

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 August 21, 2012, beginning at 7:00 PM in the Boardroom, 700 W. Norris, El Campo, TX 77437.

The subjects to be discussed are as listed below.

1. Business and Operations
 - A. Discuss and Consider Approval of a One-time, Lump Sum Supplemental Pay for Service Rendered for all Employees Employed by the District on October 1, 2012, Who Remain Employed by the District on June 7, 2013, Based on Each Employee's Current Pay Grade 4
 - B. Presentation on Student Activity Fund Management 8
2. Governance
 - A. Discuss a Date and Time for a Board Workshop to Address Facility Needs 16
3. Call to Order/Opening Prayer/Pledge of Allegiance
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 - A. Myatt Elementary, First Grade - Kristen Couey
 - B. Northside Elementary, Special Ed Inclusion - Shanna Evans
 - C. Middle School, Sixth Grade Mathematics / Coach - Amber Pope
 - D. Middle School, Special Ed Inclusion, Derek Treybig
 - E. Middle School, Special Ed Inclusion / Resource - Nicole Joines
 - F. High School, Drill Team Director - Jennifer Morton
7. Myatt Elementary, Kindergarten - Megan House
8. Myatt Elementary, Kindergarten Bilingual - Lucinda Anzaldua
9. Hutchins Elementary, Second Grade Bilingual - Bianca DeLaPena
10. Hutchins Elementary, Second Grade - Jody Cerny
11. Northside Elementary, Special Ed Resource/Inclusion - DeAmber Solis
12. Northside Elementary, Special Ed Life Skills - Heather Mead (Jessica Phillips)
13. High School, Science Teacher / Coach - Stephanie Morrison
14. High School, Science Teacher / Coach - alan Roberts
15. High School Science Teacher - Anna Zahn
16. High School, Construction Science / Woodshop - Matthew Zahn
17. High School, Assistant Band Director - Barry Blackwell
18. High School, Art Teacher - Megan McDonald
19. High School, Special Ed Inclusion - Gabe Villarreal
20. High School, ESL - Hericka Rodriguez
21. Consent Agenda
 - A. Personnel

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40. Closed Session:	
A. 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	
1. The Board Will Meet in a Closed Meeting to Discuss the Employment and Reassignment of Personnel	
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46. Superintendent's Report	

- A. Personnel
 - B. Students
 - 47. Governance
 - 48. Business and Support Services
 - 49. Curriculum and Instruction
 - 50. Community and Governmental Relations
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If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

The notice for this meeting was posted in compliance with the Texas Open Meeting on August 17, 2012

For the Board of Trustees

Action Required

Business and Operations **Discuss and Consider Approval of Supplemental Pay for Service Rendered**

Summary

At the budget workshop earlier this month there was some discussion about the possibility of paying all employees a one-time “stipend” since we are beginning our fourth year without a general pay increase. I have contacted Dan Adkinson, who is the Assistant Director for Compensation Services at the Texas Association of School Boards to discuss how we could legally do so. Dane said that we could structure a one-time supplemental pay program as long as we had the funds committed in the General Operating Budget.

Terese Faas, David Bright, and I have worked on a plan that we believe to be affordable, and fair and equitable to all employees based upon their job responsibilities and days worked. We have reviewed our proposal with Dane Adkinson and he believes that we have a good plan.

The cost of our proposal is approximately \$402,685. If we pay off the Series 2004, Limited Tax Refunding Bonds we release \$202,643.75 in the General Fund that was previously budgeted for principal and interest. That amount, coupled with the \$360,738 in the proposed budget as undesignated expenditures, leaves \$563,382 that could be used for the one-time supplemental pay.

ECISD Board Policy CE (LOCAL), ANNUAL OPERATING BUDGET

Effective Date August 21, 2012

Previous Board Action The Board discussed the possibility of giving all employees a one-time supplemental lump sum at the last budget workshop.

Future Action Expected None.

Background Information and Significant Issues To make the proposal fair and equitable to all employees the following factors were taken into consideration:

- Pay grade, which is based on job responsibilities
- Days and hours worked

We took the average compensation for each pay grade and calculated 2.0% of that average. We then rounded that amount up or down to arrive at a specific dollar amount for supplemental pay as follows:

Manual Trades	
Pay Grade 1 – Food Service (178 days / 5.5 hrs)	\$200
Pay Grade 1 – Maintenance (243 days)	\$400
Pay Grade 3 – Food Service (182 days)	\$400
Pay Grade 3 – Maintenance(243 days)	\$500
Pay Grade 4 – Food Service (182 days)	\$400
Pay Grade 4 – Food Service (210 days)	\$500
Pay Grade 4 – Maintenance (243 days)	\$600
Pay Grade 5 – Bus Drivers (178 days / 4.0 hrs)	\$300
Pay Grade 5 – Maintenance (243 days)	\$600
Pay Grade 6	\$800
Paraprofessional / Clerical	
Pay Grade 1	\$400
Pay Grade 2	\$400
Pay Grade 3 (180 days)	\$400
Pay Grade 3 (195-207 days)	\$500
Pay Grade 3 (226 days)	\$500
Pay Grade 4 (202-210 days)	\$500
Pay Grade 4 (220-226 days)	\$600
Pay Grade 4 (243 days)	\$600
Pay Grade 5 (180 days)	\$500
Pay Grade 5 (226 days)	\$700
Pay Grade 6	\$700
Teachers	
	\$1000
Administrators	
Pay Grade 1	\$1200
Pay Grade 2	\$1200
Pay Grade 3	\$1400

Pay Grade 4 (210 days)	\$1500
Pay Grade 4 (226 days)	\$1600
Pay Grade 5	\$1800
Pay Grade 6	\$2000
Pay Grade 7	\$2000
Superintendent	\$2500

This supplemental pay would be for services rendered during the 2012-2013 school year and would be paid as supplemental pay on the June payroll check.

To be eligible for this supplemental compensation employees must be employed by the district on or before October 1, 2012, and continue to be employed by the district on June 7, 2013.

Some Trustees have asked to look at 1.5% and 3.0%. The following represents the bottom line numbers for these two scenarios.

	1.5%	3.0%
Supplemental Pay	\$287,459	\$597,950
Benefits	\$6,598	\$13,288
Total Cost	\$294,057	\$592,238

Additional information on supplements for each pay grade is available upon request.

Fiscal Impact	Cost of Supplemental Pay \$393,650
	Cost of Benefits to District \$9,035
	Total Estimated Cost \$402,685

Student and Public Benefit Our employees have not had an increase in their compensation for three years. This provides some additional compensation without committing the district to future payroll expenses should the school finance crisis worsen.

Procedural and Reporting Implications None.

Public Comments None.

Alternatives None.

Other Comments and Related Issues

At this time it is not clear as to whether or not this supplemental pay will be TRS eligible. Our initial information is that it will not, but we are seeking clarification.

Attachments

Analysis from Coastal Securities

Contact Person(s)

Mark Pool, Superintendent of Schools
David Bright, Assistant Superintendent of Finance and Operations
Terese Faas, Human Resources Coordinator

Action Required

Motion, second and majority vote to approve a one-time, lump sum supplemental pay for service rendered for all employees employed by the district by October 1, 2012, who continue to be employed on June 7, 2013.

Superintendent's Recommendation

I recommend the Board approve a one-time, lump sum supplemental pay for service rendered for all employees employed by the district by October 1, 2012, who continue to be employed on June 7, 2013.

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (5 G)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Information Only

Business and Operations	Report on Student Activity Fund Management
Summary	A Trustee has requested that David Bright and Rich DuBroc make a PowerPoint presentation that outlines the steps that are being taken to reduce the risks of future fraud in accounting for student activity funds. They will have a presentation ready for the meeting.
ECISD Board Policy	CAA (LOCAL), FISCAL MANAGEMENT GOALS AND OBJECTIVES – FINANCIAL ETHICS CFD (LOCAL), ACCOUNTING – ACTIVITY FUND MANAGEMENT
Effective Date	August 21, 2012
Previous Board Action	The Board reviewed the immediate steps that were being implemented at the regular meeting in June, and a copy of the Activity Fund Management section of the ECISD Business Procedures Manual at the regular meeting in July.
Future Action Expected	Unknown.
Background Information and Significant Issues	<p>At the June meeting David Bright provided the Board with a list of steps that were taken immediately upon discovering the discrepancies in the Student Activity Accounts. That information is attached and will be reviewed at the meeting.</p> <p>At the July meeting David Bright provided the Board with a proposed Activity Fund Management section to the El Campo Independent School District Business Procedures Manual. The last five pages of that document was a supplement for sponsors. That supplement is attached and will be reviewed at the meeting.</p>
Fiscal Impact	None.
Student and Public Benefit	Procedures that provide additional internal controls will make it more difficult for someone to defraud the district in the future.
Procedural and Reporting Implications	None.
Public Comments	None.

Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • List of Immediate Steps Taken • Copy of Student Activity Funds Sponsor Supplement to Activity Fund Management section of Business Procedures Manual
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations Rich DuBroc, High School Principal
Action Required	No action required.
Superintendent's Recommendation	This is an information item only. Mark Pool, Superintendent of Schools

District Activity Funds

What have we done?

Deposits are made at the Business Office for all HS activity funds.

Deposit tickets are filled out in detail, listing coin, currency, and individual checks.

Deposit tickets are coded with the organizations account code assigned by the software program.

Coded copies of deposit slips are sent to the HS.

Scholarship and Co-curricular Fund will be tracked at the HS using the software by 2 different employees.

HS will be responsible for tracking each organizations account to make sure balances are current and correct.

HS staff tracking each organizations account will provide each sponsor with a monthly statement for review and verification. Statement includes money received, disbursed and balances.

Sponsors will be required to review and verify activity documented on the monthly statement for their account and sign and return a copy of the statement. The copy of signed statement will be sent to the Central Office.

HS staff will also be responsible for making sure money is available before expenditures are made.

As always checks written on any of the activity fund accounts will require 2 signatures.

Other campuses still take care of their activity funds at this time. Each principal has indicated by email that they have separation of duties in place. (i.e. one employee making deposits and another reconciling the account.)

STUDENT ACTIVITY FUNDS SPONSOR SUPPLEMENT

The policies and procedures that govern student activity funds are set forth in the Financial Information Resource Manual. This supplement contains excerpts from the Manual that are relevant to sponsors of clubs and organizations.

Definitions:

Student Activity Funds:

Activity funds consists of monies received and held by the campus to be expended for the benefit of students in accordance with District policy.

There are two types of Activity Funds that are common for Texas public schools.

The first type is a clearing account that is used for such things as school pictures and yearbooks. These funds shall be used to promote the general welfare of each school and the educational development and morale of all students.

The second type consists of funds that are the property of student organizations such as student council, choir, and pep squad. The District is required to provide stewardship by properly safeguarding and accounting for these funds. Decisions on the use of student funds are the concern of the specific student groups to whom the funds belong, as long as the decisions regarding the use of funds do not conflict with Board policy and/or legal regulations or restrictions.

Sponsors' Responsibilities:

1. The sponsor of each student organization is required to sign a **Sponsor Acknowledgement of Responsibilities** form and submit to principal.
2. The sponsor of each student organization is required to maintain adequate records to support the financial activities of the group. These records are subject to review during the audit of the school's activity funds and should include, at a minimum, the following:
 - Monthly reports for the organization
 - Copies of cash receipts and tabulations of monies collected
 - Copies of invoices or disbursement vouchers
 - Copies of fund raising applications
 - Detailed records, by student, of fund raising proceeds
 - Minutes of the organization's meetings which detail, at a minimum, attendance, discussion of fund raising activities, and review and approval of expenditures and financial status.
3. Each month, the sponsor should compare his or her balances and financial records to those kept by the campus secretary/bookkeeper. If there is a discrepancy, the sponsor should promptly contact the bookkeeper. If

necessary, the Principal or Assistant Superintendent for Finance may be requested to assist.

Collection of Money:

All money collected by an organization or club for fees, dues or other fund raising activities must be recorded in detail using pre-numbered cash receipts, tabulation of monies collected forms, or collection forms provided by fund raising vendors. All collections must be deposited in the school activity fund.

Money collected should not be kept overnight in a desk or file cabinet, nor should it be taken home by the sponsor. If, for some reason, all records cannot be completed and recorded before the end of the day, the funds should be locked in a locking bank bag and stored in the campus safe or vault. The sponsor should keep the key to the bag and the funds should remain secured until the sponsor can complete the deposit records. This must occur promptly, however, and under no circumstances should personal checks be held for more than five days before being submitted to the campus bookkeeper for deposit.

Personal check cashing by faculty members is prohibited by District policy. Likewise, cash should not be removed from activity fund collections and replaced with the sponsor's personal check. In addition, cash collections may not be used to purchase supplies, refreshments or for any other purpose. Activity fund collections must be deposited intact, in the same manner in which they were received.

Sponsors will often be collecting money for more than one activity. Each activity should be clearly documented on the collection records. This will assist the bookkeeper in determining the sales tax due at the end of each month. It will also help the sponsor measure the profitability of fund raising efforts.

Depositing Funds Collected:

When a sponsor submits funds collected to the campus secretary or bookkeeper for deposit, these funds should be verified in the sponsor's presence. This is simply a prudent cash-handling procedure that protects both the campus secretary/bookkeeper and the sponsor. To reduce the risk of fraud or theft, funds should be submitted to campus personnel who are not responsible for the bank reconciliation process.

After counting the funds, the campus secretary/bookkeeper must provide the sponsor with a cash receipt documenting the amount of the deposit. If for some reason immediate verification is not possible, the funds should be locked in the sponsor's locking bag and placed in the vault until such time that both individuals are present for cash verification. The sponsor will bear responsibility for any missing deposits or deposit shortages if funds are not verified in the presence of the bookkeeper.

Fund Raising Activities:

In order to provide administrative oversight of the extensive fund raising activities promoted by the various campuses and organizations, all fund raising activities involving a vendor or requiring public solicitation must first be approved by the principal and Superintendent. Raffles, bingo, and other games of chance will not be allowed. Each organization will be allowed two fund raising activities per year which involve an outside vendor. Additional funds may be generated through service projects with the prior approval of the principal or Superintendent.

Sponsors desiring to begin a fund raising activity are required to complete a fund raising application. This application details the vendor, product to be sold or service to be rendered, and the estimated proceeds. Any amounts due from previous fund raising activities should also be noted on the application. Sponsors who do not properly manage their activities and have large monetary amounts outstanding will not be allowed to conduct subsequent fund raising activities. Under no circumstances should door-to-door solicitation be allowed, nor should the organization enter into a contract with an outside solicitation firm.

Within one month of the close of the activity, the fund raising recap must be completed and forwarded to the campus secretary/bookkeeper. This form details the total receipts and expenditures of the sale; it also provides a section to detail lost, damaged, or returned products. The fund raising recap can easily be completed from the "Tabulation of Monies Collected" forms. Money that is not collected due to a student's failure to remit funds should be detailed on the recap form. The campus should maintain these records so that the monies due can be collected at registration or prior to graduation.

Expenditures of Activity Funds:

All expenditures from activity funds must be made by check. No expenditures should be made using un-deposited cash. Prior to the expenditure of funds, an activity fund disbursement voucher must be completed and authorized by the campus principal. The Activity Fund Disbursement Voucher must be completed for all expenditures regardless of the amount. A copy of the request should be returned to the sponsor to provide a method for the organization to account for their expenditures.

To the greatest extent possible, purchases should be planned in sufficient time to allow them to be made by activity fund check. El Campo ISD is not required to reimburse a sponsor for purchases not properly approved in advance by the campus principal. Therefore, sponsors' requests for personal reimbursement should be limited in nature. In addition, requests for reimbursement should be submitted within 30 days of the date of purchase. Remember, too, that the principal is not required to reimburse sales tax paid by a sponsor if a purchase was not properly approved in advance.

Club and organization funds should be used for the benefit of the students who participate in the club's activities. These funds should be expended on an annual

basis so that the students who generated the funds can have the benefit of their use.

Miscellaneous Activity Fund Guidelines

Alcoholic Beverages

The purchase of alcoholic beverages with activity funds is strictly prohibited.

Rewards

Students participating in fund raising activities may be awarded a maximum of \$50.00 for top sales. Exercise caution when rewarding students for an activity that could be associated with the UIL to ensure compliance with UIL rules and regulations.

Payments to Employees

Payments and gifts to employees are not permitted from the student funds.

Cash Balance

A record of your organization's cash balance must be maintained at all times to ensure that your account is not overdrawn.

Personal Check Cashing

Employees' personal checks may not be cashed or submitted for cash collections.

Scholarships

If a club or organization wishes to donate a portion of their ending balance to a scholarship fund, the officers and sponsor of the organization must submit a signed request to the principal. The funds will then be transferred to the scholarship account.

Cash Loss

The student activity funds sponsor will be held responsible for any student activity fund entrusted to them. The sponsor will reimburse the student organization for any money which is lost due to carelessness, theft, fraud, or failure to follow **established procedures**.

EL CAMPO INDEPENDENT SCHOOL DISTRICT

SPONSORS' ACKNOWLEDGMENT OF RESPONSIBILITIES

The purpose for the raising and expending of funds by student groups is for the direct benefit of the students. Fund raising activities will contribute to the education experience of the pupils and will not conflict with the instructional program. Money raised by student groups and organizations will be held by the school as trustee. The faculty sponsor of a student club or group is responsible for maintaining adequate financial records as evidence of proper custodianship of money received by and disbursed from club accounts.

I hereby acknowledge that I have read the "Student Activity Funds Sponsor Supplement" and that I am responsible for complying with it. In particular, I acknowledge that:

1. All fund raising activities will be approved in advance by the principal using the Fund Raising Application.
2. I am responsible both for safeguarding and accounting for funds received from or on behalf of students.
3. Student activity money will be turned in to the office daily in the same form in which it was received.
4. At the completion of all fund raisers, the Fund Raising Recap will be completed and submitted to the principal for approval.
5. All purchases made on behalf of the student organization will be made by check and approved in advance by the principal using the Activity Fund Disbursement Voucher.
6. I will maintain a positive balance in my organization's account.

I understand that I will be held responsible for any student activity funds entrusted to me and that I will reimburse the student organization for any money which is lost due to carelessness, theft, fraud, or failure to follow established procedures.

Signature

Date

Student Club or Organization

Campus

Agenda Item Summary Sheet (7 A)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Discussion Only

Governance	Set Date and Time for Workshop
Summary	A request has been made to schedule a special meeting workshop to address facility needs and receive an update on the investigation into the student activity funds. A suggested date and time is Tuesday, August 28, at 6:00 p.m.
ECISD Board Policy	None.
Effective Date	August 21, 2012
Previous Board Action	The Board periodically holds special meeting workshops for various reasons.
Future Action Expected	The Board periodically holds special meeting workshops for various reasons.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	Trustees are able to discuss and focus on specific issues without distraction of other urgent or pending business.
Procedural and Reporting Implications	Post 72-hour Notice of meeting.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.

Contact Person(s)

Mark Pool, Superintendent of Schools

Action Required

No action required. The Board President can call a special meeting based upon the consensus of the Board.

Superintendent's Recommendation

This is a discussion item only.

