

# Agenda of Regular

## The Board of Trustees El Campo Independent School District

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A Regular of the Board of Trustees of El Campo Independent School District will be held October 15, 2013, beginning at 7:00 PM in the Boardroom, 700 W. Norris, El Campo, TX 77437.

The subjects to be discussed are as listed below.

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42. Monthly DAEP Report	
43. Community and Governmental Relations	
A. Legislative Update	

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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 has been posted in accordance with the Texas Open Meetings Act on October 11, 2013 at 2:00 p.m.

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For the Board of Trustees

**Agenda Item Summary Sheet (5 C)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Item***

<b>Business and Operations</b>	Approval of Real Estate Sales Contract and Facilities Use Agreement with El Campo Little League
<b>Summary</b>	<p>Attorneys for El Campo Independent School District, George Grimes, and El Campo Little League, Philip Hundl, have been working for several weeks to negotiate a Real Estate Sales Contract and Facilities Use Agreement for the purchase of the High School Baseball and Softball Complex from the Little League. I provided the Board with copies of the district's latest proposal in an email on September 26<sup>th</sup>, updating you on the status of the project. I requested at the time if there were any question or concerns with either document that you contact me so that I could pass that information on to George Grimes. Since no one contacted me with question or concerns I informed George to proceed with negotiations. (Copies of the documents, which were sent to Philip Hundl for review, are attached.)</p> <p>Philip Hundl replied to George Grimes on October 14<sup>th</sup>. A email with highlights of his latest revisions is attached.</p> <p>Assuming these last few details can be negotiated in time, I would like to present these documents for your consideration at the meeting Tuesday night.</p>
<b>ECISD Board Policy</b>	None.
<b>Effective Date</b>	October 15, 2013
<b>Previous Board Action</b>	On June 18, 2013, the Board voted to enter into a Real Estate Sales Contract and Facilities Use Agreement with the El Campo Little League for the purchase of the High School Baseball and Softball Complex at a price which was not to exceed \$2,386,707.
<b>Future Action Expected</b>	None.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	Not to exceed \$2,386,707
<b>Student and Public Benefit</b>	Having the high school baseball and softball fields as a part of the West Loop Park and El Campo Little League complex will be a benefit to the entire community.

<b>Procedural and Reporting Implications</b>	Filing of the appropriate documents upon execution of the Real Estate Contract and Facilities Use Agreement.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Proposed Real Estate Sales Contract</li> <li>• Proposed Facilities Use Agreement</li> <li>• Comments from Philip Hundl, attorney for El Campo Little League</li> </ul> <p>(These documents are working documents and were not released to the public.)</p>
<b>Contact Person(s)</b>	Mark Pool, Superintendent of School
<b>Action Required</b>	Motion, second and majority vote to approve the proposed Real Estate Sales Contract and Facilities Use Agreement between the El Campo Independent School District and the El Campo Little League for the High School Baseball and Softball Complex.
<b>Superintendent's Recommendation</b>	<p><b>Pending final draft from attorneys.</b> I recommend the Board approve the proposed Real Estate Sales Contract and Facilities Use Agreement between the El Campo Independent School District and the El Campo Little League for the High School Baseball and Softball Complex.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

**Agenda Item Summary Sheet (4 A.2)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Appointment of ECISD Representative to Wharton County Central Appraisal District Board of Directors
<b>Summary</b>	<p>I have received a request from Chief Appraiser, Tylene Gamble, for the Board to appoint the ECISD designated representative to serve on the Central Appraisal District of Wharton County Board of Directors for the two-year term beginning January 1, 2014 and ending on December 31, 2015.</p> <p>Anthony Dorotik has been the ECISD designated representative for a number of years and is currently chairman and the most tenured member of the CAD board.</p>
<b>ECISD Board Policy</b>	CCH (LEGAL) LOCAL REVENUE SOURCES : APPRAISAL DISTRICT
<b>Effective Date</b>	October 15, 2013.
<b>Previous Board Action</b>	Every two years the Board appoints an ECISD designated representative to the Board of Directors of the Central Appraisal District of Wharton County.
<b>Future Action Expected</b>	Every two years the Board appoints an ECISD designated representative to the Board of Directors of the Central Appraisal District of Wharton County.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	The school district and the taxpayers of the district both benefit by having a knowledgeable, open-minded individual to represent the district on the CAD board of directors.
<b>Procedural and Reporting Implications</b>	Notification to the Central Appraisal District of Wharton County who the district's designated representative will be for January 2014 through December 2015.

