011
Increasing Student Motivation by Increasing Their Self-Beliefs	9:00 - 10:15 am	1.25	10/01/2011
General Session: The Tuohy's	10:30 - 12:00 pm	1.00	10/01/2011
Transforming Learning and Teaching through Technology	1:30 - 2:45 pm	1.25	10/01/2011
<i>Total hours for TIER-3</i>		9.50	
<i>Total hours for Reporting Period 1/1/2011 -12/31/2011</i>		9.50	

ATTN Board Members: Because your district, not TASB, is the official keeper of record for your continuing education credits, you should report any errors or missing training credits to your superintendent's secretary rather than to TASB.

ATTN District Personnel: If you have revisions or additions to the training detail contained in this report, please follow the instructions below.

1. If information already listed on the report needs to be revised, the district recordkeeper should mark the necessary change on the report itself and fax it to TASB. Please allow 30 days for TASB to post the changes.
2. If TASB training took place that is not listed on the report and it has been at least 30 days since the training, the recordkeeper should fax TASB a copy of the certificate or credit/scantron form provided at the event. If training documentation has been lost, fax TASB the name of the board member, name and date of the event, name of each session attended and the number of credit hours earned for each session. Please allow 30 days for TASB to post the changes.
3. If non-TASB training took place that is not listed on the report, the recordkeeper should submit the credit on-line.

E-Mail:
cec@tasb.org

Fax:
512-467-3642

TASB Main Number:
800-580-8272 ext. 2219



**Texas Association of School Boards
Board Member Continuing Education Report**

Reporting Period: 01/01/2011 - 12/31/2011

El Campo ISD

District # 0241903

Cecil Davis ID# 1037049

<u>TIER-1</u>			<u>Hours earned</u>	<u>Date earned</u>
2011 TASA/TASB Annual Convention	Austin			
2011 Legislative Update (Tier 1 Credit)		10:30 - 11:45 am	1.25	09/30/2011
<i>Total hours for TIER-1</i>			1.25	

<u>TIER-3</u>			<u>Hours earned</u>	<u>Date earned</u>
2011 TASA/TASB Annual Convention	Austin			
Connecting Homes, Family, and the Community		7:30 - 8:45 am	1.25	09/30/2011
Your District's Facebook: Dodging the Pitfalls and Using Social Media Wisel		9:00 - 10:15 am	1.25	09/30/2011
Distinguished Lecture: What the Financial Markets Are Telling Us		1:00 - 2:15 pm	1.25	09/30/2011
Distinguished Lecture: Beyond the 82nd Legislative Session: What to Expect		2:30 - 3:45 pm	1.25	09/30/2011
General Session: Jimmy Wales		4:00 - 5:30 pm	1.00	09/30/2011
School Transportation Efficiency (Best Practices)		7:30 - 8:45 am	1.25	10/01/2011
Increasing Student Motivation by Increasing Their Self-Beliefs		9:00 - 10:15 am	1.25	10/01/2011
General Session: The Tuohy's		10:30 - 12:00 pm	1.00	10/01/2011
iTeach, iLearn: iPad in the classroom (Learning Lab)		2:00 - 3:00 pm	1.00	10/01/2011
TASB Delegate Assembly		2:00 - 4:00 pm	1.00	10/01/2011
<i>Total hours for TIER-3</i>			11.50	

Total hours for Reporting Period 1/1/2011 - 12/31/2011 **12.75**

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cec@tasb.org

Fax:
512-467-3642

TASB Main Number:
800-580-8272 ext. 2219



**Texas Association of School Boards
Board Member Continuing Education Report**

Reporting Period: 01/01/2011 - 12/31/2011

EI Campo ISD

District # 0241903

Ralph A. Novosad ID# 1060299

TIER-3			<u>Hours earned</u>	<u>Date earned</u>
2011 TASA/TASB Annual Convention				
	Austin			
UIL Update		7:30 - 8:45 am	1.25	09/30/2011
Preparing High Schools for the EOC/STAAR Assessments		9:00 - 10:15 am	1.25	09/30/2011
Planning for 2012-13: What Districts Are Doing to Reduce Costs		10:30 - 11:45 am	1.25	09/30/2011
Keep the Doors Open: Creative Tips for Reducing M&O Costs of Existing Facil		1:00 - 2:15 pm	1.25	09/30/2011
Total hours for TIER-3			5.00	
Total hours for Reporting Period 1/1/2011 -12/31/2011			5.00	