Mark Pool, Superintendent of Schools

Recognition	Recognition of Teachers New to District
Summary	<p>Every year at the regular board meeting in August we introduce and recognize the teachers who are new to the district for the upcoming school year. I will ask all principals to be present at the meeting to introduce teachers on their campus who are new to the district.</p> <p>Following the introductions we will take a brief recess to allow all members of the Board to “meet and greet” our new faculty members.</p>
ECISD Board Policy	None.
Effective Date	August 21, 2012
Previous Board Action	The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.
Future Action Expected	The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.
Background Information and Significant Issues	<p>The following teachers are new to the district this year:</p> <p>Myatt Elementary School</p> <ul style="list-style-type: none">• Megan House will be teaching kindergarten, replacing Catherine Hernandez who will fill the new pre-kindergarten position.• Lucinda Anzaldua will be teaching bilingual kindergarten, replacing Maria Urban who will fill the new district migrant teacher position.• Kristen Couey will be teaching first grade, replacing Jessica Laurtisen who resigned to spend more time with her family. <p>Hutchins Elementary School</p> <ul style="list-style-type: none">• Bianca DeLaPena will be teaching bilingual second grade, which is a new position.• Jody Cerny will be teaching second grade, replacing Rebecca Carruthers who resigned to accept a position in a district closer to her home.

Northside Elementary School

- DeAmber Solis will be teaching special education resource/inclusion, which is a new position.
- Heather Mead (formerly Jessica Phillips) will be teaching special education life skills, replacing Terry Martin who will be teaching the new special education life skills class at Myatt.
- Shanna Evans will be teaching special education inclusion, replacing Amy Osina who will be teaching the special education life skills class at Hutchins following Larna DuBroc's retirement.

Middle School

- Amber Pope will be teaching sixth grade mathematics and coaching, filling a new sixth grade math position and replacing Lacy Hubert's coaching position. (Lacy Hubert is moving to Northside to teach fourth grade, replacing Jerica Neumann who resigned to work in another field.)
- Derek Treybig will be teaching special education inclusion, which is a new position.
- Nicole Joines will be teaching special education inclusion/resource, replacing Meredith Workman who resigned to accept a position in a district closer to her home.

High School

- Stephanie Morrison will be teaching high school science and coaching, replacing Tala Allen who resigned to take a head volleyball coach position in another district.
- Alan Roberts will be teaching high school science, a new science position, and filling Jerrell Barron's coaching position. (Jerrell's special education behavior teaching position will not be filled.)
- Anna Zahn will be teaching high school science, filling Chris Skinner's position. (Chris Skinner is now the new Instructional Technology Specialist following Jackie Korenek's retirement.)
- Matthew Zahn will be teaching construction science / woodshop, replacing Aaron Wilson. (Aaron Wilson is now teaching agriculture science following Travis Clark's resignation to relocate to another district.)
- Barry Blackwell will be the new high school assistant band director, replacing David Rice who has retired.
- Jennifer Morton will be the new Derby Doll Director, replacing Dobie Rod who resigned to accept a teaching position at St. Phillips.
- Megan McDonald will be the new high school art teacher, replacing Dezda Hyer who resigned to relocate to another community.
- Gabe Villarreal will be teaching special education inclusion, replacing Daphne Gordon who resigned to relocate to another community.
- Hericka Rodriguez will be teaching high school ESL, which was an open position.

Fiscal Impact	None.
Student and Public Benefit	The Board has the opportunity to recognize student and faculty for their extra effort.
Procedural and Reporting Implications	None.
Public Comments	None.
Other Comments and Related Issues	None
Attachments	None.
Contact Person(s)	Terese Faas, Human Resources Coordinator Liz Graves, Myatt Elementary School Principal Mauri Couey, Hutchins Elementary School Principal Molli Bodungen, Northside Elementary School Principal Mark Freeman, El Campo Middle School Principal Rich DuBroc, El Campo 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: August 21, 2012
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Minutes of Previous Meetings 1. July 17, 2012 – Regular Meeting 2. August 7, 2012 – Special Meeting, Budget Workshop
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	August 21, 2012.
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 – July 17, 2012 at 7:00 p.m.
2. Special Meeting – August 7, 2012 at 6:00 p.m.

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

Agenda Item Summary Sheet (4 A.2)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Approval of Localized Policy Update 94
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 94.</p> <p>According to guidelines established by TASB Policy Service, Board action on Localized Update 94 must occur within a properly posted, open meeting of the Board.</p> <p>The Board's action on Localized Update 94 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	August 21, 2012
Previous Board Action	Localized Policy Update 94 was presented at the regular meeting on July 17, 2012, 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 94.
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 94 as a part of the Consent Agenda. Mark Pool, Superintendent of Schools

**MINUTES OF THE BOARD OF TRUSTEES
EL CAMPO INDEPENDENT SCHOOL DISTRICT**

July 17, 2012

The Board of Trustees of the El Campo Independent School District met in a Regular Session July 17, 2012 in the Board Room, 700 West Norris, El Campo, Texas.

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

MEMBERS ABSENT: Kristi David, Cecil Davis

OTHERS PRESENT: Mark Pool, Carolyn Gordon, David Bright, Melissa Koop, Scott Gelardi, , Joyce Supak, Natalie Bednorz, Mark Freeman, Robin Crowell, Cynthia Nafegar, Dianne Cerny

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: There was no recognition.

CONSENT AGENDA: A motion was made by Ralph Novosad and seconded by David Hodges to approve the consent agenda:

- A. Governance
 - 1. Consider Approval of the Minutes
 - a. June 19, 2012 – Regular Meeting
 - b. July 10, 2012 – Special Meeting for Budget Workshop
 - 2. Review Board of Trustees Annual Planning Calendar
 - 3. Consider Endorsement of Pamela Remmers as the Region 3 Representative to the TASB Board of Directors
 - 4. Consider Approval of Changes to Student Code of Conduct
- B. Business and Support Service
 - 1. Consider Approval of Contract with Linebarger, Goggan, Blair & Sampson, LLP, to Represent the District in an Appeal of the Comptroller's 2012 Property Value Study
 - 2. Consider Approval of a Budget Amendment to Appropriate Funds for Middle School Gym Acoustical Panels and Additional Funds for Fuel
 - 3. Review Annual Evaluation of District Transportation Department
 - 4. Review of Monthly Financial Report
 - 5. Review List of Checks Written for the Month of June, 2012
- C. Personnel
- D. Curriculum and Instruction
- E. Students

Motion carried by a 5 – 0 – 2 vote with trustees Ralph Novosad, David Hodges, Tommy Turner, James Russell and J. J. Croix in favor and trustees Kristi David and Cecil Davis being absent.

BUSINESS AND OPERATIONS

REVIEW OF PRELIMINARY BUDGET FOR 2012 - 2013: Mr. Pool and Mr. Bright reviewed the preliminary budget for 2012 – 2013.

REVIEW OF RECONCILIATION OF FUND 801 – EL CAMO HIGH SCHOOL SCHOLARSHIP FUND: Mr. Pool and the Board reviewed the reconciliation of Fund 801.

CONSIDER REQUEST FOR USE OF THE OLD MIDDLE SCHOOL LOCATED ON MLK BLVD FOR THE PURPOSE OF FILMING AN INDEPENDENT FILM: A motion was made by James Russell and seconded by J. J. Russell to approve the use of the Old Middle School located on MLK Blvd. for the purpose of filming an independent film. Motion carried by a 5 – 0 – 2 vote with trustees Ralph Novosad, David Hodges, Tommy Turner, James Russell and J. J. Croix in favor and trustees Kristi David and Cecil Davis being absent.

CURRICULUM AND INSTRUCTION

MONTHLY REPORT ON CURRICULUM AND INSTRUCTION: Melissa Koop, Assistance Superintendent of Curriculum and Instruction gave a presentation on the 5E Instructional Model.

GOVERNANCE

REVIEW OF ADMINISTRATIVE REGULATION FOR ACTIVITY FUND MANAGEMENT:

REVIEW TASB POLICY SERVICE LOCALIZED POLICY MANUAL UPDATER 94:

DISCUSSION AND ACTION ON OFFER BY THE CITY OF EL CAMPO TO ACQUIRE TAX RESALE PROPERTY DESCRIBED AS: A motion was made by J. J. Croix and seconded by David Hodges to approve an offer by the City of El Campo to acquire tax resale property described as follows:

1. That Portion of Lots 7,8,10,11 and 12 Lying on the Northerly and Northeasterly Side of Tres Palacios Creek, in Block 3 of South El Campo, Wharton County, Texas, as Shown on the Amended Map Three of in Volume "P", Page 74, Deed Records of Wharton County, Texas (Account No 11220-003-010-10/R055113)
2. 1.65 Acres, More or Less, Situated in Section 10, ETRR Co. Survey, Abstract 523, Wharton County, Texas, as Described as Tract 'A' , in a Deed Dated January 8, 1007, from Boys and Girls Club of El Campo to Carl P. Lehman Et Al, in Volume 216, Page 614, Official Records of Wharton County, Texas (Account No. 10935-830-001/R055111)
3. Lot 6, Block 2, Colored Addition, an Addition to the City of El Campo, Wharton County, Texas, According to the Map or Plat Thereof Recorded in Volume 24, Page 1, Deed Records of Wharton County, Texas (Account No. 10260-002-006-00/R012900)
4. Lot 7, Block2, Colored Addition, and Addition to the City of El Campo, Wharton County, Texas, According to the Map or Plat Thereof, Recorded in Volume 24, Page 1, Deed Records of Wharton County, Texas (Account No. 10260-002-007-00/R012901)
5. Lot 8, Bock 2, Colored Addition, an Addition to the City of El Campo, Wharton County, Texas, According to the Map or Plat Thereof, Recorded in Volume 24, Page 1, Deed Records of Wharton County, Texas (Acct. No. 10260-002-008-00/R012902)

Motion carried by a 5 – 0 – 2 vote with trustees Ralph Novosad, David Hodges, Tommy Turner, James Russell and J. J. Croix in favor and trustees Kristi David and Cecil Davis being absent.

CLOSED SESSION

EXECUTIVE SESSION: The president of the Board called for an Executive Session as authorized by Texas Government Code § 551.074 (1) (a) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee. The Board entered executive session at 8:04 p.m. and reconvened in open session at 8:47 p.m. to take the following action:

1. The Board Will Meet in a Closed Meeting to Discuss the Employment and Reassignment of Personnel.
2. Midyear Formative Evaluation of Superintendent

No action taken.

PERSONNEL

CONSIDER APPROVAL OF PROBATIONARY CONTRACTS FOR THE FOLLOWING PERSONNEL POSITIONS:

A motion was made by James Russell and seconded by Ralph Novosad to approve Administration's recommendation of probationary contracts for the following personnel positions:

1. High School Science Teacher – Anna Zahn
2. High School Drill Team Director – Jennifer Morton
3. High School / Middle School Assistant Band Director Barry Blackwell

Motion carried by a 5 – 0 – 2 vote with Trustees Kristi David and Cecil Davis being absent.

REVIEW EXIT INTERVIEW SUMMARY FROM 2011 – 2012: Mr. Pool and the Board reviewed the Exit Interview Summary report from 2011 – 2012.

REVIEW OF CURRENT PERSONNEL CHANGES FOR 2012-2013: Mr. Pool and the Board reviewed personnel changes for 2012 – 2013.

SUPERINTENDENT'S REPORT

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

There being no further discussion, the meeting adjourned at 8:57 p.m.

DRAFT

PRESIDENT

SECRETARY

**MINUTES OF THE BOARD OF TRUSTEES
EL CAMPO INDEPENDENT SCHOOL DISTRICT
August 7, 2012**

The Board of Trustees of the El Campo Independent School District met in a Special Meeting August 7, 2012 at 6:00 p.m. in the Boardroom, 700 W. Norris, El Campo, Texas.

MEMBERS PRESENT: David Hodges, James Russell, Cecil Davis, Kristi David, Ralph Novosad

MEMBERS ABSENT: Tommy Turner, J. J. Croix

OTHERS PRESENT: Mark Pool, David Bright, Carolyn Gordon, Melissa Koop, Dianne Cerny, Natalie Bednorz

Cecil Davis called the meeting to order at 6:08 p.m. Cecil Davis gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

BUSINESS AND OPERATIONS

DISCUSS FINAL CERTIFIED PROPERTY VALUES: Mr. Bright and the Board discussed final certified property values.

REVIEW PROPOSED BUDGET FOR 2012-2013: Mr. Pool and the Board reviewed the proposed budget for 2012 – 2013.

CONSIDER APPROVAL OF PROPOSED TAX RATES: A motion was made by Ralph Novosad and seconded by James Russell to approve the M & O tax rate of 1.04005. Motion carried by a 5 – 0 – 2 vote with Trustees Tommy Turner and J. J. Croix being absent.

A motion was made by Ralph Novosad and seconded by James Russell to approve the I & S tax rate of .15610. Motion carried by a 5 – 0 – 2 vote with Trustees Tommy Turner and J. J. Croix being absent.

CONSIDER APPROVAL OF DATE AND TIME FOR A PUBLIC HEARING ON THE PROPOSED BUDGET AND TAX RATES: A motion was made by Ralph Novosad and seconded by James Russell to approve the Public Hearing on the Proposed Budget and Tax Rates for Tuesday, August 21, 2012 at 6:30 p.m. Motion carried by a 5 – 0 – 2 vote with Trustees Tommy Turner and J. J. Croix being absent.

CLOSED SESSION

EXECUTIVE SESSION: The president of the Board called for an Executive Session as authorized by Texas Government Code § 551.074 (1) (a) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee. The Board entered executive session at 6:52 p.m. and reconvened in open session at 7:04 p.m. to take the following action:

1. The Board Will Meet in a Closed Meeting to Discuss the Employment and Reassignment of Personnel.

No action taken.

PERSONNEL

CONSIDER APPROVAL OF PROBATIONARY CONTRACTS FOR THE FOLLOWING PERSONNEL POSITIONS: A motion was made by Ralph Novosad and seconded by James Russell to approve Administration's recommendation of probationary contracts for the following personnel positions:

1. Middle School Special Education – Nicole Joines
2. High School Special Education – Gabriel Villarreal
3. High School Art – Megan McDonald
4. High School ESL – Hericka Rodriguez

Motion carried by a 5 – 0 – 2 vote with Trustees Tommy Turner and J. J. Croix being absent.

There being no further discussion, the meeting adjourned at 7:06 p.m.

DRAFT

President

Secretary

Action Required

Consent Agenda

Renewal of Interlocal Agreements with Purchasing Cooperatives for 2012-2013

Summary

Interlocal Agreements. Policy CH (LEGAL) states that to increase efficiency and effectiveness, the District may contract or agree with other local governments and with state agencies to perform some of its purchasing functions. An Interlocal agreement must be authorized by the Board and the governing body of each contracting party. These contracts may be renewed annually.

Although most of the agreements state that if the contract is not terminated by written notice that they automatically renew annually, we prefer that the Board actually takes formal action to renew these agreements.

The following is a list of Interlocal Purchasing Cooperatives that the district participates in:

- Region III Education Service Regional Purchasing Program
- Texas BuyBoard Cooperative Purchasing
The BuyBoard is a joint project of the Texas Association of School Boards, Texas Municipal League, and Texas Association of Counties
- Texas Cooperative Purchasing Network (TCPN)
The Cooperative Purchasing Network (TCPN) is an organization started in 1997 by Region 4 ESC in Houston, Texas to provide quality contracts to its Texas members. Subsequently, agencies in other states began to ask for access. TCPN then began to offer selected contracts nationally.
- Centralized Master Bidders List (CMBL)
The CMBL is a master database used by State of Texas purchasing entities to develop a mailing list for vendors to receive bids based on the products or services they can provide to the State of Texas. CMBL is managed out of the Office of the State Comptroller.
- Harris County Department of Education
The Purchasing Cooperative has been in existence for over 30 years and has grown its membership to over 450 entities. ECISD became a member of the cooperative in December 2003.

- The Interlocal Purchasing System (TIPS/TAPS) Program
The Interlocal Purchasing System (TIPS/TAPS) Program is through an Interlocal agreement with the Region VIII Education Service Center that provides cooperative purchasing opportunities to public agencies; i.e., schools, colleges, universities, and state, city, or county offices.
- PACE (Purchasing Association of Cooperative Entities) Purchasing Cooperative
Participation in the PACE Purchasing Cooperative is through an Interlocal agreement between ECISD and the Region 13 & 20 Education Service Centers.

ECISD Board Policy	CH (LEGAL), PURCHASING AND ACQUISITION
Effective Date	September 1, 2012
Previous Board Action	The Board annually renews Interlocal Agreements with purchasing cooperatives.
Future Action Expected	The Board annually renews Interlocal Agreements with purchasing cooperatives.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	Assists in making the most efficient use of district tax dollars.
Procedural and Reporting Implications	Renewal of Interlocal Agreements with Purchasing Cooperatives
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None

Attachments

None.

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations

Action Required

Motion, second and majority vote to approve renewal of Interlocal agreements with purchasing cooperatives.

Superintendent's Recommendation

I recommend you approve the annual renewal of Interlocal agreements with purchasing cooperatives as part of the consent agenda.

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (4 B.5)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Information Only

Consent Agenda: Business and Operations	Maintenance Department Improvement Plan
Summary	The Maintenance Department has done their annual review and improvement plan. Information is attached for your review.
ECISD Board Policy	CNA (LOCAL) MAINTENANCE MANAGEMENT: STUDENT MAINTENANCE
Effective Date	August 21, 2012
Previous Board Action	The Board annually reviews the district's Maintenance Program and department improvement plan.
Future Action Expected	The Board will annually review the district's Maintenance Program and department improvement plan.
Background Information and Significant Issues	See Program Improvement Plan
Fiscal Impact	Cost of strategies for accomplishment of objectives.
Student and Public Benefit	Program evaluation and improvement planning will provide an environment of continuous improvement of all programs for all students.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.

Attachments	Copy of Maintenance Improvement Plan document
Contact Person(s)	David Bright, Assistant Superintendent of Finance & Operations Jeff Balcar, Director of Maintenance
Action Required	None.
Superintendent's Recommendation	This is an information item only. No action required. Mark Pool, Superintendent of Schools

EL CAMPO INDEPENDENT SCHOOL DISTRICT

JEFF BALCAR, MAINTENANCE DIRECTOR

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

MARK POOL
SUPERINTENDENT

DAVID BRIGHT
ASSISTANT SUPERINTENDENT
FOR FINANCE

7/16/2012

STAFFING

MAINTENANCE DIRECTOR

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

CONTRACTED SERVICES

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

STATE REQUIREMENTS

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

WORK REQUESTS & TELEPHONE CALLS

- HIGH SCHOOL – 831
- MEADOW LANE – 103
- MYATT – 641
- HUTCHNS - 492
- MIDDLE - 546
- NORTHSIDE – 432
- TELEPHONE CALLS – 1,053

OPERATING EXPENSES

- TOTAL BUDGET **\$3,347,757**
- SALARIES & BENEFITS - \$694,245
- UTILITIES - \$1,155,000
- FIXED OPERATING EXPENSES - \$1,498,512

GOALS

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

EL CAMPO INDEPENDENT SCHOOL DISTRICT

JEFF BALCAR, MAINTENANCE DIRECTOR

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

MARK POOL
SUPERINTENDENT

DAVID BRIGHT
ASSISTANT SUPERINTENDENT
FOR FINANCE

MAINTENANCE IMPROVEMENT PLAN JEFF BALCAR, DIRECTOR

GOALS	RESOURCES NEEDED	OBJECTIVES	COST	TIMELINE	Status
High School Bldg C	Funding	Paint entire building Replace floor tile	• Unknown	• 2012/2013	• Pending
High School Main Plant	Funding	Upgrade Electrical service	• Unknown	• 2012/2013	• Pending
Hutchins Bldg A	Contractor	Replace floor tile	• Unknown	• 2012/2013	• Pending
Hutchins Bldg B Classrooms	Funding	Remove asbestos and replace carpet	• Unknown	• 2012/2013	• Pending
Purchase Truck	Replace vehicles that are 20 years and older that are in need of replacement	Safety	• \$20,000.00	• 2012/2013	• Pending •

June 20, 2012

Agenda Item Summary Sheet (4.B.1)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Business and Support Services **Approval of 2012-2013 Vendors List**

Summary

House Bill 987 passed by the 81st Texas Legislature repealed the section of the Texas Education Code that required districts to receive quotes for purchases of personal property valued between \$10,000 and \$25,000, which we accomplished using a vendors list. Anything over \$25,000 required a formal bid process.