<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Copy of Letter from Chief Appraiser, Tylene Gamble</li> </ul>
<b>Contact Person(s)</b>	Mark Pool, Superintendent of Schools
<b>Action Required</b>	Motion, second and majority vote to appoint Anthony Dorotik (or another nominated representative) to the Board of Directors of the Central Appraisal District of Wharton County.
<b>Superintendent's Recommendation</b>	<p>I recommend you approve the appointment of Anthony Dorotik as the district's designated representative to the Board of Directors of the Central Appraisal District of Wharton County as part of the consent agenda.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

**Central Appraisal District  
of Wharton County  
308 East Milam Street  
Wharton, Texas 77488  
(979) 532-8931 FAX (979) 532-5691**

September 20, 2013

Mr. Mark Pool  
El Campo ISD  
700 W. Norris St.  
El Campo, TX 77437

**RE: Representative for CAD Board**

Dear Mr. Pool,

At this time we are requesting the name of your designated representative to serve on the Central Appraisal District of Wharton County Board of Directors for the January 1, 2014 - December 31, 2015 term. New directors will be installed at the regular board meeting on January 9, 2014.

If you should have any questions regarding this matter, please contact me.

Sincerely,



Tylene Gamble  
Chief Appraiser

TG:cml

# BOARD OF DIRECTORS

## GENERAL POLICY

### ELIGIBILITY

1. Must be resident and have resided in the district for at least the 2 preceding years
2. Cannot be an employee of a tax unit unless also a member of the governing body or an elected official.
3. Cannot be related to persons who operate for compensation as a tax agent or property tax appraiser in this district.
4. Cannot contract with this district or have a substantial interest in a business that contracts with this appraisal district or its tax units.
5. Cannot be delinquent on property taxes, having known of delinquency for more than sixty (60) days unless the delinquency is current under an installment payment agreement under Section 33.02 or the delinquent taxes are deferred or abated under Section 33.06 or 33.065.
6. Elected County Assessor-Collector must serve in a non-voting capacity, unless allowed to vote by resolution adopted by the board of directors.
7. Cannot engage in the business of appraising property for compensation for use in ARB proceedings or represent property owners during the previous 5 years.

### TERMS

The Board of Directors serve two-year terms beginning on January 1<sup>st</sup> of even numbered years. The county assessor-collector shall follow their term of office.

### SELECTION

Wharton County Appraisal District's taxing units invoke Section 6.031 of the Texas Property Tax Code. The selection process allows for 10 appointed directors; one from the county, 5 school district representatives, 3 city/town representatives, and one representative from county Jr College, along with the non-voting county tax assessor/collector, for a total of 11 members. Commissioner's Court and the governing bodies of Boling ISD, East Bernard ISD, El Camp ISD, Louise ISD, Wharton ISD, City of East Bernard, City of El Campo, City of Wharton and Wharton County Jr. College may appoint a representative. All appointments must meet the eligibility requirements stated above.

### VACANCIES

If a vacancy occurs for any reason, the governing body that had appointed that position will make a new appointment within 60 days of notification. Any appointment must meet the eligibility requirements stated above.

### RECALL

The governing body that made an appointment to a position on the board of directors may initiate recall proceedings on that appointment.

### OFFICERS

The board of directors, at the January meeting of each year, shall select by majority vote, a chairman, vice-chairman and secretary. All members of the board of directors may not receive compensation for service, but are entitled to reimbursement for actual and reasonable expenses incurred in the performance of their duties.

# FUNCTIONS OF THE BOARD OF DIRECTORS

## Wharton County Appraisal District

The Texas Legislature enacted the Tax Code in 1979 and for the first time created countywide appraisal of property for ad valorem taxation. This function was assigned to appraisal districts pursuant to Chapter 6 of the Tax Code.

Governance of the districts was given to a board of directors. The members may not receive compensation for service on the board, but are entitled to reimbursement for actual and necessary expenses. Specific responsibilities for the board of directors are:

- 1) Appointing the chief appraiser
- 2) Contracting with other appraisal offices, taxing units or private firms to perform appraisal functions;
- 3) Adopting annual budgets for the operation of the appraisal district
- 4) Determining a method of financing the annual budget based on cost allocation among taxing units;
- 5) Purchasing or leasing real property, as well as constructing improvements to establish the appraisal district office
- 6) Ensuring preparation of annual audits by certified public accountants;
- 7) Selecting a financial institution to deposit funds through bid solicitations;
- 8) Entering contracts for appraisal functions, all for all expenditures, comply with the competitive bidding requirements established by law;
- 9) Being a necessary party to lawsuits brought by property owners concerning appraisals;
- 10) Approving the appointment of the Agricultural Advisory Board
- 11) Appointing the members of the Appraisal Review Board and increasing the size of said board's membership when necessary;
- 12) Develop a biennial written reappraisal plan for the district's appraisal activities, adopting by September 15<sup>th</sup>, of even numbered years at a published public hearing.
- 13) Administering the district office in any other manner required by law.

**The board of directors has no responsibility for setting tax rates, appraising property, adjusting appraisals, granting or denying exemptions, or any other matter directly affecting the value of property.**

**Effective September 2007, Section 6.15, Property Tax Code.**

**It is a criminal offense for a member of the board of directors to directly or indirectly communicate with the chief appraiser on any matter relating to the appraisal of property, except in open session with an agenda item.**

## MEETINGS

All meetings shall be held in the Board Room of the Wharton County Appraisal District located at 308 East Milam in Wharton. All meetings conform to Texas Open Meeting Act.