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**Texas Association of School Boards
Board Member Continuing Education Report**

Reporting Period: 01/01/2011 - 12/31/2011

El Campo ISD

District # 0241903

David J. Hodges ID# 1057398

<u>TIER-3</u>			<u>Hours earned</u>	<u>Date earned</u>
2011 TASA/TASB Annual Convention	Austin			
UIL Update		7:30 - 8:45 am	1.25	09/30/2011
Preparing High Schools for the EOC/STAAR Assessments		9:00 - 10:15 am	1.25	09/30/2011
Planning for 2012-13: What Districts Are Doing to Reduce Costs		10:30 - 11:45 am	1.25	09/30/2011
Keep the Doors Open: Creative Tips for Reducing M&O Costs of Existing Facil		1:00 - 2:15 pm	1.25	09/30/2011
<i>Total hours for TIER-3</i>			5.00	
<i>Total hours for Reporting Period 1/1/2011 -12/31/2011</i>			5.00	

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Texas Association of School Boards
Board Member Continuing Education Report

Reporting Period: 01/01/2011 - 12/31/2011

El Campo ISD

District # 0241903

James S. Russell ID# 1072253

<u>TIER-3</u>		<u>Hours earned</u>	<u>Date earned</u>
Online Learning Center - Board Development	Virtual Learning		
Short Course: The Ongoing Process of Superintendent Evaluation		0.75	11/26/2011
Short Course: Focused and Productive Board Discussions		0.75	11/28/2011
Short Course: Working with the Superintendent		0.75	11/28/2011
<i>Total hours for TIER-3</i>		2.25	
<i>Total hours for Reporting Period 1/1/2011 --12/31/2011</i>		2.25	

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**Texas Association of School Boards
Board Member Continuing Education Report**

Reporting Period: 01/01/2011 - 12/31/2011

El Campo ISD

District # 0241903

J. J. Croix ID# 1072252

<u>TIER-3</u>		<u>Hours earned</u>	<u>Date earned</u>
Online Learning Center - Board Development	Virtual Learning		
Setting Superintendent Performance Goals		1.50	11/28/2011
Short Course: The Ongoing Process of Superintendent Evaluation		0.75	11/28/2011
Short Course: Selecting a Board President		0.75	11/29/2011
Short Course: Take This Job and Love it		0.75	11/29/2011
The Board's Role in Improving Student Achievement		1.50	11/29/2011
		<i>Total hours for TIER-3</i>	5.25
		<i>Total hours for Reporting Period 1/1/2011 -12/31/2011</i>	5.25

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**Texas Association of School Boards
Board Member Continuing Education Report**

Reporting Period: 01/01/2011 - 12/31/2011

El Campo ISD

District # 0241903

Kristi David ID# 1077467

<u>TIER-1</u>			<u>Hours earned</u>	<u>Date earned</u>
ESC Provided Training - TEC Orientation	Victoria, Texas			
Orientation to Texas Education Code		8:00 - 3:30 pm	3.00	05/19/2011
<i>Total hours for TIER-1</i>			3.00	