The new legislation changed that threshold to \$50,000, and the section that required us to approve a vendors list annually for purchases between \$10,000 and \$25,000 was deleted from policy CH (LEGAL) in Update 86 that was adopted by the Board on January 20, 2010.

However, out of an abundance of caution, both our auditors and legal counsel have recommended that we continue the “vendors list” practice. To not do so would required us to establish and track many more categories to make sure we do not exceed the \$50,000 aggregate threshold in any 12-month period. For example, one of the categories we now use is “Instructional Supplies.” We might reach the \$50,000 threshold quickly in this category without creating additional “micro-categories” for ELA/Reading supplies, math supplies, science supplies, etc. To track these “micro-categories” is simply not practical.

ECISD Board Policy No policy requirement.

Effective Date August 21, 2012

Previous Board Action In the past the Board has annually approved the district’s vendors list.

Future Action Expected The Board will continue to approve the district’s vendors list annually.

Background Information and Significant Issues None.

Fiscal Impact We continue to have the cost of notice publication, postage, and staff time to establish and maintain a vendors list.

Student and Public Benefit	Assists in making the most efficient use of district tax dollars.
Procedural and Reporting Implications	Vendors List is published.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	2012-2013 Vendors List
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	Motion, second and majority vote to approve the Vendors List.
Superintendent's Recommendation	I recommend you approve the 2012-2013 Vendors List as part of the consent agenda. Mark Pool, Superintendent of Schools

2012-2013 ECISD Vendor Listing

Vendor Name

A.W. Peller and Associates
ABC School Supply/School Specialty)
ABDO PUBLISHING (Magic Wagon & Spotlight)
Abecedarian
AbelNet, Inc.
Academic Communication Associates, Inc.
Ace Mart Restaurant Supply Co., Inc.
Acetylene Oxygen Co.
Acme Architectural Hardware
ACP Direct
Active Parenting Publishers
Advanced Graphics
Alamo Iron Works
ALEKS Corporation
Alert Services, Inc.
Allen & Allen Lumber & Hardware
Altex Electronics Ltd.
Amberscapes, Inc. (DBA RL Shelley's Lawn Service)
Ambutech
AMC Music LLC
American Bus Sales
American Tire Distributors (Formerly Gray's Wholesale Tire)
Applause Learning Resources
Applied Practice, Ltd.
Ares Sportswear
Armadillo Clay & Supplies
Armstrong & McCall
Armstrong Repair Center
ATech Training Inc.
Audio Electronics Inc.
Audio Go (Chivers North America, Inc.)
Aves Audio Visual Systems, Inc.
B.C.G.F.
B.E. Publishing
B&B Services
B&H Photo-Video-Pro Audio
Ball Colorlink
Ballard & Tighe Publishers (Educational Ideas, Inc.)
Barbee Services, Inc.
Barcelona Sporting Goods
Baseball Express, Inc. (Team Express, Softball Sales
Bayou City Interests
Bearport Publishing
Behavioral Dynamics, Inc.
Beta Technology
Beyond Play LLC
Big Brainz, Inc.

Vendor Name

Bilingual Dictionaries, Inc.
Bill Doran Company
Bill Overall and Associates/Herff Jones
Bio Corporation
Boosters, Inc.
Bound to Stay Bound Books, Inc.
Bright Apple, Inc.
Brodart Co.
Brodhead Garrett (School Specialty, Woodworker's Supply)
Brook Mays Print Music (H&H Music, Universal Melody Services
BSN Sports/Sport Supply Group
Buck Terrell Athletics
Burmax Company, Inc.
C&B Medical, Inc.
Call One, Inc.
Calloway House
Cambium Education
Campus Teamwear
Canine Contraband Detection
Cannell Air Conditioning & Heating
Capstone
Capstone Classroom
Carolina Biological Supply Co.
Cengage Learning, Inc.
Certified Laboratories
Chalk's Truck Parts
Chall, Janette K.
Channing Bete Company, Inc.
Cheerleading Company
Chemsearch
Child's World (The) Attn: Amy Dols
Classroom Products Warehouse (CPW)
Coachcomm LLC
Coastal Office Products
Collins Music Center
Colorado Time Systems
Computer Center (The)
Computer Wholesale Products of America
Conner & Sons
ConServ Flag Co.
Constructive Playthings/U. S. Toy Company
Continental Press
Contract Application Programming, Inc. (EPES Software)
Contract Paper Group, Inc.
Contrax Group, LLC
40. Convergent Technologies
Corporate Incentives, Inc.

2012-2013 ECISD Vendor Listing

Vendor Name

Crabtree Publishing Co.
Creative Mathematics
Custom Creations
Custom Sportswear, Inc.
D&D Commercial Rebuild, Inc.
Davis Publications, Inc.
Deanan Gourmet Popcorn
Demco, Inc.
DeMoulin Brothers & Company
Dewitt Poth & Son
Dick Blick Company
Discount Magazine Subscription Svc
Diversified Woodcrafts, Inc.
DJC Holdings, LLC
DLB Educational Corp.
Don Davis Motor Co. Inc.
Don Johnston, Inc.
Driving Safety Services
DynaStudy, Inc.
Dynavox Systems, LLC
E.A. Collins and Sons
Eagle Enterprises
EAN Holdings, LLC (Enterprise)
EBSCO Information Services& Subscriptions
ECS Learning Systems, Inc.
Educational Enterprises Recording Company
Educational Innovations, Inc.
Educational Technology Learning
Educators Circle LLC dba Songs for Teaching
Educators Depot, Inc
Educators Outlet
Eduweblabs
Einstruction Corporation
El Campo Carpet One
El Campo Glass
El Campo Leader News
El Campo Office Supply
El Campo Parts, Inc.
El Campo Refrigeration & Supply, Inc.
El Saber Enterprises
Elevator Transportation Service
Endzone Video Systems
Enslow Publishers
Ensystex, Inc.
Eschenbach Optik of America
ETA Cuisenaire
Exceptional Teaching Inc.

Vendor Name

Executive Stitches
Explore Learning (Voyager Expanded Learning)
Eye on Education
Failure Free Reading (JFL Enterprises)
Fairway Supply, Inc.
First Impact Education
Fisher Science Education
Fitness Finders
Flaghouse, Inc.
Flatt Stationers
Flinn Scientific, Inc.
Floral Gardens
Flowers Etc. & Gifts, Inc.
Floyette Originals, Inc.
Follett Educational Services, Inc.
Follett Library Resources
Follett Software
Fowler Housemovers, Inc.
Frankel's Costume Co., Inc.
Frey Scientific (Delta Education&School Specialty)
Frog Publications, Inc.
Fromuth Tennis
Fruhauf Uniforms, Inc.
Game Time c/o Total Recreation Products
Game Time Sports N Things
Gandy Ink
Gareth Stevens Publishing
Gareth Stevens Pulishing Classroom
Garrett Book Company
GCR Tire Center
Gene's Wrecker, Tire & Truck Repair LLC
Georgetown Sporting Goods
Gilman Gear
Gopher Sport
Gourmet Curriculum Press, Inc. (Gourmet Learning)
Great Ideas for Teaching
Greystone Educational Materials
Gulf Bolt & Supply, Inc.
Gulf Coast Athletic Supply, Inc.
Gulf Coast Boiler Service
Gulf Coast Paper Co., Inc.
Gulf Coast Specialties
Gumdrop Books/ATTN: Bid Dept
H.E. B.
H&H Overhead Door Company
Hammond & Stephens
Handwriting without Tears, Inc.

2012-2013 ECISD Vendor Listing

Vendor Name

Happy Feet Inc.
Harcourt Outlines, Inc.
Heavenly Helpers
Heavy Duty Bus Parts
Heinemann (Greenwood Publishing)
Helena Chemical
Hendrik-Long Publishing co.
Henry Schein, Inc.
High Scope Educational Research Foundation
Highsmith, Inc. (Upstart) (GHC Specialty Brands)
Hillyard Houston
Hobby Lobby Creative Center
Hodges Welding Supply
Hoffer Truck Company
Hoffers Lube Express
Houchen Bindery Ltd.
Houghton-Mifflin Harcourt Publishing Co.
House of Ribbons
Human Relations Media Center, Inc. (DBA) HRM Video
Hummert International
Imagestuff.com
Indeco Sales, Inc.
Independent Living Aids, Inc.
Infiniti Communications Tech
Infobase Publishing (Facts on File, Chelsea House, Ferguson)
Institute for Disabilities Research and Training Inc.
Integral Mathematics, Inc.
International Roadway Research
Interstate Battery System of Victoria
Inzer Advance Designs
istation (Imagination Station, Inc.)
J.W. Pepper and Son, Inc. Dallas/Fort Worth
J&J Tours & Charters
Janak's Welding Supplies
Janelle Publications, Inc.
Jasper Engine & Transmission
Junior Library Guild (Attn: Ryan Hudson)
Kamico Instructional Media
KAPCO
Kaplan Early Learning Company
Kelvin LP
Killen Management Systems, Inc
Knebel Electric, Inc.
Lab Aids Inc.
Lakeshore Learning Materials
Landmark Print Finishing
Language Circle Enterprises

Vendor Name

Laureate Learning Systems
Lawson Products (Certified Labs)
Leapin' Leotards
Learning Resources
Learning Tools
Learning Zone
Lektro Inc.
Lerner Publishing Group
Leslie G
Liberts
Library Store, Inc. (The)
Library Video Company
Lincoln Library Press, Inc.
LinguiSystems, Inc.
Lone Star Learning
Lonestar Copy Products
Loose in the Lab
Love and Logic Institute, Inc
M&D Mower and Appliance
Mackin Educational Resources
Mar*Co Products, Inc.
Marcy Cook Math
Marianna, Inc.
Marshall Cavendish
Martin Electric Co., Inc.
Mason Crest Publishers
Master Communications (Asia for Kids/Culture for Kids
Math Warm-Ups.com
Maxi-Aids
McCoy's Building Supply (Carrie)
McGraw Hill Companies
Medco Supply Company
Melody House
Mentoring Minds
Meriweather Publishing Ltd.
MFAC, LLC (M-F Athletic Co.)
Microage Computer Center
Mid American Research Chemical
Midwest Technology
Mikeska's Bar B Que
Mitetnet/Marc Software
Mondo Publishing
Mountain Math/Mountain Language LLC
Mr. Gattis
Music is Elementary
N&N Sharpening Shop, Inc.
NASCO

2012-2013 ECISD Vendor Listing

Vendor Name

National Center for Youth Issues
National Educational Systems
National Reading Styles Institute (NRSI)
National School Products
NCS Pearson, Inc.
New Beginnings
New Distributing Co., Inc.
New Path Learning, LLC
New Readers Press
Norwood House Press
Novel Units, Inc.
O'Reilly Auto Parts
Olen Williams Inc.
Olmsted-Kirk Paper company of Houston
Omni Cheer
Optima, Inc.
Oriental Trading Company, Inc.
Paddle Tramps Mfg. Co.
Paint Perfection by Kruppa
Palos Sports
Paramount Promotions
Parent Institute (The)
Paxton Patterson
PCI Educational Publishing Co.
Pearson Education, Inc.(Scott Foresman&Prentice Hall)
Pender's Music Co.
Penner Electric Inc.
Penworthy Company
People's Education
Perceptual Development Corp. (Irlen Institute)
Perfection Learning Corporation
Perma-Bound Books
Pioneer Drama Service, Inc.
Pioneer Mfg. Co.
Pioneer Valley Books
Pitsco Education
Plank Road Publishing
Plumbmaster, Inc.
Popplers Music, Inc.
Porta Phone
Prasek's Hillje Smokehouse
Prentke Romich Company
Prestwick House
Prevention Partners
Pyramid School Products
QEP, Inc. Professional Books
Queue, Inc.

Vendor Name

Quill Corporation
R&R Printing
Radio Shack of El Campo
Raptor Technologies
RBC Music Co., Inc.
Read Naturally
Reading Helper, Inc.
Really Good Stuff
Really Great Reading
Recorded Books LLC
Remedia Publications
Renaissance Learning, Inc.
Resources for Educators (Aspen Publishers)
Reynolds Manufacturing Corp.
Rhythm Band Instruments, Inc.
Ribbon Enterprises
Riddell/All American
Ringor
Rioux, Inc.
Riverside Publishing Company
RJK Tree Trimming & Removal
RLP Services
Robert-Leslie Publishing LLC
Rosen Classroom
Rosen Publishing
Rydin Decal
S. Texas DeMoulin
S&T Enterprises
Sablatura Frank P. Key & Lock Service
Sala Printing Services
Sargent-Welch/VWR
Sax Arts & Crafts(Affiliated with School Specialty)
Schmidt Implement, Inc.
Scholastic Book Fairs
Scholastic Library Publishing
School Bus Parts Company
School Health Corporation
School Media Associates
School Nurse Supply, Inc. Attn: Jeff Giesel
School Outfitters
School Savers
School Specialty
Science Kit, Inc./VWR Educaiton, LLC
Screen Stop (The)
Sebco Books
Seedling Braille Books for Children
Seon Design, Inc.

2012-2013 ECISD Vendor Listing

Vendor Name

Service Supply of Victoria
Shearfix
Shiffler Equipment Sales, Inc.
Slosson Educational Publications, Inc.
SmileMakers, Inc.
Snap On Industrial
Soccer Post
Soechting Inc.
Sopris West Inc./Cambium Learning/Metropolitan Teaching & Learning
South Texas Oil & Dist
South Texas School Furniture
Southern Importers & Exporters
Southern Tire Mart
Southwest Book Company
Southwest Strings
Sportdecals
Sportime DBA School Specialty Sportime
Sportime/Abilitations -School Specialty
Star Zone, Inc. (DBA Star Zone Fashions)
Steps to Literacy
Sullivan Supply South, Inc.
Suncoast Resources
Super Duper Publications
Superior Motor Parts
Supporting Science, Inc.
Sutherland Lumber Co., Southwest, Inc
Suzuki Corporation
Svatek Vending
Swim Shops of the Southwest
Teacher Heaven
Teacher's Curriculum Institute (TCI)
Teacher's Discovery/American Eagle Co., Inc.
Teacher's Toolbox (The)
Teaching Systems, Inc.
Team Express Distributing, LLC (Baseball Express& Softball Sales)
Team Sports of Texas
Technical Laboratory Systems, Inc.
Tennant Sales and Service Company
Texas Scenic Company, Inc.
Texas Swim Shop
Textbook Warehouse
Theatre House, Inc
Therapro, Inc.
Tommy Dluhos Welding, LLC
Townsend Press
Tractor Supply Company (ATTN Mandy)
Triarco Arts & Crafts, Inc.

Vendor Name

Triumph Learning (DBA icore)
True Shine Cleaning Service
Tune In
Ultimate Office Solutions, Inc.
United Agricultural Cooperative, Inc.
US Games/Sport Supply Group
Valiant National AV Supply
Varsity Spirit Fashions ATTN: AM GIBBINS
Vernier Software & Technology
Victoria Fire & Safety Inc.
Visual Techniques
Voss Lighting
Voyager Learning Inc. and Sopris Learning
W.T. Cox Subscriptions, Inc.
Wal-Mart # 344 Attn: Scott Bowman
Ward's Natural Science/VWR Education, LLC
Water Boy Sports, Inc.
Webb Electronics, Inc.
Weldon, Williams & Lick
West Music Company
Western Psychological Services
Whites Home & Auto Store
Wholesale Electric Supply
William V. Mac Gill & Co.
Woods, Theresa Ann
World Research Co.
World Wide Imaging Supplies
Worthington Direct
Writing Academy (The)
Xerox Corporation
Youth Light, Inc.
Zaner-Bloser, Inc.

Agenda Item Summary Sheet (4 B.3)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Action Required

Business and Operations Resolution to Commit District Fund Balance

Summary The Governmental Accounting Standard Board (GASB) released Statement 54 —“Fund Balance Reporting and Governmental Fund Type Definitions” on March 11, 2009, which was effective for fiscal year ending August 31, 2011. Prior to the end of the fiscal year a resolution had to be adopted by the Board of Trustees that “commits fund balance to specific purpose(s) ..., but the amount(s), if any, which will be subject to the constraint, may be determined in the subsequent period.” The committed amounts may be determined when the audited fund balance amounts are known after the fiscal year end.

The Resolution that is being recommended at this time commits fund balances for the same purposes as the Resolution adopted in August 2011.

ECISD Board Policy CE (LOCAL), ANNUAL OPERATING BUDGET

Effective Date 2012-2013 School Year.

Previous Board Action None.

Future Action Expected None.

Background Information and Significant Issues A Resolution has been prepared that commits an additional \$50,000 for future Turf replacement at the El Campo I.S.D. High School Stadium.

The Resolution also commits portions of the following Special Revenue and Other Funds unassigned fund balances to be determined when audited fund balance amounts are known:

- Campus Activity Funds
- Child Nutrition Funds
- Family Crisis Fund
- Non-Permanent High School Scholarship Funds
- Permanent High School Scholarship Funds

Fiscal Impact None.

Student and Public Benefit	The public will see a more structured classification for reporting fund balance.
Procedural and Reporting Implications	Once approved, amounts will be subject to annual financial audit.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • Resolution to Commit Fund Balance
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	Motion, second and majority vote to approve the proposed Resolution to Commit Fund Balance.
Superintendent's Recommendation	<p>I recommend that the Board approve the proposed Resolution to Commit Fund Balance.</p> <p>Mark Pool, Superintendent of Schools</p>

**El Campo I.S.D.
Resolution to Commit Fund Balance**

**STATE OF TEXAS
COUNTY OF WHARTON**

RESOLUTION

The Board of Trustees of the El Campo Independent School District being convened in Regular Session at the El Campo I.S.D. Administration Office within the boundaries of the El Campo Independent School District, on the 21st day of August, 2012, with a quorum present in the persons of:

Trustees being absent: _____

WHEREAS Trustee _____ introduced the following order, moved its adoption, and the motion having been seconded by Trustee _____ was duly put and carried, said Order reading as follows:

IT IS HEREBY RESOLVED, ordered, and directed that the El Campo Independent School District commit the following portions of its August 31, 2012 General Fund unassigned fund balance.