Regular meetings are generally held on the second Thursday, of odd numbered months, at 7:00 pm. Special or emergency meetings may be called by the Chairman or a majority of board members. The time and location of all meetings is subject to change at the call of the chairman.

Notice of meetings shall be posted as required by law, with the Wharton County Clerk, Courthouse Annex. A majority of the members shall constitute a quorum. A majority being 6 of the 11 board members.

Meetings shall conform to Robert's Rules of Order Revised, unless otherwise directed by board policy.

An agenda packet containing the agenda, minutes of previous meeting, financial standing and a list of bills payable shall be prepared and mailed/delivered to each board member prior to the meeting. Agendas and previous meeting minutes will be sent to all tax units served by this appraisal district.

No business shall be transacted except that for which an agenda has been duly posted.

As conditions warrant, and in conformity with the exceptions set out in the Open Meetings Act, the Board may recess to an Executive Session, which shall be open to individuals specified by the board. An Executive Session may be called by the board chairman.

The official minutes shall be held by the Chief Appraiser or designated personnel.

**Agenda Item Summary Sheet (4 A.1)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Remove from Table Agenda Items from the September 17, 2013 Regular Meeting  A. Minutes of Previous Meetings B. Attendance Committee Membership
<b>Summary</b>	At the Regular Meeting on Tuesday, September 17, 2013, the Board tabled Agenda Items 4.A.1 and 4.A.2 – Minutes of Previous Meetings and Attendance Committee Members. To bring those items back before the Board for consideration they must be “removed from the table” (a parliamentary procedure).
<b>ECISD Board Policy</b>	BE (LOCAL), BOARD MEETINGS
<b>Effective Date</b>	October 15, 2013.
<b>Previous Board Action</b>	The Board tabled Agenda Items 4.A.1 – Minutes of Previous Meetings, and 4.A.2 – Attendance Committee Members, at the last regular meeting.
<b>Future Action Expected</b>	None.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	All board meetings are governed by Roberts Rules of Order.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.

**Other Comments and Related Issues**

None.

**Attachments**

None.

**Contact Person(s)**

Mark Pool, Superintendent of Schools

**Action Required**

Motion, second and majority vote to remove from the table Agenda Items 4.A.1 and 4.A.2 that were tabled at the regular meeting on September 17, 2013, and bring them back before the Board for consideration.

**Superintendent's Recommendation**

I recommend you remove from the table Agenda Items 4.A.1 and 4.A.2 that were tabled at the regular meeting on September 17, 2013, and bring them back before the Board for consideration.

**Mark Pool, Superintendent of Schools**

**Agenda Item Summary Sheet (4 A.2)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Minutes of Previous Meetings  A. August 27, 2013 – Public Hearing on Proposed Budget and Tax Rates B. August 27, 2013 – Regular Meeting C. September 10, 2013 – Special Meeting for Curriculum and Instruction Workshop
<b>Summary</b>	According to policy BE (LOCAL), BOARD MEETINGS, MINUTES, board action shall be carefully recorded by the secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.
<b>ECISD Board Policy</b>	BE (LOCAL), BOARD MEETINGS
<b>Effective Date</b>	October 15, 2013.
<b>Previous Board Action</b>	The Board approves minutes at each regular monthly meeting.
<b>Future Action Expected</b>	The Board approves minutes at each regular monthly meeting.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	An accurate record of all discussions and actions by the Board of Trustees is maintained.
<b>Procedural and Reporting Implications</b>	After approval minutes are filed with the official records of the District.
<b>Public Comments</b>	None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	Minutes of regular and special meetings held on the following dates: <ol style="list-style-type: none"><li>1. Special Meeting – August 27, 2013 at 6:45 p.m.</li><li>2. Regular Meeting – August 27, 2013 at 7:00 p.m.</li><li>3. Special Meeting – September 10, 2013 at 7:00 p.m.</li></ol>
<b>Contact Person(s)</b>	Dianne Cerny, Executive Secretary
<b>Action Required</b>	Motion, second and majority vote to approve the minutes.
<b>Superintendent's Recommendation</b>	I recommend you approve the minutes of previous meetings as part of the Consent Agenda. <b>Mark Pool, Superintendent of Schools</b>

**MINUTES OF THE BOARD OF TRUSTEES  
EL CAMPO INDEPENDENT SCHOOL DISTRICT  
August 27, 2013**

The Board of Trustees of the El Campo Independent School District met in a Special Session August 27, 2013 in the Board Room, 700 West Norris, El Campo, Texas.