<u>TIER-3</u>			<u>Hours earned</u>	<u>Date earned</u>
2011 Spring Workshops	Victoria			
Board Engagement: Maximixing Your Potential Impact		8:30 - 9:30 am	1.00	05/19/2011
Quick Tips for New Board Members		2:30 - 3:30 pm	1.00	05/19/2011
2011 TASA/TASB Annual Convention	Austin			
Parents at the Table: Education Leadership's Missing Link to School Improve		7:30 - 8:45 am	1.25	09/30/2011
Boardsmanship Basics (TASB ISD)		9:00 - 11:45 am	2.50	09/30/2011
School Law Basics (TASB ISD)		1:00 - 2:15 pm	1.25	09/30/2011
Introduction to the Texas Open Meetings Act (Required Open Govt Training)		2:30 - 3:45 pm	1.25	09/30/2011
General Session: Jimmy Wales		4:00 - 5:30 pm	1.00	09/30/2011
Bullies in Schools in Relationship to Domestic Violence		7:30 - 8:45 am	1.25	10/01/2011
Turn Out the Lights...		9:00 - 10:15 am	1.25	10/01/2011
General Session: The Tuohy's		10:30 - 12:00 pm	1.00	10/01/2011
TASB Delegate Assembly		2:00 - 4:00 pm	1.00	10/01/2011
<i>Total hours for TIER-3</i>			13.75	

Total hours for Reporting Period 1/1/2011 -12/31/2011 **16.75**



Agenda Item Summary Sheet (7 A)
Meeting Date: December 13, 2011
Submitted by: Mark Pool, Superintendent

Action Item

Governance Resolution to Change Voting Locations

Summary In October the Board discussed the implications of SB 100 on future Trustee elections and the options available to the district. From that discussion it was my understanding that the Board wants to continue to hold an annual election on the Second Saturday in May. As discussed, in order to do so former County Election Administrator, Judy Owens, has stated that we must consolidate our polling places to one location, which would be the El Campo EMS Building, or incur the expense of purchasing or leasing voting machines and conducting the election ourselves.

For a number of years the ECISD has named two polling places: El Campo Fire and EMS Building in the City of El Campo, and the Glen Flora Fire Station. In more recent years the district has held a joint election with the City of El Campo at the Fire and EMS Building, but chose to continue to maintain a polling place at the Glen Flora Fire Station for voting precinct 202 with 533 registered voters eligible to vote in the ECISD elections.

I have discussed this issue with the district's legal counsel. A consolidation of voting locations will require a pre-clearance from the U.S. Department of Justice with no other action other than the designation of the new polling locations in the Order of Election that will be considered in February. However, since this has been a discussion topic on a couple of agendas with coverage in the Leader News, and there is a definite need to inform the ECISD eligible voters of voting precinct 202 that the Glen Flora location will be closed, legal counsel has recommended that the most transparent course of action is to pass a resolution now outlining the consolidation of polling locations.

The resolution was presented for Board consideration last month, but the Board tabled any action in order to provide the opportunity for public comment on the issue before a final vote was taken.

ECISD Board Policy BBB (LOCAL) – BOARD MEMBERS, ELECTIONS
Effective Date May 12, 2012

Previous Board Action Judy Owens, former Wharton County Election Administrator, addressed the Board regarding this issue at the regular meeting on July 19, 2011.

At the regular meeting on October 18, 2011, the Board discussed SB 100, the implications on future Trustee elections, and the recommendation of former County Elections Administrator, Judy Owens.

At the regular meeting on November 15, 2011, the Board tabled action on a resolution to consolidate polling locations pending a public hearing on the proposed action.

Future Action Expected

Polling locations to be designated on the Order of Election that will be considered at the regular meeting on February 21, 2012.

Background Information and Significant Issues

At the regular board meeting on July 19, 2011, former Wharton County Election Administrator, Judy Owens, offered the district an alternative to changing to a November election or a bi-annual election in May:

The county has enough voting machines to continue to hold school board elections (joint elections with the city) annually on the second Saturday in May provided we close the Glen Flora voting location. Ms. Owens stated that if the Glen Flora voting location remained open she would not have enough voting machines in even-numbered years due to the requirement to secure the machines for the primary runoff date. The county will only be able to provide a limited number of voting machines at the four joint election voting locations; i.e., Wharton, El Campo, East Bernard, and Needville.

The other option she offered would be for ECISD to conduct our own election using paper ballots at the Glen Flora voting location. We would still have to purchase or lease an American with Disabilities Act (ADA) compliant machine for that location.

Fiscal Impact

The Glen Flora voting location has historically not been cost effective when the cost per vote cast was the only consideration.