BE IT RESOLVED, the District commits an additional \$50,000 for future Turf replacement at the El Campo I.S.D. High School Stadium.

BE IT RESOLVED, the District commits portions of its August 31, 2012, Special Revenue and Other Funds unassigned fund balances as follows:

- Campus Activity Funds – Funds generated at the campuses and accounted for in the campus activity special revenue funds are committed to the respective campus.
- Child Nutrition Funds – Funds generated by the child nutrition department and accounted for in the child nutrition special revenue fund are committed to child nutrition.
- Family Crisis Fund—Funds generated by interest earnings only are committed for family crisis spending.
- Non-Permanent High School Scholarship Funds—Funds generated are committed for awarding student scholarships.
- Permanent High School Scholarship Funds—Funds generated by interest earnings only are committed for awarding student scholarships.

Attest:

Tommy Turner, President
El Campo I.S.D. Board of Trustees

David Hodges, Secretary
El Campo I.S.D. Board of Trustees

**Consent Agenda:
Business and Operations**

Review of Proposed Revenue and Expenditures of Special Revenue Budgets

Summary

The Board does not approve, but should annually review the district's special revenue budgets; i.e., funds received from federal grant programs.

At the budget workshop in July, we presented the amounts we anticipated receiving from each of these federal grant programs:

- Title I, Part A
- Title I, Part C – Migrant
- Title II, Part A
- Title III, Part A
- Carl Perkins (Vocational Ed Basic Grant)
- IDEA-B, Formula (General Special Education)
- IDEA-B, Pre-School (Pre-School Special Education)

We also discussed that the Texas Education Agency was withholding a percentage of our initial entitlement in anticipation of sequestration at the federal level, which could result in an immediate reduction in federal funding.

Since that time we have received guidance from the U.S. Department of Education that if Congress does not act to restore funding by January 2, 2013, that any reduction in federal education dollars due to sequestration will not impact school districts until the 2013-2014 school year. Therefore, the Texas Education Agency has indicated that they will not withhold the amounts from our initial entitlement that was previously anticipated.

At this time we have not received any revised NOGAs (Notice of Grant Award) for any of these funds from TEA.

ECISD Board Policy

CE (LOCAL), ANNUAL OPERATING BUDGET

Effective Date

July 1, 2012

Previous Board Action

The Board annually reviews all special revenue budget revenue and expenditures.

Future Action Expected

The Board annually reviews all special revenue budget revenue and expenditures.

Background Information and Significant Issues

The following is a repeat of the information presented at the July Budget Workshop on sequestration of federal funds:

Sequestration of Federal Funds

- A. **Definition:** Defined by the Congressional Budget Office as a “cancellation of budgetary resources” (i.e., automatic budget cuts), sequestration is the process by which federal government automatically cuts its spending. The Office of Management and Budget (OMB) has sole authority to determine when sequestration must go into effect and the apportionment of automatic cuts across various federal agencies.

- B. **Budget Control Act of 2011.** The sequester written into the Budget Control Act of 2011 requires the following:
 - Approximately \$1.2 trillion must be cut from the federal budget between federal fiscal year 2013-2021.
 - The dollar amount of cuts must be divided evenly over the nine-year span, to total approximately \$109 billion annually.

- C. **Federal Education Budget.** At this point, it is estimated that anywhere from 8-14% may be cut from the federal education budget, for an approximate total of \$4.1 billion (nationally) for the 2012-2013 school and grant year.

- D. **Alternatives to Sequestration.** The U.S. Congress has several possible means of rescinding the sequestration process, all of which require bipartisan action and approval before January 2, 2013, from the House of Representatives, the U.S. Senate, and the president.

- E. **Texas Education Agency Response.** To prepare for the possibility of sequestration, TEA has elected to reduce planning amounts for federal formula grants and to calculate maximum entitlements later than usual, in January 2013, by which time the issue of funding cuts will be settled at the federal level.
 - 1. **Customary Calculation of Planning Amounts.**
 - TEA normally calculates “initial” planning amounts for federal grants based on the hold-harmless amount of a district’s prior-year maximum entitlements,
 - When formula data becomes available from the U.S. Department of Education, then initial planning amounts are “revised” to withhold either 2.5% of the grant total

or \$250,000, whichever is less, to prepare for the possibility that the district's entitlement may have been decreased.

- In December, after the school year has begun, "actual" maximum entitlements are calculated.

2. **2012-2013 Calculation of Planning Amounts.**

- TEA will withhold 10% of the state's expected appropriations from the district's planning amount calculations.
- Once any legislation rescinding sequestration is passed and signed into law, or once the OMB makes its determination of how the sequester is to be accounted for across the federal agencies, maximum entitlements will be calculated and made available to districts based on actions taken by federal agencies.

F. **Impact for El Campo ISD.**

- **2012-2013 Fiscal Year.** Due to the fact that we normally have a 15-25% roll forward in our federal grants, we will experience no impact for the 2012-2013 school year.
- **2013-2014 Fiscal Year.** If sequestration is not rescinded at the federal level, we could be looking at an 8-14% reduction in federal funds for the 2013-2014 school year, which could result in:
 - Elimination of programs and corresponding reduction in personnel;
 - Use of state and/or local funds to continue funding for previously funded federal program; or
 - Combination of both.

Fiscal Impact	Revenue Budget	\$2,817,393
	○ Initial Entitlement (Planning Amount)	\$2,005,324
	○ 2011-2012 Roll Forward	\$812,069

Student and Public Benefit The federal grant program budgets are developed to provide taxpayers the most efficient use of their funds and students the best educational experience possible.

Procedural and Reporting Implications Numerous expenditure and compliance reports must be filed throughout the year for each of the grant programs.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	<ul style="list-style-type: none"> Recap of Federal Programs Funding for 2012-2013 as presented at the July Budget Workshop
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>Carolyn Gordon, Executive Director of Federal Programs and Compliance</p>
Action Required	No action required.
Superintendent's Recommendation	<p>This is an information item only.</p> <p>Mark Pool, Superintendent of Schools</p>

Agenda Item Summary Sheet (4 B.6)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Monthly Financial Reports for Month of July

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

July 31, 2012

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 audited 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 93.70% of our amended revenue projections; and expended 85.44% of our amended expenditure estimates.
Compared to the same time last year, our revenue increased by \$223,807 and our expenditures decreased by (\$1,766,032).

	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%	41.60%	33.20%
Jan	75.42%	42.30%	73.77%	38.60%	57.38%	39.07%	60.48%	37.99%	64.61%	40.50%
Feb	83.18%	51.98%	79.39%	48.85%	68.68%	50.45%	66.83%	48.02%	69.97%	50.83%
Mar	85.20%	58.88%	81.29%	55.83%	70.62%	58.65%	68.88%	55.20%	72.10%	57.21%
Apr	86.78%	66.91%	82.79%	62.87%	75.39%	65.99%	73.41%	62.72%	77.12%	64.95%
May	89.07%	76.81%	84.31%	69.96%	79.21%	72.77%	77.20%	69.62%	81.11%	71.59%
Jun	90.38%	82.81%	86.04%	77.28%	85.20%	80.00%	82.93%	76.81%	87.17%	78.14%
Jul	91.72%	88.08%	87.23%	85.52%	91.73%	85.63%	89.99%	84.05%	93.70%	85.44%
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 -\$25,281 giving us a new adjusted levy of \$13,379,098; and we have currently collected \$13,064,571 which amounts to 97.65% of the adjusted levy. This leaves an uncollected balance of \$314,527.

Delinquent collections YTD are \$265,334 plus \$195,021 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%	34.01%
Jan	86.80%	85.29%	81.82%	73.71%	81.26%	84.41%
Feb	94.40%	93.58%	93.04%	92.80%	93.50%	94.04%
Mar	95.38%	94.44%	94.06%	94.60%	94.95%	95.38%
Apr	96.11%	95.13%	94.97%	95.27%	95.52%	96.12%
Jun	96.69%	95.78%	95.61%	95.84%	96.26%	96.75%
Jun	97.40%	96.55%	96.69%	96.50%	96.67%	97.14%
Jul	97.64%	96.87%		96.83%	97.10%	97.65%
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	\$2,074,311	\$2,033,587	(\$40,724)	\$28,944,900	\$29,168,707	\$223,807
Expenditures	\$2,334,633	\$2,490,425	\$155,792	\$26,979,343	\$25,111,373	(\$1,867,970)
Balance	(\$260,322)	(\$456,838)	(\$196,516)	\$1,965,557	\$4,057,334	\$2,091,777

Attachments

- Monthly Financial Report – July 31, 2012
- 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
August 21, 2012**

**Comparison of Revenue and Expenditures
to the Budget for the General Operating Fund
9-1-11 to 7-31-12**

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	\$14,164,736	(\$158,094)
<i>State:</i>	\$15,587,706	\$15,587,706	\$13,737,376	(\$1,850,330)
<i>Federal:</i>	\$1,218,383	\$1,218,383	\$1,266,594	\$48,211
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<i>Total:</i>	\$31,128,919	\$31,128,919	\$29,168,706	(\$1,960,213)

ESTIMATE EXPENDITURES:

<i>Original Budget</i>	<i>Amended Budget</i>	<i>Expended</i>	<i>Outstanding Encumbrances</i>	<i>Expenditures Year to Date</i>	<i>Balance for Year</i>
\$30,015,642	\$30,015,642	\$25,121,786	\$524,885	\$25,646,671	\$4,368,971

COMPARISONS TO JULY 31 OF PRIOR YEAR:

	<i>2010-2011</i>	<i>2011-2012</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$28,944,899	\$29,168,706	\$223,807
<i>Expenditures:</i>	\$27,412,703	\$25,646,671	(\$1,766,032)
<i>Cash Position:</i>	\$7,725,449	\$11,707,402	\$3,981,953

PRIOR MONTH CASH POSITION as of 6/30/12: \$12,049,856

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%

BUDGET AMENDMENTS:

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	
Dec-11	\$13,404,379	-\$17,977	\$13,386,402	3,274,720	24.46%	30.94%	\$20,013	\$11,474	\$3,306,207	
Jan-12	\$13,404,379	-\$19,526	\$13,384,853	6,746,009	50.40%	41.72%	\$27,635	\$17,366	\$6,791,010	
Feb-12	\$13,404,379	-\$19,526	\$13,384,853	1,288,833	9.63%	12.20%	\$20,903	\$22,244	\$1,331,980	
Mar-12	\$13,404,379	-\$23,576	\$13,380,803	176,268	1.32%	1.45%	\$23,760	\$24,594	\$224,622	
April-12	\$13,404,379	-\$23,382	\$13,380,996	98,746	0.74%	0.56%	\$22,093	\$21,469	\$142,308	
May-12	\$13,404,379	-\$23,382	\$13,380,996	84,764	0.63%	0.72%	\$23,413	\$20,068	\$128,246	
Jun-12	\$13,404,379	-\$25,234	\$13,379,144	50,252	0.38%	0.41%	\$18,312	\$16,847	\$85,411	
July-12	\$13,404,379	-\$25,281	\$13,379,098	67,654	0.51%	0.40%	\$10,334	\$14,523	\$92,510	
Year To Date				13,064,571	97.65%	97.10%	265,334	195,021	\$13,524,926	\$314,527

EL CAMPO INDEPENDENT SCHOOL DISTRICT
Cash Flow
2011-2012

199 GENERAL FUND	Actual Sep-11	Actual Oct-11	Actual Nov-11	Actual Dec-11	Actual Jan-12	Actual Feb-12	Actual Mar-12	Actual Apr-12	Actual May-12	Actual Jun-12	Actual Jul-11	Actual Jul-12	Actual Aug-11	2010-11 Totals
REVENUE:														
5700 Local Revenue:														
5711 Taxes Current Year	16,803	35,389	1,068,764	2,830,750	5,831,418	1,114,099	152,370	85,358	73,272	43,439	46,591	58,481	74,900	11,397,718
5712 Taxes Prior Years	13,911	64,243	23,740	17,842	24,184	18,348	20,942	19,723	20,647	16,304	23,658	9,114	30,017	307,317
5719 Pen, Int, & Other	9,786	30,346	12,270	10,830	16,369	28,725	21,676	19,206	17,779	15,049	18,751	12,748	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	5,035	2,646	0	0	3,900	3,900
5740 Other Local Sources	31,373	5,994	11,098	8,705	23,461	20,810	2,247	14,837	19,254	6,552	10,134	10,974	169,975	308,813
5750 Co/Curr Activities	36,634	16,111	6,182	1,199	5,578	3,133	1,992	2,862	199	0	5,130	14,361	17,959	84,613
Total Local Rev:	108,507	152,082	1,122,054	2,869,326	5,901,011	1,185,116	199,227	141,987	136,187	83,990	104,263	105,679	323,907	12,314,525
5800 State Revenue:														
5811 Available School Fund	0	0	105,172	105,858	28,282	28,282	169,105	99,262	110,266	161,831	106,130	0	0	1,067,469
5812 Foundation Entitlement	3,060,877	2,506,858	1,314,677	0	0	0	0	1,058,196	695,373	1,393,696	1,718,049	1,809,666	2,717,355	14,163,369
5812 Founda Ent-Prior Yr	0	0	0	0	0	0	0	0	0	0	240	0	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	0	0	0	0	0	0	0	0	0	0	5,350	8,845
5831 TRS On-Behalf	88,218	0	179,337	89,530	89,441	89,279	89,344	88,677	89,014	90,645	100,795	88,689	156,816	1,359,831
Total State Rev:	3,149,095	2,506,858	1,599,186	195,388	117,723	117,561	258,449	1,246,135	894,653	1,646,172	1,925,214	1,898,355	2,879,521	16,653,143
5900 Federal Revenue:														
5930 Federal	0	0	67,113	0	0	5,787	0	0	0	6,677	0	0	6,828	59,458
Total Federal Rev:	0	0	67,113	0	0	5,787	0	0	0	6,677	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	2,788,353	3,064,714	6,018,734	1,308,465	457,677	1,388,122	1,030,840	1,736,839	2,029,477	2,004,034	3,213,681	29,030,550
EXPENDITURES:														
6000 Expenditures:														
6100 Payroll Costs	891,648	1,531,508	1,705,865	1,566,323	1,604,254	1,617,610	1,578,918	1,597,334	1,606,917	1,604,420	1,714,050	1,596,506	2,441,122	22,313,323
6200 Contracted Services	237,438	235,722	344,326	99,284	320,220	190,649	451,700	212,171	292,533	252,788	96,026	256,848	401,221	1,992,618
6300 Supplies & Materials	84,308	161,364	130,259	105,871	79,179	131,708	127,640	128,314	187,884	108,488	46,401	111,025	165,625	1,715,582
6400 Other Operating	46,415	173,797	40,481	29,135	183,953	36,353	30,488	179,177	98,364	81,135	408,618	405,156	179,056	1,340,460
6500 Debt Services	0	0	500	0	0	282,006	0	0	500	0	0	0	47,006	325,444
6600 Capital Outlay	0	5,830	7,075	-12,907	33,786	0	1,610	18,310	0	14,828	5,253	50,767	93,230	415,130
8900 Other Uses/Non Operating	0	0	0	0	0	0	29,000	0	0	0	0	0	0	0
Total Expenditures:	1,259,808	2,108,221	2,228,506	1,787,706	2,221,392	2,258,327	2,219,356	2,135,306	2,186,198	2,061,658	2,270,347	2,420,302	3,327,261	28,102,556
ENDING BALANCE	1,997,793	550,719	559,848	1,277,008	3,797,342	-949,863	-1,761,679	-747,184	-1,155,358	-324,819	-240,870	-416,268	-113,581	927,995
GF FB as of 8/31/11	6,760,897													
	8,758,690	9,309,409	9,869,257	11,146,265	14,943,607	13,993,744	12,232,065	11,484,880	10,329,522	10,004,703	8,938,885	9,588,435	9,474,854	

240	FOOD SERVICE	Actual Sep-11	Actual Oct-11	Actual Nov-11	Actual Dec-11	Actual Jan-12	Actual Feb-12	Actual Mar-12	Actual Apr-12	Actual May-12	Actual Jun-12	Actual Jul-11	Actual Jul-12	Actual Aug-11	2010-11 Totals
REVENUE:															
5700	Local Revenue:														
	Earnings from Temp Dep			567	0	0	605	0	0	773	0	0	0	1,395	5,379
	Foundation Revenue														
	Breakfast	7,821	7,654	7,948	3,379	9,451	9,122	6,641	7,435	7,286	34	0	0	7,060	70,201
	Lunch	20,934	20,726	21,714	12,223	25,704	23,950	20,286	17,461	18,642	20	0	0	17,556	178,014
	A La Carte	9,299	8,871	8,589	4,965	9,589	9,476	7,600	7,456	7,792	28	0	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	403	385	149	120	84	676	1,286	378	0	0	958	3,389
	Summer Food Service	0	0	0	0	0	0	0	0	0	214	70	163	0	139
	Total Local Ren:	38,054	37,363	39,221	20,951	44,892	43,272	34,611	33,029	35,779	674	70	163	31,526	352,474
5800	State Revenue														
5829	Misc St Program Rev.	0	0	0	0	0	0	0	0	9,800	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	0	9,800	0	0	0	0	9,939
5900	Federal Revenue														
5921	School Breakfast	0	29,770	28,572	28,082	16,945	29,118	33,187	32,577	52,054	34,376	3,483	1,382	9,492	244,575
5922	National School Lunch	0	103,863	93,743	92,718	56,986	100,804	101,192	80,985	89,162	97,656	12,545	3,135	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	8,075	5,049	4,883	12,958
	Total Federal Rev:	6,878	140,511	129,193	127,678	80,809	136,801	141,257	120,440	148,095	138,910	30,981	16,444	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	168,414	148,629	125,701	180,073	175,868	153,469	193,673	139,585	31,051	16,606	91,599	1,553,908
EXPENDITURES:															
6000	Expenditures:														
6100	Payroll & Benefits	25,954	49,166	48,414	41,759	45,109	47,594	42,157	46,430	47,755	40,892	40,802	42,697	61,228	570,721
6200	Contracted Services	0	128,164	97,738	100,346	72,549	72,912	96,840	103,645	87,685	89,287	16,532	20,183	46,906	845,079
6300	Supplies & Materials	6,912	7,009	8,376	7,016	7,130	7,064	7,024	6,889	6,936	7,012	6,952	7,243	53,617	130,547
6400	Other Operating	0	139	19	66	51	127	37	142	114	140	0	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	154,547	149,187	124,838	127,697	146,059	157,106	142,490	137,332	64,286	70,123	161,958	1,546,922
	ENDING BALANCE	12,067	5,464	19,331	18,773	19,636	72,013	101,823	98,186	149,369	151,622	79,195	98,105	27,746	6,985