**MEMBERS PRESENT:** Tommy Turner, Ralph Novosad, David Hodges, Cecil Davis, James Russell, Cecil Davis, Tim Supak

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mark Pool, Carolyn Gordon, Kelly Waters, David Bright

Board President Tommy Turner called the meeting to order at 6:45 p.m. There was a quorum present.

***PUBLIC HEARING***

**THE BOARD WILL CONDUCT A BUDGET PUBLIC HEARING ON THE PROPOSED BUDGET AND TAX RATES:**

The Board held a Budget Workshop to review the proposed General Operating Budget for FY2013-2014.

There being no further discussion, the meeting adjourned at 6:48 p.m.

DRAFT

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PRESIDENT

\_\_\_\_\_  
SECRETARY

**MINUTES OF THE BOARD OF TRUSTEES  
EL CAMPO INDEPENDENT SCHOOL DISTRICT  
August 27, 2013**

The Board of Trustees of the El Campo Independent School District met in a Regular Session August 27, 2013 at the El Campo Independent School District Administration Office, 700 W Norris Street, El Campo, Texas.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mark Pool, David Bright, Kelly Waters, Mauri Treybig, V. Rod, Katrese Skinner, Liz Graves, Molli Bodungen, Carl Woodworth, Stanley Petrisky, Betty Vick, Heather manst, Dollie Coleman, Melinda Engelmahr, Cheyenne Baise, Stephanie Page, Susan Cerny, Mindy Merta, Stephanie Vallet, Shawna Wied, Mark Freeman, Elizabeth Tupa, Julie Cox, Kassie Cerny, Ashley Schmidt, Sarah Edew, Kalie Prihoda, Jessica Terrazas, Doug Babcock, Casey Shelley, Kristi Shelley, Turk Krenek, Terese Faas

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

**PUBLIC COMMENT:** No public comment

**RECOGNITION:** Former Trustee – Kristi David: Mr. Pool recognized former trustee Kristi David with a plaque and thanked her for her service on the Board.

Introduction of New Teachers: Campus Principals introduced new teachers for the 2013 – 2014 school year.

The Board took a recess at 7:12 p.m. and reconvened at 7:20 p.m.

**CONSENT AGENDA:** A motion was made by Ralph Novosad and seconded by David Hodges to approve the consent agenda with exception of 4B1: Consider Approval of Final Budget Amendment for FY2012-2013.

- A. Governance
  - 1. Consider Approval of the Minutes
    - a. July 16, 2013 – Regular Meeting
    - b. August 13, 2013 – Special Meeting for Budget and Facilities Workshop
- B. Business and Support Service
  - 1. Consider Approval of Vendors List for 2013-2014
  - 2. Consider Approval of Interlocal Agreements with Purchasing Cooperatives
  - 3. Consider Approval of Resolution to Commit Fund Balance
  - 4. Consider Forma Approval of Bid Proposal for ricebird Stadium Public Address System
  - 5. Review of Monthly Financial Reports
  - 6. Review of Checks Written for the Month of July, 2013

- C. Personnel
  - 1. Consider Approval of PDAS Calendar for 2013-2014
  - 2. Consider Approval of PDAS Appraisers for 2013 – 2014
- D. Curriculum and Instruction
- E. Students
  - 1. Consider Approval of 2013 – 2014 Student Code of Conduct

Motion carried unanimously.

4.B.1: Consider Approval of Final Budget Amendment for FY2012 – 2013: A motion was made by Ralph Novosad and seconded by J. J. Croix. Motion carried unanimously.

***BUSINESS AND OPERATIONS***

**CONSIDER APPROVAL OF GENERAL OPERATING BUDGET FOR FY2013 - 2014:** A motion was made by Ralph Novosad and seconded by Timothy Supak to approve the amended General Operating Budget for FY2013 – 2014. Motion carried unanimously.

**REVIEW SPECIAL REVENUE BUDGETS FOR FY2013:** The Board reviewed Special Revenue Budgets for the FY2013.

**CONSIDER APPROVAL OF ORDINANCES SETTING TAX RATES FOR FY2013 – 2014:** A motion was made by J. J. Croix and seconded by Cecil Davis to set the Maintenance & Operation Tax Rate at 1.04005. Motion carried unanimously. A motion was made by J. J. Croix and seconded by Cecil Davis to set the Interest & Sinking Tax Rate at .15564. Motion carried unanimously.

**CONSIDER APPROVAL OF BID PROPOSAL FOR SECURITY CAMERAS:** A motion was made by James Russell and seconded by Cecil Davis to approve the bid proposal as presented for security cameras. Motion carried unanimously.

**CONSIDER APPROVAL OF BID PROPOSAL FOR ENHANCED WIRELESS CONNECTIVITY:** A motion was made by James Russell and seconded by Cecil Davis to approve the bid proposal for enhanced wireless connectivity. Motion carried unanimously.