Student and Public Benefit

Consolidating polling locations will simplify the voting process for El Campo ISD voters.

Procedural and Reporting Implications

Any change in how we conduct our school board election will require pre-clearance from the U.S. Department of Justice.

Public Comments

Public Hearing held earlier on the agenda for this meeting.

Alternatives

Other than the recommended course of action, the ECISD has the following options with regards to future school board elections:

1. Change the election to the general election in November;
2. Change terms of board members and conduct a board

election on the second Saturday in May of odd-numbered years; or

3. Conduct our on election with paper ballots at the Glen Flora voting location, which would require the district to purchase or lease an ADA compliant voting machine.

Other Comments and Related Issues

None.

Attachments

Resolution for Polling Place Change.

Contact Person(s)

David Bright, Assistant Superintendent for Finance and Operations

Action Required

Motion, second and majority vote to approve the Resolution of the El Campo Independent School District Board of Trustees Polling Place Change.

Superintendent's Recommendation

I recommend you approve the Resolution of the El Campo Independent School District Board of Trustees Polling Place Change.

Mark Pool, Superintendent of Schools

**A RESOLUTION OF THE EL CAMPO INDEPENDENT SCHOOL
DISTRICT BOARD OF TRUSTEES POLLING PLACE CHANGE**

- WHEREAS,** El Campo ISD holds its general trustee elections on the May uniform election date each year;
- WHEREAS,** Texas Education Code, Section 11.0581 requires the District to hold its general trustee elections jointly with a municipality located wholly or partially within the boundaries of the District if it chooses to conduct such elections on the May uniform election date;
- WHEREAS,** the District currently holds its general trustee elections jointly with the City of El Campo in compliance with Texas Education Code Section 11.0581;
- WHEREAS,** the District currently elects its trustees to staggered three-year terms in annual elections;
- WHEREAS,** Wharton County conducts the general elections annually for the District and the City;
- WHEREAS,** Texas Election Code Section 41.001 was modified by S.B. 100 in the 82nd Texas Legislature to allow County Election Administrators the option to decline to perform election services requested by school districts on the May uniform election date in *even-numbered years*;
- WHEREAS,** Wharton County has informed the District and City of El Campo that it *will* be able to provide electronic voting equipment for May elections held in even-numbered years provided the District and City reduce the number of polling locations utilized in their elections;
- WHEREAS,** consolidating polling locations, and thereby avoiding the need to change election dates, election cycles, and extend trustee terms which would otherwise be necessary in order to guarantee County assistance, will result in both continuity of the District's trustee election system and costs savings in election administration; and
- WHEREAS,** consolidating polling locations will also simplify the voting process for El Campo ISD voters;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE EL CAMPO INDEPENDENT SCHOOL DISTRICT:

that the District will utilize one polling location for general trustee elections to be conducted jointly with the City of El Campo annually on the May uniform election date, the El Campo EMS Building, located at 220 N. Merchant Street, El Campo, Texas;

BE IT FURTHER RESOLVED:

that the Glen Flora Fire Station, located at 131 S. Bridge Street, Glen Flora, Texas will no longer be used as a polling place for general trustee elections; and

BE IT FINALLY RESOLVED:

that the District's Superintendent is hereby authorized to take any steps necessary to implement these changes, including submitting all changes to the U.S. Department of Justice for preclearance consideration.

RESOLVED on this ___ day of _____, 2011 by a vote of ___ Ayes and _____ Nays by the Board of Trustees of the El Campo Independent School District.