511	DEBT SERVICE	Actual Sep-11	Actual Oct-11	Actual Nov-11	Actual Dec-11	Actual Jan-12	Actual Feb-12	Actual Mar-12	Actual Apr-12	Actual May-12	Actual Jun-12	Actual Jul-11	Actual Jul-12	Actual Aug-11	2010-11 Totals
REVENUE:															
5700	Local Revenue:														
5711	Taxes Current Year	2,502	5,550	167,623	443,970	914,592	174,734	23,898	13,387	11,492	6,813	6,937	9,172	11,152	1,696,838
5712	Taxes Prior Years	1,839	7,878	3,011	2,170	3,451	2,555	2,818	2,370	2,766	2,008	3,032	1,220	3,999	37,304
5719	Pen, Int, & Other	1,211	2,872	946	644	997	2,434	2,918	2,263	2,289	1,798	2,381	1,775	3,486	23,622
5742	Earnings Fm Temp Dep	66	71	107	230	594	777	734	728	763	747	1,433	780	554	10,906
	Total Local Rev:	5,617	16,372	171,687	447,015	919,633	180,499	30,367	18,748	17,310	11,366	13,783	12,947	19,191	1,768,670
5800	State Revenue:														
5829	St Rev Dist By TEA	0	0	0	0	98,000	0	0	0	0	0	0	0	0	35,714
	Total State Rev:	0	0	0	0	98,000	0	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	171,687	447,015	1,017,633	180,499	30,367	18,748	17,310	11,366	13,783	12,947	19,191	1,804,384
EXPENDITURES:															
6000	Expenditures:														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	315,000	0	0	0	0	0	0	480,000	790,000
6521	Interest on Bonds	0	0	0	0	0	492,384	0	0	0	0	0	0	501,984	1,010,169
6599	Other Debt Fees	0	0	500	0	0	0	400	0	0	0	0	0	0	900
	Total Expenditures:	0	0	500	0	0	807,384	400	0	0	0	0	0	981,984	1,801,069
	ENDING BALANCE	5,617	21,989	193,176	640,191	1,657,825	1,030,939	1,060,907	1,079,655	1,096,965	1,108,331	966,109	1,121,278	158,484	3,315
Total Approved Budget															
199, 240, 511															
	TOTAL REVENUE	3,308,151	2,853,186	3,128,455	3,660,358	7,162,068	1,669,037	663,913	1,560,340	1,241,823	1,887,789	2,074,311	2,033,587	3,324,471	32,388,842
	TOTAL EXP	1,292,674	2,292,698	2,383,552	1,936,893	2,346,230	3,193,408	2,365,815	2,292,412	2,328,688	2,198,989	2,334,633	2,490,425	4,471,204	31,450,547
	ENDING BALANCE	2,015,477	2,575,965	3,320,868	5,044,333	9,860,171	8,335,799	6,633,897	5,901,824	4,814,960	4,503,760	4,148,286	4,046,921	2,900,188	

Agenda Item Summary Sheet (4 B.7)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Checks Written – July 2012

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

July 31, 2012

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
December	\$1,211,146.13	\$1,030,485.01	\$853,561.12	\$720,971.25	\$355,804.15
January	\$1,045,238.51	\$995,619.31	\$880,591.27	\$747,638.61	\$701,991.20
February	\$1,993,265.44	\$1,128,501.50	\$874,019.06	\$594,414.61	\$526,943.91
March	\$660,962.20	\$1,107,119.75	\$694,107.70	\$704,337.28	\$656,212.94
April	\$777,024.72	\$779,634.45	\$846,903.79	\$656,212.94	\$554,991.73
May	\$867,612.30	\$1,105,700.63	\$758,644.83	\$620,111.02	\$891,849.50
June	\$1,529,388.36	\$816,384.98	\$718,912.56	\$736,989.79	\$751,699.54
July	\$803,678.77	\$813,160.04	\$718,935.08	\$658,378.35	\$762,236.64
Subtotal YTD	\$11,033,192.97	\$10,504,158.85	\$8,722,738.71	\$7,574,855.98	\$7,166,456.29
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 (July and August) when we pay principal and interest on debt.

Attachments List of checks written during the month of July 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 (5 A)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Action Required

Business and Operations **Final Amendments to 2011-2012 General Operating Budget**

Summary The final amendment to the 2011-2012 General Operating Budget will be ready for your consideration at the meeting Tuesday evening.

ECISD Board Policy CE (LOCAL), ANNUAL OPERATING BUDGET

Effective Date August 31, 2012

Previous Board Action The Board approved the 2011-2012 General Operating Budget on August 19, 2011.

Future Action Expected The Board is required to amend the budget when a change increases any one of the functional spending areas.
The Board annually approves the final amendments for the fiscal year each August.

Background Information and Significant Issues None.

Fiscal Impact Will be shown on the amendment document to be presented at the meeting.

Student and Public Benefit Accurate accounting for the expenditure of public funds.

Procedural and Reporting Implications Record the official budget amendment and make the necessary changes in the general operating budget.

Public Comments None.

Alternatives None.

Other Comments and Related Issues None

Attachments

None.

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations

Action Required

Motion, second and majority vote to approve the final amendment(s) to the 2011-2012 General Operating Budget,

Superintendent's Recommendation

I will have a recommendation following the presentation of the final amendment(s) Tuesday evening.

Mark Pool, Superintendent of Schools

Action Required

Business and Operations **Discuss and Consider Approval of Using Funds from General Fund Balance to Pay Off Limited Tax Refunding Bonds**

Summary

At this summer’s budget workshops there has been a considerable amount of discussion of using some of the district’s General Fund fund balance to pay off some of our debt that is currently being paid from the maintenance and operations budget. Specifically, we have discussed paying off the Limited Tax Refunding Bonds, Series 2004, which are callable on September 15, 2012.

I have discussed this at length with our financial advisor, Lewis Wilks, from Coastal Securities. Lewis concurs that this is a smart move as long as it does not overly tax our fund balance. Paying the bonds off at this time will immediately release \$202,643.75 that is currently budgeted for principal and interest for this year to be used for other General Fund expenses.

In addition, it impacts future budgets in that we will not have to budget for principal and interest:

2013-2014	\$199,687.50
2014-2015	\$196,493.75
2015-2016	\$193,062.50
2015-2016	\$189,393.75

Paying off the \$875,000 in principal will save us \$106,281.25 in interest over the next five years.

According to the analysis done by Coastal Securities they believe the payoff amount on September 25, 2012 to be \$879,618.06 plus a Redemption Fee of \$250.00 to Wells Fargo Bank, who is the Paying Agent/Registrar (PAR). The gross amount necessary for a 9/25/12 payoff is \$879,868.06. [Note: There is a 30-day notice requirement. The call date is September 15th, but because of the notice requirement the transaction cannot actually take place until September 25th, so we owe some additional interest —thus the \$879,618.06 payoff instead of \$875,000.

Lewis Wilks cannot attend the meeting, but will be available by telephone to answer any questions you might have.

ECISD Board Policy	CE (LOCAL), ANNUAL OPERATING BUDGET
Effective Date	September 25, 2012
Previous Board Action	The Board approved the issuance of these Limited Tax Refunding Bonds in 2004 to save money by refinancing Maintenance Tax Notes that had previously been issued.
Future Action Expected	None.
Background Information and Significant Issues	<p>Lewis Wilks has outlined the following steps necessary to complete the transaction:</p> <ol style="list-style-type: none"> 1. The Board will authorize the \$879,868.06 payment to defease the bonds on 9/25/12 on August 21st. 2. August 22, the District (Coastal Securities) will need to notify the PAR —Wells Fargo Bank, of the District's intent to pay off these bonds with cash on 9/25/12 (30-day Notice Requirement to the bondholder(s) in the Series 2004 Bond Order). 3. The PAR will submit the required notice to the bondholder(s) and provide wiring instructions to the District for receipt of the required payoff amount. 4. September 24, 2012, the District will wire funds to the appropriate account at the PAR —Wells Fargo Bank. 5. September 25, 2012, Wells Fargo Bank wires funds to bondholder(s) and the bonds are defeased.
Fiscal Impact	The District spends \$879,868.06 from General Fund fund balance now to save \$981,281.25 in principal and interest payments from the M&O budget over the next five years.
Student and Public Benefit	Paying off the debt from available fund balance reliefs funds in the M&O budget that can truly be used for their intended purpose rather than debt service.
Procedural and Reporting Implications	See information from Lewis Wilks outline above.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None

Attachments	Analysis from Coastal Securities
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	Motion, second and majority vote to approve the use of \$879,868.06 from the General Fund fund balance to pay off the Limited Tax Refunding Bonds, Series 2004.
Superintendent's Recommendation	I recommend the Board approve the use of \$879,868.06 from the General Fund fund balance to pay off the Limited Tax Refunding Bonds, Series 2004. Mark Pool, Superintendent of Schools

Mark Pool

From: Lewis Wilks [LAW@coastalsecurities.com]
Sent: Thursday, August 09, 2012 10:42 AM
To: Mark Pool; David Bright; Kristel.D.Richards@wellsfargo.com
Cc: Julie Petersen; Trudy Singleton
Subject: El Campo ISD Cash Defeasance - Limited Tax Refunding Bonds, Series 2004
Attachments: Cash Defeasance Calculation for Serie 2004 Bonds With Related Expenses (8.9.12).pdf

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Please see the attached analysis showing the payoff of the above referenced bonds on September 25, 2012. We believe the payoff amount for that date to be \$879,618.06 plus a Redemption Fee of \$250.00 to Wells Fargo Bank (Paying Agent/Registrar - PAR). The gross amount necessary for a 9/25/12 payoff is \$879,868.06.

The steps necessary to complete the transaction are as follows:

1. The Board would authorize the above payments to defease the bonds on 9/25/12 at the August 21, 2012 Board meeting.
2. August 22, the District (we) would need to notify the PAR – Wells Fargo Bank (Kristel Richards – 214-756-7417) of the District's intent to defease the above referenced bonds with cash on 9/25/12 (30-day Notice Requirement to the bondholder(s) in the Series 2004 Bond Order).
3. The PAR will submit the required notice to the bondholder(s) and provide wiring instructions to the District for the receipt of the required payoff amount.
4. September 24, 2012, the District will wire funds to the appropriate account at the PAR - Wells Fargo Bank.
5. September 25, 2012, Wells Fargo Bank wires funds to bondholder(s) and the bonds are defeased.

I hope this is helpful and describes the steps necessary to defease the above reference bonds. Please review and let me know if you have any questions or concerns. Thanks. Lewis

Lewis A. Wilks
Managing Director - Public Finance
Coastal Securities, Inc.
920 Memorial City Way, 11th Floor
Houston, Texas 77024
713-435-4336 (phone)
800-266-4098
713-435-4448 (fax)
law@coastalsecurities.com

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SOURCES AND USES OF FUNDS

El Campo Independent School District
Series 2004 Cash Defeasance

Sources:

Cost to Defeasance Bonds	879,868.06
	879,868.06

Uses:

Cash Deposit	879,618.06
Expenses:	
Paying Agent Redemption Fee	250.00
	879,868.06

SUMMARY OF BONDS REFUNDED

El Campo Independent School District
Series 2004 Cash Defeasance

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Limited Tax Refunding Bonds, Series 2004, 2004NOTE:					
SER	02/15/2013	4.750%	165,000.00	09/25/2012	100.000
	02/15/2014	4.750%	170,000.00	09/25/2012	100.000
	02/15/2015	4.750%	175,000.00	09/25/2012	100.000
	02/15/2016	4.750%	180,000.00	09/25/2012	100.000
	02/15/2017	4.750%	185,000.00	09/25/2012	100.000
			875,000.00		

PRIOR BOND DEBT SERVICE

El Campo Independent School District
Series 2004 Cash Defeasance

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2013	165.000	4.750%	20,781.25	185,781.25	
08/15/2013			16,862.50	16,862.50	
08/31/2013					202,643.75
02/15/2014	170.000	4.750%	16,862.50	186,862.50	
08/15/2014			12,825.00	12,825.00	
08/31/2014					199,687.50
02/15/2015	175.000	4.750%	12,825.00	187,825.00	
08/15/2015			8,668.75	8,668.75	
08/31/2015					196,493.75
02/15/2016	180.000	4.750%	8,668.75	188,668.75	
08/15/2016			4,393.75	4,393.75	
08/31/2016					193,062.50
02/15/2017	185.000	4.750%	4,393.75	189,393.75	
08/31/2017					189,393.75
	875.000		106,281.25	981,281.25	981,281.25

ESCROW STATISTICS

El Campo Independent School District
Series 2004 Cash Defeasance

Total Escrow Cost	Modified Duration (years)	Yield to Receipt Date	Yield to Disbursement Date	Perfect Escrow Cost	Value of Negative Arbitrage	Cost of Dead Time
Global Proceeds Escrow: 879.618.06				879.618.06		
879.618.06				879.618.06	0.00	0.00

Delivery date 09/25/2012
Arbitrage yield 2.009913%

Agenda Item Summary Sheet (5 D)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Action Required

Business and Operations **Approval of 2012-2013 General Operating Budget**

Summary

According to district LEGAL policy, the Board shall adopt a budget to cover all expenditures for the succeeding fiscal year at the meeting called for that purpose and before the adoption of the tax rate for the tax year in which the fiscal year covered by the budget begins.

Texas Education Code § 44.002 requires that the Superintendent shall prepare, or cause to be prepared, a proposed budget covering all estimated revenue and proposed expenditures of the District for the following fiscal year. The proposed budget must be prepared before a date set by the State Board of Education, which currently is August 20.

Texas Education Code § 44.004 requires that after the proposed budget has been prepared, the Board President shall call a Board meeting for the purpose of adopting a budget for the succeeding fiscal year. Any taxpayer of the District may be present and participate in that meeting. The Board President shall also provide for publication of notice of the budget and proposed tax rate meeting in a newspaper published in the District.

Concurrently with the publication of the notice, the District shall post a summary of the proposed budget on the District's web site.

The Board has conducted two budget workshops to review and discuss the proposed budget and all of the legal requirements mentioned above have been met.

ECISD Board Policy CE (LOCAL), ANNUAL OPERATING BUDGET

Effective Date September 1, 2012

Previous Board Action The Board annually approves the General Operating Budget for the District.

Future Action Expected The Board annually approves the General Operating Budget for the District.

Background Information and Significant Issues **Revenue:**
The proposed Maintenance & Operations Revenue is \$551,900 less

than the M&O Revenue for 2011-2012. Projected state revenue is \$844,606 less than the state revenue in 2011-2012 (includes Foundation School Program, Available School Fund, and Existing Debt Allotment); and projected local revenue is \$292,706 more than the local revenue in 2011-2012 (includes current year taxes calculated at 98% collection rate).

When all state, local, and federal General Fund revenue sources are considered our total revenue projection is \$27,221,253, which is \$500,647 less than last year.

Expenditures:

On the expenditure side of the budget, our estimated expenditures for 2012-2013 General Fund are \$27,221,253, with \$360,738 being in payroll contingency. Estimated expenditures exceed last year's budgeted expenditures by \$558,092.

When the Food Service Fund and the Debt Service Fund (the other two funds the Board approves in the General Operating Budget) are added to the General Fund our budget is balanced with total estimated revenues at \$30,697,359, and total estimated expenditures at \$30,697,359.

2011-2012, 2012-2013 Biennial Budget Comparison:

Last year when we tackled the school finance crisis we took the approach that we would look at our budget projections for the biennium. Last year we had a budgeted surplus of \$1,058,739. However this year our projected revenue is \$500,647 less than last year and our estimated expenditures are \$555,481 more than last year; i.e., -\$500,647 - \$558,092 = -\$1,058,739.

Taxes:

With our Certified Freeze-Adjusted Taxable Values up by \$19,795,067 the percentages of state revenue decreased from 55.9% last year to 53.8% for 2012-2013; and the percentage of local revenue increased from 44.1% last year to 46.2% for 2012-2013. As noted earlier, even though values increased, the total amount of revenue decreased and the revenue share shifted from the state to the local district.

However, because of the increase in values we were able to reduce the debt service (Interest & Sinking Fund) tax rate from \$0.16312 to \$0.15610; a decrease of almost three-fourths of a penny. Since the Maintenance & Operations tax rate of \$1.04005 remains the same, then the total tax rate decreases by the same amount of decrease as seen in the I&S tax rate.

The average taxable value of a residence in the district increased by \$1,695 from \$94,200 to \$95,895. Therefore, even though the district is lowering the overall tax rate, the average residence will see an increase in taxes due of \$13.66; i.e., from \$1,133.39 to \$1,147.05.

Fiscal Impact

Revenue Budget

\$30,697,359

Expenditure Budget \$30,697,359

Student and Public Benefit The budget is developed to provide taxpayers the most efficient use of their funds and students the best educational experience possible.

Procedural and Reporting Implications The adopted budget must be filed with the Texas Education Agency on or before the date established in the *Financial Accountability System Resource Guide*.

Public Comments A Public Hearing will be held on the proposed budget at this meeting prior to adoption.

Alternatives None.

Other Comments and Related Issues None

Attachments

- Copy of Proposed Budget as Presented at August 7, 2012 Budget Workshop
- Copy of Ordinance for Adoption of Proposed 2012-2013 Budget

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

Action Required Motion, second and majority vote to approve the 2012-2013 General Operating Budget that includes Funds 199, 240, and 511.

Superintendent's Recommendation I recommend that you approve the 2012-2013 General Operating Budget that has been proposed, which includes Funds 199, 240, and 511.

Mark Pool, Superintendent of Schools



ECISD PROPOSED BUDGET

2012-2013

Submitted August 7, 2012

ECISD BOARD MEETING

Prepared by David Bright,
Assistant Superintendent for Finance

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
REVENUE PROJECTION
2012-2013**

8/7/12

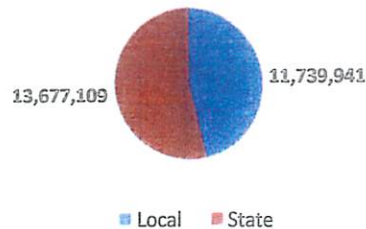
Year	Refined ADA	Rate	M&O Tax Rate	Certified Freeze-Adjusted	Local Revenue @ 98%	State Revenue	Total M&O Revenue	Deficit/Surplus vs 11/12	Additional Aide above Compressed Rate			M&O Tax Rate	I&S Tax Rate	Total Tax Rate	
									Local	State	Total				
2007-08	3,195.5														
2008-09	3,205.0	SCR + .04	1.04005	1,055,787,385	11,237,869	15,939,479	27,177,348					1.04005	0.15212	1.19217	
2009-10	3,201.9	SCR + .04	1.04005	1,073,320,252	11,443,462	16,242,943	27,686,405					1.04005	0.14904	1.18909	
2010-11	3,239.3	SCR + .04	1.04005	1,076,011,418	11,506,719	16,135,094	27,641,813					1.04005	0.15485	1.19490	
2011-12	3,250.0	SCR + .04	1.04005	1,064,125,826	11,447,235	14,521,715	25,968,950					1.04005	0.16312	1.20317	
				Estimate											
2012-13	3,274.3	SCR	1.00005	1,083,920,893	11,315,044	13,536,515	24,851,559	(1,117,391)							
2012-13	3,274.3	SCR + .01	1.01005	1,083,920,893	11,421,268	13,571,883	24,993,151	(975,799)	106,224	35,368	141,592	2012-13 Debt Service	I&S Tax Rate	Total Tax Rate	
2012-13	3,274.3	SCR + .02	1.02005	1,083,920,893	11,527,492	13,607,102	25,134,594	(834,356)	212,448	70,587	283,035				
2012-13	3,274.3	SCR + .03	1.03005	1,083,920,893	11,633,717	13,642,174	25,275,891	(693,059)	318,673	105,659	424,332				
2012-13	3,274.3	SCR + .04	1.04005	1,083,920,893	11,739,941	13,677,109	25,417,050	(551,900)	424,897	140,594	565,491	1,691,989	0.16610	\$1.19616	
					46.2%	53.8%			75%	25%	100%	Est.			