**CONSIDER APPROVAL OF INTERLOCAL AGREEMENT TO PARTICIPATE IN THE TEXBUY PURCHASING COOPERATIVE THROUGH THE REGION 16 EDUCATION SERVICE CENTER:** A motion was made by Ralph Novosad and seconded by David Hodges to approve the Interlocal Agreement to participate in the TexBuy Purchasing Cooperative through the Region 16 Education Service Center. Motion carried unanimously.

**CONSIDER AND ADOPT AN ORDER AUTHORIZING THE ISSUANCE OF EL CAMPO INDEPENDENT SCHOOL DISTRICT UNLIMITED TAX REFUNDING BONDS, SERIES 2013; AUTHORIZE A PRICING OFFICER TO APPROVE THE AMOUNT, INTEREST RATES, PRICE AND TERMS THEREOF; AND CERTAIN OTHER PROCEDURES AND PROVISIONS RELATED THERETO:** A motion was made by J. J. Croix and seconded by David Hodges to adopt an order authorizing the issuance of El Campo Independent School District Unlimited Tax Refunding Bonds, Series 2013; and to authorize a pricing officer to approve the amount,

interest rates, price and terms thereof; and certain other procedures and provisions related thereto. Motion carried unanimously.

### ***CURRICULUM AND INSTRUCTION***

#### **REVIEW PERFORMANCE OF ECISD STUDENTS ON 2013 STATE ASSESSMENTS COMPARED TO STATE**

**COHORTS**: Mr. Pool and the Board reviewed performance of El Campo Independent School students on 2013 state assessments and compared with state cohorts.

#### **REVIEW REPORT COMPARING STATE AND LOCAL GAPS BETWEEN ECONOMICALLY AND NON-ECONOMICALLY DISADVANTAGED STUDENTS ON STATE ASSESSMENTS**

Mr. Pool and the Board reviewed a report comparing state and local gaps between economically and non-economically disadvantaged students on state assessments.

**CONFIRM DATE, TIME AND DISCUSSION TOPICS FOR CURRICULUM WORKSHOP**: The Board will meet on September 10, 2013 at 6:00 p.m.

### ***GOVERNANCE***

#### **CONSIDER APPROVAL OF "COMPETITIVE SEALED PROPOSALS" AS THE CONSTRUCTION DELIVERY METHOD FOR THE MYATT AND NORTHSIDE SECURITY ENTRANCES AND NORTHSIDE CANOPY SYSTEM**

**PROJECT**: A motion was made by Ralph Novosad and seconded by James Russell to approve the "Competitive Sealed Proposals" as the Construction Delivery Method for the Myatt and Northside security entrances and Northside Canopy System Project. Motion carried unanimously.

#### **REVIEW AND REVISE WEIGHTED SELECTION CRITERIA FOR EVALUATING COMPETITIVE SEALED**

**PROPOSALS**: A motion was made by James Russell and seconded by Timothy Supak to revise weighted selection criteria for evaluations competitive sealed proposals. Motion carried unanimously.

**CONSIDER APPROVAL OF THE PREVAILING WAGE RATE FOR EL CAMPO, WHARTON COUNTY AREA**: A motion was made by James Russell and seconded by David Hodges to approve the Prevailing Wage Rate for El Campo, Wharton County area. Motion carried unanimously.

#### **DISCUSS APPOINTMENT OF COMMUNITY FACILITIES ADVISORY COMMITTEE AND THE CHARGE TO THE**

**COMMITTEE**: The Board discussed the appointment of a Community Facilities Advisory Committee and the Charge to the Committee.

### ***CLOSED SESSION***

**EXECUTIVE SESSION**: The president of the Board called for an Executive Session as authorized by 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; The Board entered Executive Session at 10:12 p.m. and reconvened in open session at 10:31 p.m. to take the following action:

No action taken.

**PERSONNEL**

**REVIEW REPORT ON RECRUITMENT AND SELECTION OF PERSONNEL FOR 2013 - 2014:** The Board reviewed a report on recruitment and selection of personnel for 2013 – 2014.

**REVIEW REPORT ON NUMBER OF TEACHERS TEACHING OUTSIDE CERTIFICATION AREA:** The Board reviewed a report on the teachers teaching outside certification area.

**REVIEW REPORT ON PERSONNEL EXIT INTERVIEWS FOR 2012 - 2013:** The Board reviewed a report on personnel exit interviews for 2012 - 2013.

**REVIEW REPORT ON PROFESSIONAL PERSONNEL CHANGES FOR 2013 - 2014:** The Board reviewed a report on recruitment and selection of personnel for 2013 – 2014.

***SUPERINTENDENT’S REPORT***

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

There being no further discussion, the meeting adjourned at 10:05 p.m.

DRAFT

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PRESIDENT

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SECRETARY

**MINUTES OF THE BOARD OF TRUSTEES  
EL CAMPO INDEPENDENT SCHOOL DISTRICT  
September 10, 2013**

The Board of Trustees of the El Campo Independent School District met in a Special Session September 10, 2013 in the Board Room, 700 West Norris, El Campo, Texas.