President
Board of Trustees, El Campo ISD

ATTEST:

Secretary
Board of Trustees, El Campo ISD

Governance	Review of TASB Policy Update 92
Summary	<p>Localized Update 92 includes substantial revisions to the reduction in force (RIF) policies and incorporates provisions on several cost reduction options from Senate Bill 8 of the First Called Session of the 82nd Legislative Session.</p> <p>Because of the narrow focus of Update 92, no <i>Vantage Points</i> document was issued with the update. Instead, TASB Policy Service recommends that you refer to the Explanatory Notes and the "Update 92 Policy Revisions" document for a detailed description of the update changes.</p>
ECISD Board Policy	BF (LOCAL), BOARD POLICES
Effective Date	Following approval by the Board at the next regular meeting.
Previous Board Action	None.
Future Action Expected	The Board will act to approve all new LOCAL policies at the next regular meeting.
Background Information and Signification Issues	Please bear in mind that the (LEGAL) policies reflect the ever-changing legal context for governance and management of the district. They should not be adopted but, rather, should inform local decision making. The (LOCAL) policy recommendations in this update will need close attention by both the administration and the board to ensure that they reflect the practices of the district and the intentions of the board. Board action will be needed to adopt, revise, or repeal (LOCAL) policy.
Fiscal Impact	None.
Student and Public Benefit	Board policies are designed to promote fair and equitable treatment for all district patrons.
Procedural and Reporting Implications	None.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	(1) Update 92 Policy Revisions (2) Explanatory Notes for TASB Localized Policy Manual Update 92;
Contact Person(s)	Mark Pool, Superintendent of School
Action Required	None.
Superintendent's Recommendation	This is a discussion item only. Mark Pool, Superintendent of Schools

Update 92 Policy Revisions

Update 92 Overview

Update 92 includes substantial revisions to the reduction in force (RIF) policies and incorporates provisions on several cost reduction options from Senate Bill (SB) 8 (First Called Session, 82nd Legislative Session). A new legally referenced policy, DEAB(LEGAL), includes the provisions from SB 8 on salary reductions and furloughs. Statutory provisions on the state salary schedule and related content have also been moved to this new policy from DEA(LEGAL). Another new legally referenced policy, DFF(LEGAL), includes statutory provisions on RIFs and several existing commissioner of education decisions. A district wishing to pursue a RIF based on financial exigency must meet the standards established by the commissioner and adopt a resolution declaring a financial exigency. As of Update 92, the commissioner has not yet published the standards for declaring a financial exigency. We expect to include these standards in CEA(LEGAL) at Update 93, which will be issued next spring.

The local policy content addressing the process for a RIF, previously at DFF(LOCAL), has been split into two new codes: DFFA(LOCAL), addressing RIFs based on a financial exigency, and DFFB(LOCAL), addressing RIFs based on a program change.

Despite the new statutory provisions addressing RIFs, the local school board still determines much of the RIF process, including deciding which positions, and ultimately which employees, will be affected by a RIF. TASB Legal Services advises that a district implementing a RIF should review its RIF policies, in consultation with the district's school attorney, and adopt any changes before beginning the RIF process by declaring a financial exigency or program change. Moreover, to avoid future legal disputes about the timing of policy changes, policy revisions would ideally be accomplished before new educator contracts for the 2012–13 school year are signed. A district that issues multiyear contracts should consult its attorney about the application of the RIF policy changes to those contracts.

The policies in Update 92 include revisions recommended for your consideration as you review the district's local RIF policies.

DFFA(LOCAL) – REDUCTION IN FORCE, FINANCIAL EXIGENCY

DFFA(LOCAL) focuses on available methods for reducing personnel costs and outlines the process for a RIF based on a financial exigency. Significant changes from text previously at DFF(LOCAL) include:

- A new introductory paragraph at PLAN TO REDUCE PERSONNEL COSTS explains that, if the superintendent determines a need to reduce personnel costs, he or she will develop a plan, in consultation with the board as necessary, that may include several methods to reduce costs. These methods would be in addition to the formal RIF processes outlined in DFFA(LOCAL) and DFFB(LOCAL). For example, the superintendent may pursue salary reductions, furloughs, and other means of reducing personnel costs, such as the reduction of personnel employed under employment arrangements not covered by the formal RIF processes. The inclusion of furloughs in this paragraph provides the district the necessary local policy, as required by SB 8 [see DEAB(LEGAL)], to implement a furlough program.
- Deletion of the DEFINITIONS of “financial exigency,” since the commissioner’s standards for declaring a financial exigency will be included in CEA(LEGAL) at Update 93, and “program change,” since this and other provisions on program change were moved to DFFB(LOCAL).
- Additional text at GENERAL GROUNDS to explain the process of declaring a financial exigency: the superintendent recommends to the board the declaration of a financial exigency. The board

considers the recommendation and, if appropriate, adopts a resolution declaring a financial exigency.