SCR - State Compression Rate

State Revenue Projection includes:

Foundation School Program	\$12,254,872
Available School Fund	\$1,370,916
Existing Debt Allotment (511)	\$51,320
	\$13,677,108

2012-13 Projected Revenue



15610

Interest & Sinking Tax Rate Calculation

8/7/12

2012 debt payments
less
 2011 excess debt tax collections/EDA = Adjusted 2012 debt
divided by
 2012 anticipated collection rate

Adjusted 2012 debt
divided by
 2012 total taxable values* x \$100 = 2012 debt service rate
less
 2012 captured appraised value in a TIF fund

\$1,801,369	Debt Payment
-\$75,000	less Excess Debt Collections
-\$51,320	EDA
<u>\$1,675,049</u>	
\$1,675,049 / .99 = \$1,691,969	Adjusted 2012 debt
\$1,691,969 / \$1,083,920,893 - 0 TIF * \$100 =	\$0.15610 2012 Debt Service Rate

\$1.04005	M & O Tax Rate
\$0.15610	I & S Tax Rate
<u>\$1.19615</u>	Total Tax Rate

Average Home Value Comparison

Year	Taxable Value		I & S Tax	
2011	\$94,200	(\$94,200 x .0016312)	\$153.66	
2012	\$95,895	(\$95,895 x .0015610)	\$149.69	
			<u>(\$3.97)</u>	Increase/(Decrease)

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET**

8/7/12

BUDGET SUMMARY - GENERAL FUND 199

REVENUE			2011-12 SB-1		2012-13 SB-1		2013-14 SB-1	
	<u>Object</u>	<u>Revenue Source</u>	<u>Estimated Revenue</u>	<u>Percent of Total</u>	<u>Estimated Revenue</u>	<u>Percent of Total</u>	<u>Estimated Revenue</u>	<u>Percent of Total</u>
LOCAL	5711	Taxes - Current Year	\$11,447,235	41.29%	\$11,739,941	43.13%	\$11,739,941	43.13%
	5712	Prior Year Taxes	\$250,000	0.90%	\$250,000	0.92%	\$250,000	0.92%
	5719	Penalty, Interest & Other	\$210,000	0.76%	\$210,000	0.77%	\$210,000	0.77%
	5742	Investment Earnings	\$80,000	0.29%	\$80,000	0.29%	\$80,000	0.29%
	57XX	Athletic Activity & Misc. Local	\$179,700	0.65%	\$207,000	0.76%	\$207,000	0.76%
		Total Local Revenue	\$12,166,935	43.89%	\$12,486,941	45.87%	\$12,486,941	45.87%
STATE	5811	Available School Fund	\$803,249	2.90%	\$1,370,916	5.04%	\$1,370,916	5.04%
	5812	Foundation School Program	\$13,683,457	49.36%	\$12,254,872	45.02%	\$12,254,872	45.02%
	5831	TRS On Behalf	\$1,056,259	3.81%	\$1,046,524	3.84%	\$1,046,524	3.84%
		Total State Revenue	\$15,542,965	56.07%	\$14,672,312	53.90%	\$14,672,312	53.90%
		Decrease in State Revenue			-\$870,653		-\$870,653	
FEDERAL	5929	SHARS	\$0	0.00%	\$50,000	0.23%	\$50,000	0.23%
		MAC	\$12,000	0.04%	\$12,000	0.04%	\$12,000	0.04%
		Total Federal Revenue	\$12,000	0.04%	\$62,000	0.23%	\$62,000	0.23%
		Total Revenue	\$27,721,900	100.00%	\$27,221,253	100.00%	\$27,221,253	100.00%

Release 7

Release 7

EXPENDITURES

	<u>Object</u>	<u>Expenditures for:</u>	<u>Estimated Expenditures</u>	<u>Percent of Total</u>	<u>Estimated Expenditures</u>	<u>Percent of Total</u>	<u>Estimated Expenditures</u>	<u>Percent of Total</u>
	6100	Payroll & Benefits	\$19,576,415	73.42%	\$19,619,113	73.04%	\$19,619,113	73.04%
	6200	Contracted Services	\$3,580,751	13.43%	\$3,677,252	13.69%	\$3,677,252	13.69%
	6300	Supplies & Materials	\$1,686,153	6.32%	\$1,679,278	6.25%	\$1,679,278	6.25%
	6400	Other Operating	\$1,444,504	1.22%	\$1,463,503	1.19%	\$1,463,503	1.19%
	6500	Debt Service	\$325,338	1.22%	\$318,869	1.19%	\$318,869	1.19%
	6600	Capital Outlay	\$50,000	0.19%	\$102,500	0.38%	\$102,500	0.38%
	8900	Other Uses	\$0	0.00%	\$0	0.00%	\$0	0.00%
		Total Expenditures	\$26,663,161	100.00%	\$26,860,515	100.00%	\$26,860,515	100.00%
		Surplus/(Deficit)	\$1,058,739		\$360,738		\$360,738	

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET**

8/7/12

BUDGET SUMMARY - GENERAL FUND 199

REVENUE

			2011-12 SB-1		2012-13 SB-1		2013-14 SB-1		
	<u>Object</u>	<u>Revenue Source</u>	<u>Estimated Revenue</u>	<u>Percent of Total</u>	<u>Estimated Revenue</u>	<u>Percent of Total</u>	<u>Estimated Revenue</u>	<u>Percent of Total</u>	
LOCAL	5711	Taxes - Current Year	\$11,447,235	41.29%	\$11,739,941	43.13%	\$11,739,941	43.13%	
	5712	Prior Year Taxes	\$250,000	0.90%	\$250,000	0.92%	\$250,000	0.92%	
	5719	Penalty, Interest & Other	\$210,000	0.76%	\$210,000	0.77%	\$210,000	0.77%	
	5742	Investment Earnings	\$80,000	0.29%	\$80,000	0.29%	\$80,000	0.29%	
	57XX	Athletic Activity & Misc. Local	\$179,700	0.65%	\$207,000	0.76%	\$207,000	0.76%	
		Total Local Revenue	\$12,166,935	43.89%	\$12,486,941	45.87%	\$12,486,941	45.87%	
STATE	5811	Available School Fund	\$803,249	2.90%	\$1,370,916	5.04%	\$1,370,916	5.04%	<i>Release 7</i>
	5812	Foundation School Program	\$13,683,457	49.36%	\$12,254,872	45.02%	\$12,254,872	45.02%	<i>Release 7</i>
	5831	TRS On Behalf	\$1,056,259	3.81%	\$1,046,524	3.84%	\$1,046,524	3.84%	
		Total State Revenue	\$15,542,965	56.07%	\$14,672,312	53.90%	\$14,672,312	53.90%	
		Decrease in State Revenue			-\$870,653		-\$870,653		
FEDERAL	5929	SHARS	\$0	0.00%	\$50,000	80.65%	\$50,000		
		MAC	\$12,000	0.04%	\$12,000	0.04%	\$12,000	0.04%	
		Total Federal Revenue	\$12,000	0.04%	\$62,000	0.23%	\$62,000	0.23%	
		Total Revenue	\$27,721,900	100.00%	\$27,221,253	100.00%	\$27,221,253	100.00%	

EXPENDITURES

	<u>Object</u>	<u>Expenditures for:</u>	<u>Estimated Expenditures</u>	<u>Percent of Total</u>	<u>Estimated Expenditures</u>	<u>Percent of Total</u>	<u>Estimated Expenditures</u>	<u>Percent of Total</u>
	6100	Payroll & Benefits	\$19,576,415	73.42%	\$19,619,113	73.60%	\$19,619,113	73.60%
	6200	Contracted Services	\$3,580,751	13.43%	\$3,677,252	13.79%	\$3,677,252	13.79%
	6300	Supplies & Materials	\$1,686,153	6.32%	\$1,679,278	6.30%	\$1,679,278	6.30%
	6400	Other Operating	\$1,444,504	1.22%	\$1,463,503	0.44%	\$1,463,503	0.44%
	6500	Debt Service	\$325,338	1.22%	\$116,225	0.44%	\$116,225	0.44%
	6600	Capital Outlay	\$50,000	0.19%	\$102,500	0.38%	\$102,500	0.38%
	8900	Other Uses	\$0	0.00%	\$0	0.00%	\$0	0.00%
		Total Expenditures	\$26,663,161	100.00%	80 \$26,657,871	100.00%	\$26,657,871	100.00%
		Surplus/(Deficit)	\$1,058,739		\$563,382		\$563,382	

dbright:
The M&O Debt Service Payment would decrease from \$318,869 to \$116,225 which is a decrease of \$202,644, if we pay off the Limited Tax Refunding Bonds. (approx. \$875,550)

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET**

8/7/12

BUDGET SUMMARY - GENERAL FUND 199

REVENUE

		2012-13 SB-1		Prior Year SB-1		
	<u>Object</u>	<u>Revenue Source</u>	<u>Estimated Revenue</u>	<u>Percent of Total</u>	<u>Estimated Revenue</u>	<u>Incr./ Decr.</u>
LOCAL	5711	Taxes - Current Year	\$11,739,941	43.13%	\$11,447,235	\$292,706
	5712	Prior Year Taxes	\$250,000	0.92%	\$250,000	\$0
	5719	Penalty, Interest & Other	\$210,000	0.77%	\$210,000	\$0
	5742	Investment Earnings	\$80,000	0.29%	\$80,000	\$0
	5752	Athletic Activity & Misc. Local	\$207,000	0.76%	\$179,700	\$27,300
		Total Local Revenue	\$12,486,941	45.87%	\$12,166,935	\$320,006
STATE	5811	Available School Fund	\$1,370,916	5.04%	\$803,249	\$567,667
	5812	Foundation School Program	\$12,254,872	45.02%	\$13,683,457	-\$1,428,585
	5831	TRS On Behalf	\$1,046,524	3.84%	\$1,056,259	-\$9,735
		Total State Revenue	\$14,572,312	53.90%	\$15,542,965	-\$870,653
FEDERAL	5929	SHARS	\$50,000	80.65%	\$0	\$50,000
		MAC	\$12,000	0.04%	\$12,000	\$0
		Total Federal Revenue	\$62,000	0.23%	\$12,000	\$50,000
		Total Revenue	\$27,221,253	100.00%	\$27,721,900	-\$500,647

Certified Values + \$19,795,067

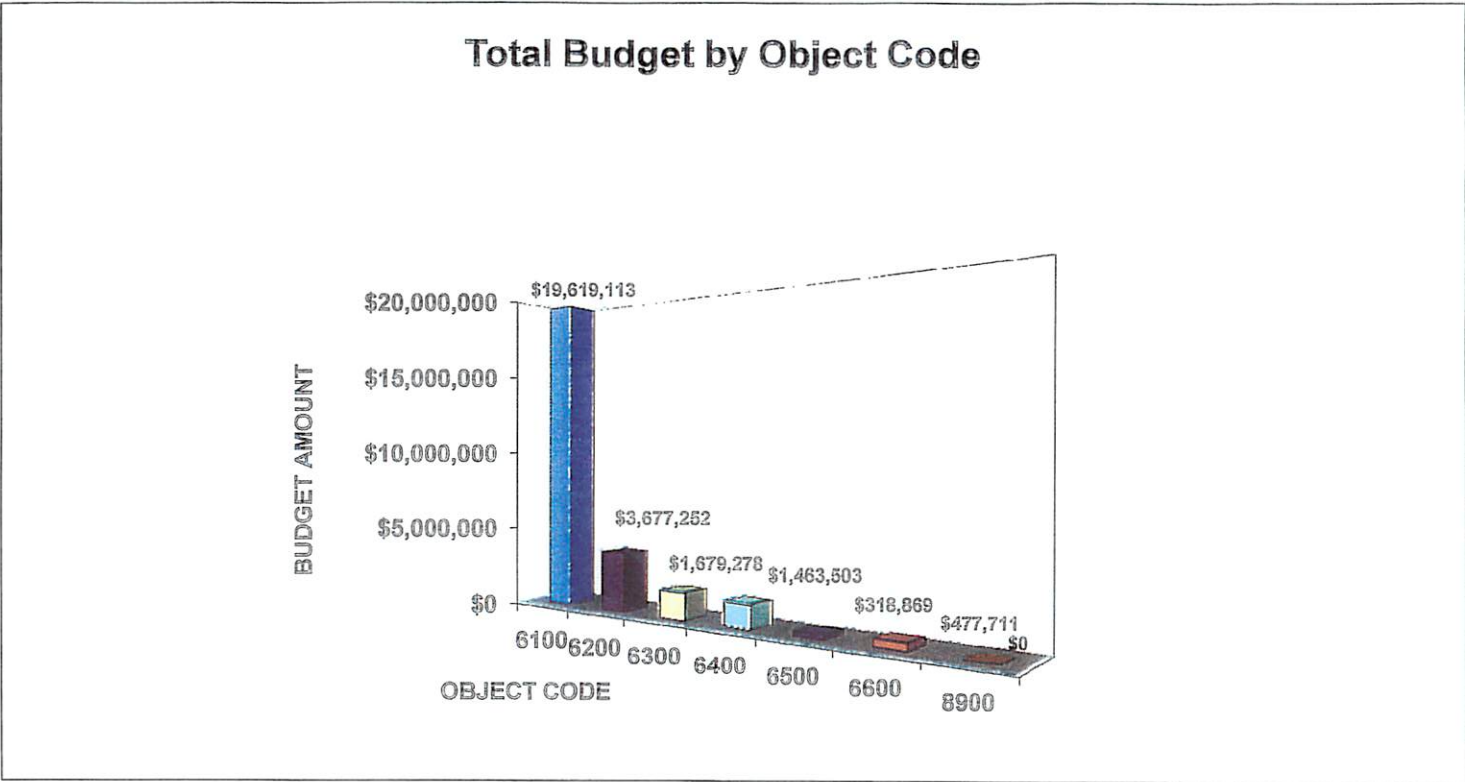
Release 7

EXPENDITURES

<u>Object</u>	<u>Expenditures for:</u>	<u>Estimated Expenditures</u>	<u>Percent of Total</u>		
6100	Payroll & Benefits	\$19,619,113	73.04%	\$19,576,415	\$42,698
6200	Contracted Services	\$3,677,252	13.69%	\$3,580,751	\$96,501
6300	Supplies & Materials	\$1,679,278	6.25%	\$1,686,153	-\$6,875
6400	Other Operating	\$1,463,503	1.19%	\$1,444,504	\$18,999
6500	Debt Service	\$318,869	1.19%	\$325,338	-\$6,469
6600	Capital Outlay	\$102,500	0.38%	\$50,000	\$52,500
8900	Other Uses	\$0	0.00%	\$0	\$0
	Total Expenditures	\$26,860,515	100.00%	\$26,663,161	\$197,354
	Surplus/(Deficit)	\$360,738	81	\$1,058,739	

EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET

8/7/12



<u>BUDGET OBJECT</u>	<u>BUDGET</u>	<u>PERCENT of TOTAL</u>
6100 - PAYROLL	\$19,619,113	72.07%
6200 - PURCHASED & CONTRACTED SVCS	3,677,252	13.51%
6300 - SUPPLIES & MATERIALS	1,679,278	6.17%
6400 - OTHER OPERATING EXPENSE	1,463,503	5.38%
6500 - DEBT SERVICE	318,869	1.17%
6600 - CAPITAL OUTLAY	463,238	1.70%
8900 - Other Uses	0	0.00%
	<u>\$27,221,253</u>	<u>100.00%</u>

dbright:
Includes \$360,738 that is undesignated. Added to 199-51-6629.
(Capital Outlay - Building Purchase, Construction or Improvement.)

* General Fund only

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET**

EXPENDITURES BY FUNCTION

8/7/2012

GENERAL FUND - 199

<u>Function</u>	<u>Function Category</u>	<u>2011-12 Approved</u>	<u>% of Total Budget</u>	<u>2012-13 Proposed</u>	<u>% of Total Budget</u>	<u>Incr/ Decr.</u>	<u>% Change</u>	
11	Instruction	\$14,860,287	49.51%	\$14,799,100	48.21%	-\$61,187	-0.4%	
12	Instructional Resources & Media	\$573,490	1.91%	\$565,087	1.84%	-\$8,403	-1.5%	
13	Curriculum & Staff Development	\$708,746	2.36%	\$775,929	2.53%	\$67,183	9.5%	Salary & Benefits
21	Instructional Administration	\$363,160	1.21%	\$339,111	1.10%	-\$24,049	-6.6%	
23	School Administration	\$1,634,838	5.45%	\$1,675,821	5.46%	\$40,983	2.5%	
31	Guidance-Counseling Services	\$879,718	2.93%	\$933,125	3.04%	\$53,407	6.1%	
33	Health Services	\$182,369	0.61%	\$188,820	0.62%	\$6,451	3.5%	
34	Pupil Transportation	\$758,992	2.53%	\$865,594	2.82%	\$106,602	14.0%	Fuel
35	Food Service	\$34,776	0.12%	\$34,062	0.11%	-\$714	-2.1%	
36	Cocurricular Activities	\$1,035,129	3.45%	\$1,024,778	3.34%	-\$10,351	-1.0%	
41	General Administration	\$1,081,707	3.60%	\$1,093,852	3.56%	\$12,145	1.1%	
51	Plant Maintenance & Operation	\$3,347,757	11.15%	\$3,691,831	12.03%	\$344,074	10.3%	\$360,738 is undesignated
52	Security & Monitoring Services	\$135,250	0.45%	\$135,150	0.44%	-\$100	-0.1%	
53	Data Processing	\$62,920	0.21%	\$64,100	0.21%	\$1,180	1.9%	
61	Community Services	\$97,684	0.33%	\$91,024	0.30%	-\$6,660	-6.8%	
71	Debt Service	\$325,338	1.08%	\$318,869	1.04%	-\$6,469	-2.0%	
81	Capital Projects	\$0	0.00%	\$0	0.00%	\$0	#DIV/0!	
93	Shared Services Arrangements	\$581,000	1.94%	\$625,000	2.04%	\$44,000	7.6%	Moved salary & benefits to co-op.
TOTAL BUDGET FOR FUND 199		\$26,663,161	88.83%	\$27,221,253	88.68%	\$558,092	2.1%	

EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET

EXPENDITURES BY FUNCTION

8/7/2012

NATIONAL SCHOOL BREAKFAST & LUNCH PROGRAM - 240

35	Food Service	\$1,558,112	5.19%	\$1,674,737	5.46%	\$116,625	7.5%	<i>\$54,767 is undesignated.</i>
	TOTAL BUDGET FOR FUND 240	\$1,558,112	5.19%	\$1,674,737	5.46%	\$116,625	7.5%	

DEBT SERVICE - 511

71	Debt Services	\$1,794,369	5.98%	\$1,801,369	5.87%	\$7,000	0.4%	<i>\$126,320 from EDA and Debt Service Fund - FB</i>
	TOTAL BUDGET FOR FUND 511	\$1,794,369	5.98%	\$1,801,369	5.87%	\$7,000	0.4%	