**MEMBERS PRESENT:** Tommy Turner, Ralph Novosad, David Hodges, Cecil Davis, James Russell, Cecil Davis, Tim Supak

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mark Pool, David Bright, Carolyn Gordon, Kelly Waters, Rich DuBroc, Mark Freeman, Mollie Bodungen, Mauri Couey, Liz Graves

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

***WORKSHOP***

**THE BOARD WILL CONDUCT A BUDGET A CURRICULUM AND INSTRUCTION WORKSHOP:** The Board held a Curriculum and Instruction Workshop.

There being no further discussion, the meeting adjourned at 7:00 p.m.

DRAFT

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
SECRETARY

**Agenda Item Summary Sheet (4 A.2.b)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Consent Agenda: Personnel** Approval of 2013-2014 Attendance Review Committees

**Summary**

According to LOCAL policy the Board is to establish an attendance committee or as many committees as necessary for the efficient implementation of *Education Code § 25,092*, which states that a student must not be given credit for a class unless the student is in attendance for at least 90 percent of the days the class is offered.

This section of the *Education Code* further states that the board of trustees of each school district shall appoint one or more attendance committees to hear petitions for class credit by students who are in attendance fewer than the number of days required.

LOCAL policy further states that the Superintendent or designee shall make the specific appointments in accordance with legal requirements. The committee must consist of ten members with no fewer than four to make a quorum. Committee members are to serve for one school year.

LEGAL policy requires that classroom teachers must comprise a majority of the attendance committee.

**ECISD Board Policy**

FEC (LOCAL), ATTENDANCE: ATTENDANCE FOR CREDIT

**Effective Date**

October 15, 2013

**Previous Board Action**

The Board should annually approve the members of the Attendance Committees as appointed by the Superintendent.

**Future Action Expected**

The Board should annually approve the members of the Attendance Committees as appointed by the Superintendent.

**Background Information and Significant Issues**

A student and the student's parent or guardian shall be given written notice prior to and at such time when the student's attendance in any class drops below 90 percent of the days the class is offered (typically 18 days absent for the year). At that point the student loses credit for non-attendance.

When a student's attendance drops below 90 percent but remains at least at 75 percent of the days the class is offered, the student may regain credit for the class by completing a plan approved by the campus principal. If the student fails to successfully complete the plan, or the student's attendance drops below 75 percent, the student, parent, or representative may request award of credit by submitting a written petition with

supporting documentation to the appropriate attendance committee. (The committee may review the records of all student whose attendance drops below 90 percent of the days the class is offered, whether a petition is file or not.) Campus principals may review the documentation to verify extenuating circumstances and may recommend to the attendance committee that documented absences are excused,

The attendance committee then shall review the student's entire attendance records and the reasons for absences and shall determine whether or not to award credit.

<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	Students who lose credit for a class because they failed to attend class at least 75 percent of the time the class is offered have the opportunity to petition the Attendance Committee for credit.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	<p>Students who have lost credit because of excessive absences may regain credit by fulfilling the requirements established by the attendance committee.</p> <p>The policy contains guidelines on extenuating circumstances, documentation, and imposing conditions for awarding credit. The policy also provides for an appeals process to the committee's decision.</p>
<b>Attachments</b>	List of recommended Attendance Committee members from each campus.
<b>Contact Person(s)</b>	Campus Principals
<b>Action Required</b>	Motion, second and majority vote to approve the members of the 2013-2014 Attendance Review Committees.
<b>Superintendent's Recommendation</b>	<p>I recommend that you approve the membership of the 2013-2014 Attendance Review Committees as a part of the consent agenda.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