- Restructuring of the text at EMPLOYMENT AREAS to outline the steps for identifying the affected employment areas. The superintendent begins this process by recommending to the board the employment areas to be affected, including whether any employment areas should be combined or adjusted and/or should be applied on a districtwide or campus-wide basis. Based on the superintendent's recommendations, the board determines the employment areas to be affected. In addition, several changes are recommended to the examples of employment areas included in the policy:
 - Item 2, addressing secondary grades, levels, subjects, departments, or programs, has been adjusted to include a reference to "career and technical education subjects."
 - Item 3, addressing special programs, has been adjusted to include special education "and related services."
 - Item 4, "Disciplinary alternative education programs (DAEPs) and other discipline management programs," has been added.
 - Item 12, "Programs funded by state or federal grants or other dedicated funding," has been added.
- Several changes at CRITERIA FOR DECISION, including:
 - A reminder that the superintendent applies the listed criteria to employees within each affected employment area only if the RIF will not result in the nonrenewal or discharge of all staff in the affected employment area.
 - Renaming the "certification" criterion to "qualifications for current or projected assignment." This criterion will continue to include consideration of certification, endorsement, and highly qualified status related to the current or projected assignment but has been expanded to also include bilingual certification, licensure, and/or specialized or advanced content-specific training or skills.
 - An expansion of the "performance" criterion to clarify that it includes consideration of the most recent formal appraisal and any other written evaluative information, including disciplinary information, from the last 36 months. This could include, for example, documentation that a teacher was placed on a growth plan.
 - Addition of an "extra duties" criterion to include consideration of whether an employee is currently performing an extra-duty assignment, such as department or grade-level chair, band director, athletic coach, or activity sponsor.
 - Reordering of the criteria, so that the "seniority" criterion is applied last.
- Clarification at SUPERINTENDENT RECOMMENDATION to reflect the next step in the RIF process, which is for the superintendent to recommend to the board the nonrenewal or discharge of identified employees within the affected employment areas.
- A new margin note, BOARD VOTE, to explain that the board will then vote on which employees will be proposed for nonrenewal or discharge. Also, new text at this margin note outlines the board's options for determining which type of hearing an employee is entitled to if the employee requests a hearing. For a proposed nonrenewal, the policy directs the board to consider DFBB(LOCAL), which provides boards in larger districts the option of designating an

attorney to hold the hearing. [See policy DFBB in Update 91.] For a proposed discharge, the board must decide whether the hearing will be held by an independent hearing examiner or will be a local hearing by the board or, if applicable, a board designee.

- Additional text specifying that the NOTICE given to the employee shall include the type of hearing the employee may request.
- At CONSIDERATION FOR AVAILABLE POSITIONS, a clarification of the time period during which the employee must be considered for open positions. An employee who applies for an open position must be offered the position in accordance with the policy provisions until final action by the board to end the employee's contract, if the employee does not request a hearing, and until the date of the evidentiary hearing, if the employee requests a hearing.
- At DISCHARGE: CHAPTER 21 CONTRACT, a reiteration that the employee may request a hearing of the type determined by the board and specified in the notice of proposed discharge.
- New provisions explaining that, regardless of whether the employee has requested a hearing, the board must take FINAL ACTION on the proposed nonrenewal or discharge in accordance with relevant timelines.

DFFB(LOCAL) – REDUCTION IN FORCE, PROGRAM CHANGE

DFFB(LOCAL) provides recommended text for a RIF based on a program change. Although the process for a RIF based on a program change is very similar to a RIF based on financial exigency, a separate policy addressing program change is recommended:

- Hearing decisions indicate that a program change constitutes sufficient reason for nonrenewal of a term contract, but it is not clear whether a program change may be good cause for midyear discharge of an employee's contract. For this reason, DFFB(LOCAL) does not include any reference to discharge.
- The hearing process is simpler for a program change. An employee who requests a hearing after receiving a notice of proposed nonrenewal is entitled to a hearing in accordance with DFBB, which addresses nonrenewal hearings.