TOTAL EXPENDITURES	\$30,015,642	100.00%	\$30,697,359	100.00%	\$681,717	2.3%
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EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET

EXPENDITURES BY FUNCTION & OBJECT

8/7/12

Proposed 2012-2013 Budget vs 2011-2012 Approved Budget

199 General Fund	2011-12 Approved Budget	2012-13 Proposed Budget	Budget Increase/ Decrease	Percent		
199-11-6100	\$13,282,792	\$13,202,275	-80,517	-0.61%	SALARY & BENEFITS	6100
6200	\$413,080	\$487,855	74,775	18.10%	CONTRACTE SERVICES	6200
6300	\$1,069,404	\$1,005,104	-64,300	-6.01%	SUPPLIES & MATERIALS	6300
6400	\$45,011	\$43,866	-1,145	-2.54%	OTHER OPERATING	6400
6600	\$50,000	\$60,000	10,000	20.00%	CAPITAL OUTLAY	6600
	<u>\$14,860,287</u>	<u>\$14,799,100</u>	<u>-61,187</u>	<u>-0.41%</u>		
199-12-6100	\$461,763	\$445,949	-15,814	-3.42%		
6200	\$36,529	\$39,327	2,798	7.66%		
6300	\$66,747	\$70,668	3,921	5.87%		
6400	\$8,451	\$9,143	692	8.19%		
	<u>\$573,490</u>	<u>\$565,087</u>	<u>-8,403</u>	<u>-1.47%</u>		
199-13-6100	\$552,217	\$607,794	55,577	10.06%		
6200	\$80,300	\$82,750	2,450	3.05%		
6300	\$5,600	\$6,200	600	10.71%		
6400	\$70,629	\$79,185	8,556	12.11%		
	<u>\$708,746</u>	<u>\$775,929</u>	<u>67,183</u>	<u>9.48%</u>		
199-21-6100	\$259,442	\$274,003	14,561	5.61%		
6200	\$75,018	\$32,408	-42,610	-56.80%		
6300	\$18,500	\$21,000	2,500	13.51%		
6400	\$10,200	\$11,700	1,500	14.71%		
	<u>\$363,160</u>	<u>\$339,111</u>	<u>-24,049</u>	<u>-6.62%</u>		
199-23-6100	\$1,561,156	\$1,601,820	40,664	2.60%		
6200	\$16,092	\$15,451	-641	-3.98%		
6300	\$31,151	\$30,000	-1,151	-3.69%		
6400	\$26,439	\$28,550	2,111	7.98%		
	<u>\$1,634,838</u>	<u>\$1,675,821</u>	<u>40,983</u>	<u>2.51%</u>		

EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET

EXPENDITURES BY FUNCTION & OBJECT

8/7/12

Proposed 2012-2013 Budget vs 2011-2012 Approved Budget

199 General Fund	2011-12 Approved Budget	2012-13 Proposed Budget	Increase/ Decrease	Percent
199-31-6100	\$816,792	\$870,144	53,352	6.53%
6200	\$14,000	\$17,000	3,000	21.43%
6300	\$32,951	\$31,306	-1,645	-4.99%
6400	\$15,975	\$14,675	-1,300	-8.14%
	<u>\$879,718</u>	<u>\$933,125</u>	<u>53,407</u>	<u>6.07%</u>
199-33-6100	\$169,569	\$174,770	5,201	3.07%
6200	\$3,900	\$5,050	1,150	29.49%
6300	\$6,400	\$6,500	100	1.56%
6400	\$2,500	\$2,500	0	0.00%
	<u>\$182,369</u>	<u>\$188,820</u>	<u>6,451</u>	<u>3.54%</u>
199-34-6100	\$519,192	\$530,044	10,852	2.09%
6200	\$40,450	\$66,450	26,000	64.28%
6300	\$171,500	\$221,000	49,500	28.86%
6400	\$27,850	\$25,600	-2,250	-8.08%
6600	\$0	\$22,500	22,500	#DIV/0!
	<u>\$758,992</u>	<u>\$865,594</u>	<u>106,602</u>	<u>14.05%</u>
199-35-6100	\$34,776	\$34,062	-714	-2.05%
199-36-6100	\$591,535	\$562,275	-29,260	-4.95%
6200	\$77,700	\$95,924	18,224	23.45%
6300	\$83,600	\$87,000	3,400	4.07%
6400	\$282,294	\$279,579	-2,715	-0.96%
	<u>\$1,035,129</u>	<u>\$1,024,778</u>	<u>-10,351</u>	<u>-1.00%</u>
199-41-6100	\$577,452	\$578,872	1,420	0.25%
6200	\$307,400	\$317,675	10,275	3.34%
6300	\$39,800	\$50,000	10,200	25.63%
6400	\$157,055	\$147,305	-9,750	-6.21%
	<u>\$1,081,707</u>	<u>\$1,093,852</u>	<u>12,145</u>	<u>1.12%</u>

EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET

EXPENDITURES BY FUNCTION & OBJECT

8/7/12

Proposed 2012-2013 Budget vs 2011-2012 Approved Budget

199 General Fund	2011-12 Approved Budget	2012-13 Proposed Budget	Budget Increase/ Decrease	Percent
199-51-6100	\$694,245	\$682,581	-11,664	-1.68%
6200	\$2,318,512	\$2,318,512	0	0.00%
6300	\$158,000	\$148,000	-10,000	-6.33%
6400	\$177,000	\$162,000	-15,000	-8.47%
6600	\$0	\$380,738	380,738	#DIV/0!
	<u>\$3,347,757</u>	<u>\$3,691,831</u>	<u>344,074</u>	<u>10.28%</u>
199-52-6200	\$134,850	\$134,750	-100	-0.07%
6400	\$400	\$400	0	0.00%
	<u>\$135,250</u>	<u>\$135,150</u>	<u>-100</u>	<u>-0.07%</u>
199-53-6200	\$62,920	\$64,100	1,180	1.88%
	<u>\$62,920</u>	<u>\$64,100</u>	<u>1,180</u>	<u>1.88%</u>
199-61-6100	\$55,484	\$54,524	-960	-1.73%
6300	\$2,500	\$2,500	0	0.00%
6400	\$39,700	\$34,000	-5,700	-14.36%
	<u>\$97,684</u>	<u>\$91,024</u>	<u>-6,660</u>	<u>-6.82%</u>
199-71-6500	\$325,338	\$318,869	-6,469	-1.99%
	<u>\$325,338</u>	<u>\$318,869</u>	<u>-6,469</u>	<u>-1.99%</u>
199-81-6200	\$0	\$0	0	#DIV/0!
6600	\$0	\$0	0	#DIV/0!
	<u>\$0</u>	<u>\$0</u>	<u>0</u>	<u>#DIV/0!</u>
199-93-6400	\$581,000	\$625,000	44,000	7.57%
	<u>\$581,000</u>	<u>\$625,000</u>	<u>44,000</u>	<u>7.57%</u>
	<u>\$26,663,161</u>	<u>\$27,221,253</u>	<u>558,092</u>	<u>2.09%</u>

EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET

SUMMARY BY FUND

8/7/12

<u>FUND</u>	<u>PROGRAM DESCRIPTION</u>	<u>ESTIMATED REVENUES</u>	<u>ESTIMATED EXPENDITURES</u>	<u>SURPLUS/ (DEFICIT)</u>
199	General Fund	27,221,253	27,221,253	0
240	Food Service Fund	1,674,737	1,674,737	0
511	Debt Service Fund	1,801,369	1,801,369	0
TOTAL ESTIMATED BUDGET		\$30,697,359	\$30,697,359	\$0

dbright:
Includes \$360,738 that is undesignated.

dbright:
Includes \$54,767 that is undesignated.

dbright:
\$126,320 of the projected revenue for Debt Service will come from EDA and the Debt Service Fund - Fund Balance

EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
PROPOSED BUDGET
(Information Only)

SUMMARY BY FUND

8/7/12

<u>FUND</u>	<u>PROGRAM DESCRIPTION</u>	<u>ESTIMATED REVENUES</u>	<u>ESTIMATED EXPENDITURES</u>	<u>SURPLUS/ DEFICIT</u>
199	General Fund	27,221,253	27,221,253	0
211	ESEA Title I, Part A	750,493	750,493	0
212	ESEA Title I, Part C-Migrant	80,541	80,541	0
240	Food Service Fund	1,674,737	1,674,737	0
244	Vocational Ed. - Basic Grant	36,314	36,314	0
255	ESEA Title II, Part A	159,448	159,448	0
263	Title III, Part A	31,039	31,039	0
270	Title IV, Part B, Subpart 2	0	0	0
313	IDEA - Part B, Formula	916,176	916,176	0
314	IDEA - Part B, Preschool	31,311	31,311	0
386	Deaf Education	104,411	104,411	0
410	State Instructional Materials	328,885	328,885	0
437	Shared Services - Special Ed.	1,320,000	1,320,000	0
459	O/M Consortium	56,700	56,700	0
461	Campus Activity Funds	100,000	100,000	0
479	Family Crisis Fund	95	95	0
511	Debt Service Fund	1,801,369	1,801,369	0
		\$34,612,772	\$34,612,772	\$0

EL CAMPO INDEPENDENT SCHOOL DISTRICT

**ADOPTION OF
PROPOSED
2012-2013 BUDGET**

The El Campo Independent School District proposes for the **2012-2013 school year** the following budget for the General, Food Service, and Debt Service Fund:

REVENUE BUDGET **\$ 30,697,359**

EXPENDITURE BUDGET **\$ 30,697,359**

Accepted and approved by the El Campo Independent School District on August 21, 2012.

Tommy Turner, Board President

David Hodges, Board Secretary

Date

Date

Action Required

Business and Operations	Approval of Ordinance Setting the Maintenance and Operations Tax Rate for FY2012-2013
Summary	<p>According to district LEGAL policy, the Board must call a public meeting to discuss and adopt its budget and proposed tax rate. The Board must provide notice of the budget and proposed tax rate meeting.</p> <p>The budget must be adopted before the adoption of the tax rate for the tax year in which the fiscal year covered by the budget begins.</p> <p>The policy further requires that before the later of September 30 or the 60th day after the date the certified appraisal roll is received, the Board shall adopt a tax rate for the current tax year that reflects the two components, maintenance and operations expenditures and debt service rate. <u>The two components must be approved separately.</u></p> <p>The annual tax rate must be set by ordinance, resolution, or order. The vote on the ordinance, resolution, or order setting the tax rate must be separate from the vote adopting the budget.</p> <p>Throughout the summer the Board has conducted two budget workshops in which the proposed tax rates were discussed, and all legal requirements with regards to the proposed tax rates have been met.</p>
ECISD Board Policy	CCG (LEGAL), LOCAL REVENUE SOURCES: AD VALOREM TAXES
Effective Date	September 1, 2012
Previous Board Action	The Board annually approves by ordinance the M&O tax rate.
Future Action Expected	The Board annually approves by ordinance the M&O tax rate.
Background Information and Significant Issues	The proposed rate for Maintenance and Operations is \$1.04005. This rate has not changed for the past five years.
Fiscal Impact	The average taxable value of a residence in the ECISD is \$95,895. At the published proposed tax rate of \$1.19615 (maintenance tax of \$1.04005 plus debt service tax of \$0.15610) the total taxes on that residence would be \$1,147.05; an

increase of \$13.66 from last year.

Student and Public Benefit	The tax rates proposed will fund a budget that provides taxpayers the most efficient use of their funds and students the best educational experience possible.
Procedural and Reporting Implications	The Ordinance setting the M&O and I&S tax rates will be furnished to the Tax Assessor / Collector for preparation of tax notices.
Public Comments	A Public Hearing was held on the proposed tax rates.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	2012-2013 Tax Levy Ordinance
Contact Person(s)	Mark Pool, Superintendent of Schools David Bright, Assistant Superintendent of Finance and Operations
Action Required	Motion, second and majority vote to approve the ordinance setting the 2012-2013 maintenance and operations tax at \$1.04005.
Superintendent's Recommendation	I recommend that you approve the ordinance setting the M&O tax rate for FY2012-2013 at \$1.04005. Mark Pool, Superintendent of Schools

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
TAX LEVY ORDINANCE**

August 21, 2012

On this date, we, the Board of Trustees of the El Campo Independent School District, hereby levy or set the tax rate on \$100 valuation for the District for the tax year 2012 at a total tax rate of \$1.19615, to be assessed and collected by the duly specified assessor and collected as follows:

\$ 1.04005 for the purpose of maintenance and operation, and

\$ 0.15610 for the purpose of payment of principal and interest on debts.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEARS TAX RATE.

Such taxes are to be assessed and collected by the tax officials designated by the District.

IN CERTIFICATION THEREOF:

Tommy Turner, Board President

Date

David Hodges, Secretary

Date

Action Required

Business and Operations	Approval of Ordinance Setting the Debt Service (Interest & Sinking Fund) Tax Rate for FY2012-2013
Summary	<p>According to district LEGAL policy, the Board must call a public meeting to discuss and adopt its budget and proposed tax rate. The Board must provide notice of the budget and proposed tax rate meeting.</p> <p>The budget must be adopted before the adoption of the tax rate for the tax year in which the fiscal year covered by the budget begins.</p> <p>The policy further requires that before the later of September 30 or the 60th day after the date the certified appraisal roll is received, the Board shall adopt a tax rate for the current tax year that reflects the two components, maintenance and operations expenditures and debt service rate. <u>The two components must be approved separately.</u></p> <p>The annual tax rate must be set by ordinance, resolution, or order. The vote on the ordinance, resolution, or order setting the tax rate must be separate from the vote adopting the budget.</p> <p>Throughout the summer the Board has conducted two budget workshops in which the proposed tax rates were discussed, and all legal requirements with regards to the proposed tax rates have been met.</p>
ECISD Board Policy	CCG (LEGAL), LOCAL REVENUE SOURCES: AD VALOREM TAXES
Effective Date	September 1, 2012
Previous Board Action	The Board annually approves by ordinance the I&S tax rate.
Future Action Expected	The Board annually approves by ordinance the I&S tax rate.
Background Information and Significant Issues	The proposed rate for Debt Service is \$0.15610. This rate is \$0.007 less than last year's I&S rate of \$0.16310.
Fiscal Impact	The average taxable value of a residence in the ECISD is \$95,895. At the published proposed tax rate of \$1.19615 (maintenance tax of \$1.04005 plus debt service tax of \$0.15610) the total taxes on that residence would be \$1,147.05; an

increase of \$13.66 from last year.

Student and Public Benefit	The tax rates proposed will fund a budget that provides taxpayers the most efficient use of their funds and students the best educational experience possible.
Procedural and Reporting Implications	The Ordinance setting the M&O and I&S tax rates will be furnished to the Tax Assessor / Collector for preparation of tax notices.
Public Comments	A Public Hearing was held on the proposed tax rates.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	2012-2013 Tax Levy Ordinance
Contact Person(s)	Mark Pool, Superintendent of Schools David Bright, Assistant Superintendent of Finance and Operations
Action Required	Motion, second and majority vote to approve the ordinance setting the 2012-2013 debt service tax at \$0.15610.
Superintendent's Recommendation	I recommend that you approve the ordinance setting the I&S tax rate for FY2012-2013 at \$0.15610. Mark Pool, Superintendent of Schools

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
2012-2013
TAX LEVY ORDINANCE**

August 21, 2012

On this date, we, the Board of Trustees of the El Campo Independent School District, hereby levy or set the tax rate on \$100 valuation for the District for the tax year 2012 at a total tax rate of \$1.19615, to be assessed and collected by the duly specified assessor and collected as follows:

\$ 1.04005 for the purpose of maintenance and operation, and

\$ 0.15610 for the purpose of payment of principal and interest on debts.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEARS TAX RATE.

Such taxes are to be assessed and collected by the tax officials designated by the District.

IN CERTIFICATION THEREOF:

Tommy Turner, Board President

Date

David Hodges, Secretary

Date

Curriculum and Instruction Monthly Report on Curriculum and Instruction – Review of CSCOPE Instructional Focus Document

Summary An example of an “Instructional Focus Document” for sixth grade science will be reviewed. This is the main CSCOPE document that teachers use when planning their instruction.

Some of the instructional planning information contained in this document includes:

- Suggested duration for lesson;
- Links to CSCOPE exemplar lessons;
- Links to available state resources;
- The student expectations (SEs) that are bundled in the lesson;
- Prior, current, and future learning;
- A section that identifies misconceptions and underdeveloped concepts;
- Performance indicators, concepts, and key understandings for learners;
- Key academic vocabulary;
- The TEKS (Texas Essential Knowledge and Skills) that are to be covered in the unit and the specificity to which the TEK is to be taught; and
- The ELPS (English Language Proficiency Standards) for English Language Learners.

ECISD Board Policy None.

Effective Date August 21, 2012

Previous Board Action Monthly report on curriculum and instruction issues.

Future Action Expected Monthly report on curriculum and instruction issues.

Background Information and Significant Issues Please refer to the attached document.

Fiscal Impact None.

Student and Public Benefit	If we teach the units outlined in these Instructional Focus Documents with fidelity the academic achievement level of our students will improve.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • <i>Instructional Focus Document, Grade 6/Science</i>
Contact Person(s)	Melissa Koop, Assistant Superintendent of Curriculum and Instruction
Action Required	No action required.
Superintendent's Recommendation	<p>This is a discussion item only.</p> <p>Mark Pool, Superintendent of Schools</p>

INSTRUCTIONAL FOCUS DOCUMENT

Grade 6/Science



UNIT: 02 TITLE: Physical Properties of Matter

SUGGESTED DURATION: 17 days

Exemplar Lesson 01: Classifying Metals, Nonmetals, and Metalloids
 Exemplar Lesson 02: Physical Properties of Minerals



State Resources:
 Texas Education Agency - "STAAR Grade 8 Science Reference Materials".
 Retrieved from <http://www.tea.state.tx.us/student.assessment/staar/science/>.

RATIONALE:

This unit bundles SEs that address using physical properties, such as luster, conductivity, malleability, density, hardness, color, streak, cleavage and fracture, and crystal shape to classify matter.

Prior to this unit, students have had many opportunities to explore the concepts of identifying and classifying matter based upon physical properties in Grades 3–5. They have been introduced to the concept of relative density, but have not been introduced to calculating density. They will not be introduced to the concepts of elements or compounds until later in the year. During this unit, students learn to calculate density for regular and irregular objects. Students compare metals, nonmetals, and metalloids using physical properties. The concept of minerals is not addressed in the Earth Science units for this grade; therefore, the focus is on testing the physical properties for classification, not on the minerals themselves. After this unit, students will develop understandings of the concepts of elements and compounds.

Although the periodic table is not taught in Grade 6, the content for this unit is an important foundational piece for students in Grade 8 to enable them to explain how elements are arranged by *properties* in the periodic table (metals, nonmetals, and metalloids) and builds content for Readiness Standard 8.5C. The concept of identifying matter by comparing metals, nonmetals, and metalloids is tested as a STAAR Grade 8 Assessment Supporting Standard under Reporting Category 1: Matter and Energy. There are no TEKS to support this concept in Grade 7. The calculation of density can be used in the next grades, but it is explicitly taught only at Grade 6 and will be tested as a STAAR Grade 8 Assessment Supporting Standard under Reporting Category 1: Matter and Energy. Both a Periodic Table of the Elements and the formula for calculating density are included in the STAAR Grade 8 Science Reference Materials.