## **Myatt Elementary Attendance Committee**

**2013-2014**

Gretchen Seymour - Kindergarten Teacher

Katie Cox - Kindergarten Teacher

Holly Cranek - First Grade Teacher

Hanni Mican - First Grade Teacher

Maria Delgado - Pre-Kindergarten Teacher

Fran Kyle - PPCD Teacher

Lura Faye Motley - Counselor

Liz Graves - Principal

Deborah Capak - Asst. Principal

Sabrina Hensley - PEIMS Clerk

## **Hutchins Elementary Attendance Committee**

**2013-2014**

Mauri Couey - Principal

Laura Pustejovsky - Assistant Principal

Elaine Rawlings - Counselor

Veronica Richards - Nurse

Christina Gonzales - Teacher

Peggy Goetsch - Teacher

Rhonda Martinka - Teacher

Laura Prihoda - Teacher

Clara Cunningham - Teacher

Kelli Jones - Teacher

Neta Ripple Teacher

## **Northside Elementary Attendance Committee**

**2013-2014**

Suzanne Brandl - Fifth Grade Teacher

Susan Kresta - Fifth Grade Teacher

Jennifer Savino - Fifth Grade Teacher

Rachel Ondrias - Fourth Grade Teacher

Cherie Bram - Fourth Grade Teacher

Emily Bush - Fourth Grade Teacher

LaShelle Hlavaty - Fourth Grade Teacher

Lileette Ilse - Special Area Teacher

Donna Korenek - PEIMS Clerk

Kyle Poenitzsch - Assistant Principal

## **Middle School Attendance Committee**

**2013-2014**

Summer Dorotik - Instructional Coach / Teacher

Tammy DuBroc - Instructional Coach / Teacher

Jana Fernandez - Instructional Coach / Teacher

Brenda Tomanek - Instructional Coach / Teacher

Brady Peterson - Teacher

Kathy Smith - Teacher

LaWanda Mikulenska - Counselor

Susan Stockton - Counselor

Cindy Witcher - Counselor

Jerrell Barron - Assistant Principal

Alicia Sary - Assistant Principal

Mark Freeman - Principal

## High School Attendance Committee

2013-2014

Todd Fuechec - Assistant Principal

Rodney Montello - Assistant Principal

Robin Crowell - Counselor

Lisa Gillis - Counselor

Sara Kahla - Counselor

Tasha Krennek - Teacher

Kim Couvillion - Teacher

Stephanie Jensen - Instructional Coach / Teacher

B.J. Swenson - Instructional Coach / Teacher

Anna Zahn - Teacher

Diane Wallace - Teacher

**Agenda Item Summary Sheet (4 A.3)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Minutes of Previous Meetings  A. September 17, 2013 – Regular Meeting B. October 7, 2013 – Special Meeting for Joint Workshop with City of El Campo City Council
<b>Summary</b>	According to policy BE (LOCAL), BOARD MEETINGS, MINUTES, board action shall be carefully recorded by the secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.
<b>ECISD Board Policy</b>	BE (LOCAL), BOARD MEETINGS
<b>Effective Date</b>	October 15, 2013.
<b>Previous Board Action</b>	The Board approves minutes at each regular monthly meeting.
<b>Future Action Expected</b>	The Board approves minutes at each regular monthly meeting.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	An accurate record of all discussions and actions by the Board of Trustees is maintained.
<b>Procedural and Reporting Implications</b>	After approval minutes are filed with the official records of the District.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.

**Other Comments and Related Issues**

None.

**Attachments**

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

1. Regular Meeting – September 17, 2013 at 7:00 p.m.
2. Special Meeting – October 7, 2013 at 7:00 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**

**MINUTES OF THE BOARD OF TRUSTEES  
EL CAMPO INDEPENDENT SCHOOL DISTRICT  
September 17, 2013**

The Board of Trustees of the El Campo Independent School District met in a Regular Session September 17, 2013 at the El Campo Independent School District Administration Office, 700 W Norris Street, El Campo, Texas.

**MEMBERS PRESENT:** Tommy Turner, Ralph Novosad, David Hodges, Cecil Davis, James Russell, Timothy Supak  
Ralph Novosad arrived at 7:05 p.m.

**MEMBERS ABSENT:** J. J. Croix

**OTHERS PRESENT:** Mark Pool, David Bright, Kelly Waters, Carl Woodworth, Brett D. Schoppe, Ashley R. Schmidt, Mauri Treybig, Mollie Bodungen, Matthew Zahn, Molly Kresta, Fran Kyle, Anna Zahn, Terese Faas, Matthew Graff, David Rose, Danielle Valenta, Scott Valenta, Wendy Valenta, Liz Graves

Board President Tommy Turner called the meeting to order at 7:03 p.m. James Russell gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

**PUBLIC COMMENT:** No public comment

**RECOGNITION:** No recognition

**CONSENT AGENDA:** A motion was made by James Russell and seconded by Timothy Supak to table Item 4.1.a and Item 4.1.b. Motion carried 6 – 0 with Trustees Tommy Turner, Cecil Davis, David Hodges, Ralph Novosad, James Russell and Tim Supak in favor and Trustee J. J. Croix being absent. A motion was made by James Russell and seconded by Timothy Supak to approve the remainder of the Consent Agenda.

Governance

1. Consider Approval of the Minutes
  - a. September 10, 2013 – Special Meeting for Curriculum and Instruction Workshop
  - b. August 27, 2013 – Regular Meeting
- B. Business and Support Service
  1. Consider Formally Rejecting All Bids for Asphalt Seal Coat and Repair
  2. Review of FIRST Accountability Criteria
  3. Consider Approval of Budget Amendments
  4. Review of Monthly Financial Reports
  5. Review of Quarterly Investment Reports
  6. Review of Annual Portfolio Report
  7. Review of Checks Written for the Month of August, 2013
- C. Personnel
  1. Consider Approval of Adjunct Faculty Members
- D. Curriculum and Instruction

E. Students

Motion carried 6 – 0 with Trustees Tommy Turner, Cecil Davis, David Hodges, Ralph Novosad, James Russell and Tim Supak in favor and Trustee J. J. Croix being absent.