In moving the provisions addressing program change to DFFB(LOCAL), the list of situations that could result in the need for a program change was moved from the DEFINITION of program change to APPLICABILITY and adjusted slightly to include "a change in enrollment." Except for these changes and the differences in the applicability and hearing process described above, the remaining policy text mirrors that at DFFA(LOCAL), addressing financial exigency.

DFFC(LOCAL) – REDUCTION IN FORCE, CONTINUING CONTRACTS

SB 8 clarified that a reduction of employees on continuing contracts must be based primarily on teacher appraisals in the specific teaching fields and other criteria as determined by the board. Because the new provisions reference criteria as determined by the board, it is recommended that districts expecting to pursue a reduction of employees on continuing contracts have board-adopted policy on the process the district will use in determining which employees will be terminated. (Please note that a continuing contract differs from a single year or multiple year term contract in that a continuing contract is comparable to "tenure" and is for an indefinite length of time.)

DFFC(LOCAL), addressing reduction of employees on continuing contracts, is not being issued as part of this update because it is not expected that many districts will pursue reductions of employees on continuing contracts. Moreover, the reduction of employees on continuing contracts is a relatively untested area, suggesting a cautious approach. If you wish to review sample text on reduction of personnel on continuing contracts, please contact your policy consultant at 800-580-7529 and work with the district's attorney to develop appropriate local policy provisions for your district.

Adoption of Update 92

We recommend that you consult with the district's attorney in revising the district's RIF policies as part of Update 92. If you have questions concerning the recommended revisions described above or have changes to the recommended text, please contact your policy consultant at 800-580-7529. If you have legal questions, contact TASB Legal Services at 800-580-5345 or the district's attorney. **Be sure to notify Policy Service after your district adopts the Update 92 local policies.**

Additional Resources

Additional TASB resources on RIFs, other options to reduce personnel costs, and SB 8 are provided by TASB HR Services at http://www.tasb.org/services/hr_services/cost_cutting.aspx and by TASB Legal Services through School Law eSource at http://www.tasb.org/services/legal/esource/personnel/documents/sb8_flexibilities_reducing_costs_july11.pdf.

Explanatory Notes

TASB Localized Policy Manual Update 92

District: El Campo ISD
D (LEGAL) PERSONNEL

The D section table of contents has been revised to reflect the renaming of policy code DEA, now titled Wage and Hour Laws, and the addition of DEAB, Salaries and Wages. Three other new codes have been added in the DFF series that address reduction in force due to financial exigency (DFFA), as a result of program change (DFFB), and for continuing contracts (DFFC).

DEA (LEGAL) COMPENSATION AND BENEFITS
WAGE AND HOUR LAWS

Update 92 includes reorganization of the DEA policy series addressing compensation and benefits. Content on the Fair Labor Standards Act will remain at DEA. General content on salaries and wages has been moved to DEAB, Salaries and Wages.

The reorganization also resulted in the following changes to this policy:

- Deletion of several expired or repealed provisions, including provisions addressing salaries for the 2009–10 and 2010–11 school years.
- Deletion of provisions on the allotment of funds for support staff health-care supplements, since this one-time pay mandate, which is still in law, has been incorporated into pay practices.
- Revision of the margin note addressing breaks for employees to express breast milk to BREAKS FOR NURSING MOTHERS to better reflect the statutory provisions.
- Addition of an existing statutory provision on the PAYDAY LAW EXEMPTION for school districts. See page 5.

DEAB (LEGAL) COMPENSATION AND BENEFITS
SALARIES AND WAGES

DEAB includes several provisions moved from DEA without revision: minimum salary schedule, employees formerly on career ladder, pay increases, designation of compensation for benefits, TRS contributions and surcharges, and the earned income tax credit.