According to the American Association for the Advancement of Science (AAAS), in the *Benchmarks for Science Literacy (Project 2061)* [online version], "by the end of 8th grade, students should know that a substance has characteristic properties such as density, a boiling point, and solubility, all of which are independent of the amount of the substance and can be used to identify it."

American Association for the Advancement of Science. (2009). *Benchmarks on-line*. Retrieved October 13, 2009, from <http://www.project2061.org/publications/bsl/online>



MISCONCEPTIONS/UNDERDEVELOPED CONCEPTS:

MISCONCEPTIONS:

- Students may think that all metals are magnetic.
- Students may think metals, nonmetals, and metalloids can only be solids.
- Students may think that any crystal that scratches glass is a diamond.
- Students may think minerals "grow".

PERFORMANCE INDICATORS	CONCEPTS	KEY UNDERSTANDINGS FOR LEARNERS
Compare a sample of a metal, nonmetal, and metalloid	Properties – Physical	Metals and nonmetals have specific properties that can be

INSTRUCTIONAL FOCUS DOCUMENT

Grade 6/Science



UNIT: 02 TITLE: Physical Properties of Matter

SUGGESTED DURATION: 17 days

PERFORMANCE INDICATORS	CONCEPTS	KEY UNDERSTANDINGS FOR LEARNERS
<p>using physical properties including luster, conductivity, malleability, magnetism, ductility, and state of matter. Calculate the density of each sample, and explain, in writing, how the properties of each element relate to its classification as a metal, nonmetal, or metalloid. Display the results in a graphic organizer, such as a three-flap flip book. (6.2A; 6.4A; 6.6A; 6.6B)</p> <p>ELPS 5B, 5G</p>	<p>Constancy – Properties</p> <p>Nature of Science – Critical Thinking</p>	<p>used to determine their identity and classification. Metalloids are substances that may exhibit some properties of both metals and nonmetals. Density of an unknown substance can be calculated to determine the identity of an unknown substance.</p>
<p>Test the physical properties of an unknown mineral. Include the following tests:</p> <ul style="list-style-type: none"> • hardness • color • luster • streak • cleavage and fracture • crystal shape • calculation of density <p>Choose an appropriate graphic organizer to record the results of the above. (6.2D; 6.4A; 6.6B; 6.6C)</p> <p>ELPS 1C, 1E</p>	<p>Properties – Physical</p> <p>Constancy – Properties</p> <p>Nature of Science – Critical Thinking</p>	<p>Minerals have specific properties that can be used to determine their identity and classification. Minerals have characteristic properties, such as density, that are independent of the amount of the sample.</p>

KEY ACADEMIC VOCABULARY SUPPORTING CONCEPTUAL DEVELOPMENT

- **Metals** – substances that have the physical properties of luster, conductivity, malleability, and ductility; may appear in all three states of matter
- **Nonmetals** – substances that have the physical properties of being dull, insulators, and brittle; may appear in all three states of matter
- **Metalloids** – substances that exhibit some properties of metals and nonmetals
- **Density** – a measure of how much matter is in a certain volume of a substance

TEKS# SE#	TEKS	SPECIFICITY
6.2	Scientific Investigation and reasoning. The student uses scientific inquiry methods during laboratory and field investigations. The student is expected to:	
6.2A	Plan and implement comparative and descriptive investigations by making observations, asking well-defined questions, and using appropriate equipment and technology.	Implement INVESTIGATIONS

INSTRUCTIONAL FOCUS DOCUMENT

Grade 6/Science



UNIT : 02 TITLE: Physical Properties of Matter

SUGGESTED DURATION: 17 days

TEKS# SE#	TEKS	SPECIFICITY
6.2C	Collect and record data using the International System of Units (SI) and qualitative means such as labeled drawings, writing, and graphic organizers.	<p>Including, but not limited to:</p> <ul style="list-style-type: none"> • Comparative and descriptive investigations • Making observations • Asking well-defined questions • Using appropriate equipment and technology <p>STAAR Notes:</p> <ul style="list-style-type: none"> • Comparative and descriptive investigations (Texas Education Agency. (2007-2011). Laboratory and Field Investigations – FAQ, August 2010. Retrieved from http://www.tea.state.tx.us/index2.aspx?id=5483) • Comparative investigations involve collecting data on different organisms/objects/features/events, or collecting data under different conditions (e.g., time of year, air temperature, location) to make a comparison. The hypothesis identifies one independent (manipulated) variable and one dependent (responding) variable. A —fair test* can be designed to measure variables so that the relationship between them is determined. • Descriptive investigations involve collecting qualitative and/or quantitative data to draw conclusions about a natural or man-made system (e.g., rock formation, animal behavior, cloud, bicycle, electrical circuit). A descriptive investigation includes a question, but no hypothesis. Observations are recorded, but no comparisons are made and no variables are manipulated. • * A fair test is conducted by making sure that only one factor (variable) is changed at a time, while keeping all other conditions the same. <p>Collect Record DATA</p> <p>Including, but not limited to:</p> <ul style="list-style-type: none"> • Using the international system of units (SI) • Qualitative means • Labeled drawings • Writing • Graphic organizers
6.2D	Construct tables and graphs, using repeated trials and means, to organize data and identify patterns.	<p>Construct TABLES</p> <p>Including, but not limited to:</p> <ul style="list-style-type: none"> • Organize data. • Identify patterns.
6.2E	Analyze data to formulate reasonable explanations, communicate valid conclusions supported by the data, and predict trends.	<p>Analyze DATA</p>

INSTRUCTIONAL FOCUS DOCUMENT

Grade 6/Science



UNIT : 02 TITLE: Physical Properties of Matter

SUGGESTED DURATION: 17 days

TEKS# SE#	TEKS	SPECIFICITY
6.4	Scientific investigation and reasoning. The student knows how to use a variety of tools and safety equipment to conduct science inquiry. The student is expected to:	<p>Including, but not limited to:</p> <ul style="list-style-type: none"> • Formulate reasonable explanations. • Communicate valid conclusions supported by data. • Predict trends. <p>2061 Note: By the end of the 8th grade, students should know that:</p> <ul style="list-style-type: none"> • Even with similar results, scientists may wait until an investigation has been repeated many times before accepting the results as correct. 1AAM1b
6.4A	Use appropriate tools to collect, record, and analyze information, including journals/notebooks, beakers, Petri dishes, meter sticks, graduated cylinders, hot plates, test tubes, triple beam balances, microscopes, thermometers, calculators, computers, timing devices, and other equipment as needed to teach the curriculum.	<p>Use</p> <p>APPROPRIATE TOOLS TO COLLECT, RECORD, AND ANALYZE INFORMATION</p> <p>Including, but not limited to:</p> <ul style="list-style-type: none"> • Journals/(science) notebooks • Graduated cylinders • Triple beam balances • Calculators • Other equipment as needed to teach the curriculum
6.6	Matter and energy. The student knows matter has physical properties that can be used for classification. The student is expected to:	
6.6A	Compare metals, nonmetals, and metalloids using physical properties such as luster, conductivity or malleability. <i>Supporting Standard</i>	<p>Compare</p> <p>METALS, NONMETALS, AND METALLOIDS USING PHYSICAL PROPERTIES</p> <p>Including, but not limited to:</p> <ul style="list-style-type: none"> • Physical properties • Luster • Conductivity • Malleability • Magnetism • Ductility • States of matter • Density <p>STAAR Notes:</p> <ul style="list-style-type: none"> • This is the first time students have been introduced to classifying elements using physical properties. • According to the introductory material for Grade 6, "elements are classified as metals, nonmetals, or metalloids based on their physical properties. The elements are divided into three groups on the periodic table. Each different substance usually has a different density, so density can be used as an identifying property."

INSTRUCTIONAL FOCUS DOCUMENT

Grade 6/Science



UNIT : 02 TITLE: Physical Properties of Matter

SUGGESTED DURATION: 17 days

TEKS# SE#	TEKS	SPECIFICITY
6.6B	Calculate density to identify an unknown substance. <i>Supporting Standard</i>	<p>TCCRS Note: VII. Chemistry – A1 – Know that physical and chemical properties can be used to describe and classify matter. VII. Chemistry – C1 – Know the organization of the periodic table. VII. Chemistry – D1 – Characterize ionic bonds, metallic bonds, and covalent bonds. Describe the properties of metals and ionic and covalent compounds.</p> <p>2061 Note: By the end of the 8th grade, students should know that:</p> <ul style="list-style-type: none"> There are groups of elements that have similar properties, including highly reactive metals, less-reactive metals, highly reactive nonmetals (such as chlorine, fluorine, and oxygen), and some almost completely nonreactive gases (such as helium and neon). 4D/M6a <p>Calculate DENSITY</p> <p>Including, but not limited to:</p> <ul style="list-style-type: none"> Using $D = m/v$, calculate density of objects. Using water displacement, determine the volume of an irregularly shaped object. Using $L \times W \times H$, calculate the volume of a regularly shaped object. <p>STAAR Notes:</p> <ul style="list-style-type: none"> The calculation of density can be used in the next grades, but it is explicitly taught at Grade 6 and will be tested on STAAR. The STAAR Grade 8 Reference Materials include the formula ($D = m/v$) for density as listed above. <p>TCCRS Note: VIII. Physics – A4 – Understand the concept of density.</p> <p>Test</p> <p>PHYSICAL PROPERTIES OF MINERALS</p> <p>Including, but not limited to:</p> <ul style="list-style-type: none"> Hardness Mohs Hardness Scale Color Luster Streak Cleavage and fracture Crystal shape <p>TCCRS Note:</p>
6.6C	Test the physical properties of minerals, including hardness, color, luster, and streak.	<p>Test</p> <p>PHYSICAL PROPERTIES OF MINERALS</p> <p>Including, but not limited to:</p> <ul style="list-style-type: none"> Hardness Mohs Hardness Scale Color Luster Streak Cleavage and fracture Crystal shape <p>TCCRS Note:</p>

INSTRUCTIONAL FOCUS DOCUMENT

Grade 6/Science



UNIT: 02 TITLE: Physical Properties of Matter

SUGGESTED DURATION: 17 days

TEKS# SE#	TEKS	SPECIFICITY
		VII. Chemistry – A1 – Know that physical and chemical properties can be used to describe and classify matter.

TEKS# SE#	TEKS	SPECIFICITY
	Scientific Process TEKS: Choose appropriate scientific processes to support your instruction.	
6.1	<i>Scientific investigation and reasoning. The student, for at least 40% of instructional time, conducts laboratory and field investigations following safety procedures and environmentally appropriate and ethical practices. The student is expected to:</i>	
6.1A	Demonstrate safe practices during laboratory and field investigations as outlined in the Texas Safety Standards.	
6.1B	Practice appropriate use and conservation of resources, including disposal, reuse, or recycling of materials.	
6.2	<i>Scientific investigation and reasoning. The student uses scientific inquiry methods during laboratory and field investigations. The student is expected to:</i>	
6.2A	Plan and implement comparative and descriptive investigations by making observations, asking well-defined questions, and using appropriate equipment and technology.	
6.2B	Design and implement experimental investigations by making observations, asking well-defined questions, formulating testable hypotheses, and using appropriate equipment and technology.	
6.2C	Collect and record data using the International System of Units (SI) and qualitative means such as labeled drawings, writing, and graphic organizers.	
6.2D	Construct tables and graphs, using repeated trials and means, to organize data and identify patterns.	
6.2E	Analyze data to formulate reasonable explanations, communicate valid conclusions supported by the data, and predict trends.	
6.3	<i>Scientific investigation and reasoning. The student uses critical thinking, scientific reasoning, and problem solving to make informed decisions and knows the contributions of relevant scientists. The student is expected to:</i>	
6.3A	In all fields of science, analyze, evaluate, and critique scientific explanations by using empirical evidence, logical reasoning, and experimental and observational testing, including examining all sides of scientific evidence of those scientific explanations, so as to encourage critical thinking by the student.	
6.3B	Use models to represent aspects of the natural world such as a model of Earth's layers.	
6.3C	Identify advantages and limitations of models such as size, scale, properties, and materials.	
6.3D	Relate the impact of research on scientific thought and society, including the history of science and contributions of scientists as related to the content.	
6.4	<i>Scientific investigation and reasoning. The student knows how to use a variety of tools and safety equipment to conduct science inquiry. The student is expected to:</i>	
6.4A	Use appropriate tools to collect, record, and analyze information, including journals/notebooks, beakers, Petri dishes, meter sticks, graduated cylinders, hot plates, test tubes, triple beam balances, microscopes, thermometers, calculators, computers, timing devices, and other equipment as needed to teach the curriculum.	
6.4B	Use preventative safety equipment, including chemical splash goggles, aprons, and gloves, and be prepared to use emergency safety equipment, including an eye/face wash, a fire blanket, and a fire extinguisher.	

The **English Language Proficiency Standards (ELPS)**, as required by 19 Texas Administrative Code, Chapter 74, Subchapter A, §74.4, outline English language proficiency level descriptors and student expectations for English language learners (ELLs). School districts are required to implement ELPS as an integral part of each subject in the required curriculum.

– School districts shall provide instruction in the knowledge and skills of the foundation and enrichment curriculum in a manner that is linguistically accommodated commensurate with the student's levels of English language proficiency to ensure that the student learns the knowledge and skills in the required curriculum.

INSTRUCTIONAL FOCUS DOCUMENT

Grade 6/Science



UNIT: 02 TITLE: Physical Properties of Matter

SUGGESTED DURATION: 17 days

— School districts shall provide content-based instruction including the cross-curricular second language acquisition essential knowledge and skills in subsection (c) of the ELPS in a manner that is linguistically accommodated to help the student acquire English language proficiency.
<http://liter.leva.state.tx.us/rules/fac/chapter074/c074a.htm#74.4>

ELPS#	Subsection C: Cross-curricular second language acquisition essential knowledge and skills.
C(1)	<i>Cross-curricular second language acquisition/learning strategies. The ELL uses language learning strategies to develop an awareness of his or her own learning processes in all content areas. In order for the ELL to meet grade-level learning expectations across the foundation and enrichment curriculum, all instruction delivered in English must be linguistically accommodated (communicated, sequenced, and scaffolded) commensurate with the student's level of English language proficiency. The student is expected to:</i>
1C	Use strategic learning techniques such as concept mapping, drawing, memorizing, comparing, contrasting, and reviewing to acquire basic and grade-level vocabulary.
1E	Internalize new basic and academic language by using and reusing it in meaningful ways in speaking and writing activities that build concept and language attainment.
C(5)	<i>Cross-curricular second language acquisition/writing. The ELL writes in a variety of forms with increasing accuracy to effectively address a specific purpose and audience in all content areas. ELLs may be at the beginning, intermediate, advanced, or advanced high stage of English language acquisition in writing. In order for the ELL to meet grade-level learning expectations across foundation and enrichment curriculum, all instruction delivered in English must be linguistically accommodated (communicated, sequenced, and scaffolded) commensurate with the student's level of English language proficiency. For Kindergarten and Grade 1, certain of these student expectations do not apply until the student has reached the stage of generating original written text using a standard writing system. The student is expected to:</i>
5B	Write using newly acquired basic vocabulary and content-based grade-level vocabulary.
5G	Narrate, describe, and explain with increasing specificity and detail to fulfill content area writing needs as more English is acquired.

Agenda Item Summary Sheet (9 A)
Meeting Date: August 21, 2012
Submitted by: Mark Pool, Superintendent

Action Required

Personnel	Consider approval of probationary contracts for new personnel.
Summary	<p>Recommendations will be presented to fill the following position(s):</p> <ol style="list-style-type: none">1. Middle School Special Education Inclusion to fill vacancy created by pending resignation of Donna Nevlud who is accepting a position closer to her home in Hallettsville. <p>Personnel Recommendation Data Summary Sheets for each candidate are attached, but will not be released to the public until after board action.</p>
ECISD Board Policy	DCA (LEGAL). EMPLOYMENT PRACTICES: PROBATIONARY CONTRACTS
Effective Date	August 21, 2012
Previous Board Action	None.
Future Action Expected	Contract renewals will be considered next March.
Background Information and Significant Issues	A probationary contract employee may be terminated at the end of the contract period if the Board determines that such termination will serve the best interests of the District. The Board shall give the employee notice of its decision to terminate the employment not later than the 45 th day before the last day of instruction required under the contract. The Board's decision to terminate a probationary employee at the end of a contract period is final and may not be appealed.
Fiscal Impact	Salary and Benefits
Student and Public Benefit	We are ethically bound to provide the best instructors possible for the children we serve.
Procedural and Reporting Implications	Probationary contracts will be issued following action by the Board.
Public Comments	None.

Alternatives

None.

Other Comments and Related Issues

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

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

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

Attachments

Personnel Recommendation Data Summary Sheets (not released to public)

Contact Person(s)

Mark Pool, Superintendent of Schools
Mark Freeman, Middle School Principal

Action Required

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

Superintendent's Recommendation

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

Mark Pool, Superintendent of Schools

Action Required

Personnel Consider Approval of Amending Probationary and Term Contracts.

Summary Because of coaching assignments that have been added to teachers who were not initially hired as coaches, we need to amend the contracts of Gabe Villarreal and Robert Nastoupil as follows:

Name	Current Contract	Coaching Assignment	Amended Contract
Gabe Villarreal	Probationary	Assistant Softball Coach, replacing Natalie Kainer	Dual Probationary
Robert Nastoupil	Term	Assistant Track Coach, replacing Tala Allen	Dual Term

All of our coaches are on dual contracts.

ECISD Board Policy DCA (LEGAL). EMPLOYMENT PRACTICES: PROBATIONARY CONTRACTS

Effective Date August 21, 2012

Previous Board Action Gabe Villarreal was offered a probationary contract to teach Special Ed Inclusion, replacing Daphne Gordon.
 Robert Nastoupil was offered a term contract to teach High School Social Studies.

Future Action Expected Contract renewals will be considered next March.

Background Information and Significant Issues All of our coaches are on dual contracts. These two employees were not initially hired to coach, but the resignation of Natalie Kainer created two coaching vacancies.

Fiscal Impact	Salary and Benefits
Student and Public Benefit	We are ethically bound to provide the best instructors possible for the children we serve.
Procedural and Reporting Implications	Revised contracts will be issued following action by the Board.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	<p>In some cases members of the Board may need to abstain from voting on some employees due the nepotism laws. Rules regarding nepotism may be reviewed at ECISD policy DBE (LEGAL). EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: Nepotism</p> <p>The nepotism prohibitions described in this policy shall not apply to the confirmation or appointment of an individual to a position if the individual is employed in the position immediately before the election or appointment of the Trustee to whom the individual is related in a prohibited degree and that prior employment is continuous for at least thirty days if the Trustee is appointed; or six months if the Trustee is elected.</p> <p>If a person continues in a position under this exception, the Trustee who is related to the employee shall not participate in any deliberation or voting on the appointment, reappointment, employment, reemployment, change in status, compensation, or dismissal of the employee, if the action applies only to the employee and is not taken regarding a bona fide class or category of employee.</p>
Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	Motion, second and majority vote to approve administration's recommendations for personnel contract amendments.
Superintendent's Recommendation	<p>I recommend that you approve administration's recommendations for personnel contract amendments.</p> <p>Mark Pool, Superintendent of Schools</p>