On page 4, new material has been added from a 2009 commissioner of education decision addressing a district's authority for DECREASING PAY of an educator. A reduction is permissible if the district gives formal and specific warning to the educator of the salary reduction when the educator still has the opportunity to unilaterally resign from his or her contract.

New provisions have also been added from SB 8 (First Called Session, 82nd Legislative Session) addressing salary reductions and furloughs. When a district implements WIDESPREAD SALARY REDUCTIONS for teachers based on district financial conditions, the district must also reduce the salaries of administrators or other professional employees in a proportionate amount.

Explanatory Notes

TASB Localized Policy Manual Update 92

Districts also now have the option of implementing a FURLOUGH PROGRAM in accordance with the statutory requirements and district policy. The district may reduce the number of days of service required by up to six days if the commissioner certifies that the district will receive less state and local funding for the year than was provided to the district during the 2010–11 school year. The commissioner must certify a decrease in FUNDING LEVELS by July 1 of each year. A new recommended local policy provision at DFFA provides authorization for the district to pursue a furlough. See the explanatory note for DFFA(LOCAL), below. A board's decision to implement a furlough is not subject to appeal.

For either a widespread reduction in salaries or a furlough, the district must also follow a specific process outlined in statute to implement the programs. The SALARY REDUCTION/FURLOUGH PROCESS requires the district to include the involvement of the district's professional staff in development of the program and to give district employees an opportunity to comment at a public meeting. At the PUBLIC MEETING, the district must provide information about:

- The options the district considered for managing the district's financial resources,
- How the program will limit the number of staff who will lose their jobs, and
- The district's local option of providing a residence homestead exemption.

DFF (LEGAL) TERMINATION OF EMPLOYMENT REDUCTION IN FORCE

This new legally referenced policy on reduction in force (RIF) includes existing commissioner of education decisions and statutory provisions, as well as new provisions from SB 8:

- The commissioner's decision in *Stidham v. Anahuac Independent School District* explains that the general BOARD AUTHORITY to govern the district includes making responsible choices in managing the finances and personnel of the district. *Wasserman v. Nederland Independent School District*, another commissioner's decision, clarifies that a district is free to change its organizational structure to increase efficiency.
- The commissioner's decision in *Amerson v. Houston Independent School District* outlines when an employee whose position was eliminated due to a RIF must be given CONSIDERATION FOR OPEN POSITIONS.
- Specific provisions on each type of contract describe when and under what circumstances an employee may be discharged and the board's options for the type of hearing to provide if requested by the employee.
- Repeated from CEA(LEGAL) is the requirement for a board to adopt a resolution declaring a FINANCIAL EXIGENCY. Also at this margin note is a provision explaining that the board can decide whether to use the independent hearing examiner process for terminations based on financial exigency.
- A provision from the federal WARN ACT clarifies that a school district is not subject to the Act's notice requirements for mass layoffs.

DFF (LOCAL) TERMINATION OF EMPLOYMENT REDUCTION IN FORCE

We have revised and moved local policy provisions addressing reduction in force due to financial exigency and program change to DFFA and DFFB, respectively.

Explanatory Notes

TASB Localized Policy Manual Update 92

**DFFA (LOCAL) REDUCTION IN FORCE
FINANCIAL EXIGENCY**

The local policy content addressing the process for a reduction in force (RIF), previously at DFF(LOCAL), has been split into two codes: DFFA(LOCAL), addressing RIFs based on a financial exigency, and DFFB(LOCAL), addressing RIFs based on a program change.

DFFA(LOCAL) focuses on available methods of reducing personnel costs and outlines the process for a RIF based on a financial exigency. Because of the extensive nature of the changes from text previously at DFF(LOCAL), we have included with Update 92 a separate "Update 92 Policy Revisions" document explaining the changes in detail.

**DFFB (LOCAL) REDUCTION IN FORCE
PROGRAM CHANGE**

DFFB(LOCAL) provides recommended text for a RIF based on a program change. See the "Update 92 Policy Revisions" document included with the update for a detailed explanation of the changes from text previously at DFF(LOCAL).