***BUSINESS AND OPERATIONS***

**REVIEW OF DISTRICT GOALS AND PERFORMANCE OBJECTIVES:** The Board reviewed Special Revenue Budgets for the FY2013.

**REVIEW OF CAMPUS GOALS AND PERFORMANCE OBJECTIVES:** The Board reviewed Campus Goals and Performance Objectives.

**REPORT BY GRADE LEVEL ON LIMITED ENGLISH PROFICIENCY STUDENTS WHO EXITED BILINGUAL OR ENGLISH AS A SECOND LANGUAGE PROGRAM IN 2012 – 2013:** The Board reviewed a report by grade level on Limited English Proficiency students who exited Bilingual or English as a Second Language program in 2012 – 2013.

**REPORT ON NUMBER OF STUDENTS ENROLLED IN CATE PROGRAM, NUMBER OF CERTIFICATION TESTS TAKEN, AND CERTIFICATIONS AWARDED FOR EACH PROGRAM THAT OFFERS A CERTIFICATION:** The Board reviewed a report on the number of students enrolled in the CATE Program, the number of certification tests, taken and the number of certifications awarded for each program that offers a certification.

***CURRICULUM AND INSTRUCTION***

**REVIEW PERFORMANCE OF ECISD STUDENTS ON 2013 STATE ASSESSMENTS COMPARED TO STATE COHORTS:** Mr. Pool and the Board reviewed performance of El Campo Independent School students on 2013 state assessments and compared with state cohorts.

**REVIEW REPORT COMPARING STATE AND LOCAL GAPS BETWEEN ECONOMICALLY AND NON-ECONOMICALLY DISADVANTAGED STUDENTS ON STATE ASSESSMENTS:** Mr. Pool and the Board reviewed a report comparing state and local gaps between economically and non-economically disadvantaged students on state assessments.

**CONFIRM DATE, TIME AND DISCUSSION TOPICS FOR CURRICULUM WORKSHOP:** The Board will meet on September 10, 2013 at 6:00 p.m.

***GOVERNANCE***

**DISCUSS TEAM OF EIGHT TRAINING:** The Board discussed possible dates for the Team of Eight Training.

***CLOSED SESSION***

There was no closed session.

***PERSONNEL***

***SUPERINTENDENT'S REPORT***

- A. Governance
  - 1. Preliminary Agenda for October 15, 2013
  - 2. October Activity Calendar
  - 3. Superintendent Annual Travel Plans
  - 4. District and Campus Site-Based Committee Membership
- B. Business and Support Services
- C. Personnel
  - 1. Annual Staffing Report for Beginning of School
- D. Curriculum and Instruction
  - 1. Administrative Effectiveness and Efficiency Report for Curriculum and Instruction Department
- E. Students
  - 1. Report on Beginning of School Enrollment
  - 2. Monthly DAEP Report
  - 3. Monthly SRO Report
- F. Community and Governmental Relations
- G. Legislative Update

There being no further discussion, the meeting adjourned at 8:24 p.m.

DRAFT

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PRESIDENT

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SECRETARY

**MINUTES OF THE BOARD OF TRUSTEES  
EL CAMPO INDEPENDENT SCHOOL DISTRICT  
October 7, 2013**

The Board of Trustees of the El Campo Independent School District Met in a Joint Workshop With the City of El Campo City Council in a Special Session October 7, 2013 at Northside Education Center, El Campo, Texas.

**MEMBERS PRESENT:** Tommy Turner, Ralph Novosad, David Hodges, Cecil Davis, James Russell, Cecil Davis, Tim Supak

**MEMBERS ABSENT:** J. J. Croix

**OTHERS PRESENT:** Mark Pool, Richard Young, Randy Collins, Tommy Hitzfeld, Steve Ward, Gloria Harris, Mindi Snyder, Clay Harris, Chase Nielsen, Terry Stanphill, Chris Barbee, Wayne Popp, Mark Biskup, Cindy Cerny, Shannon Crabtree, Anisa Longoria Vasquez, and Joe Vasquez.

Mayor Richard Young called the meeting to order at 7:10 p.m. There was a quorum present.

**THE BOARD WILL CONDUCT A JOINT SESSION WITH THE CITY OF EL CAMPO CITY COUNCIL TO DISCUSS**

**JOINT VENTURES:** The El Campo ISD School Board and the City of El Campo Council Members met to discuss joint ventures as follows:

Smart Moves Program  
West Norris Improvements  
GIS Proposal  
El Campo Independent School District Facility Upgrades  
West Loop Part

There being no further discussion, the meeting adjourned at 8:10 p.m.

DRAFT

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
SECRETARY

**Agenda Item Summary Sheet (4 A.4)**  
**Meeting Date: October 17, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Consent Agenda:  
Governance**

Parameters for 2014-2015 School Calendar

**Summary**

We are ready to begin work on the proposed 2014-2015 calendar and the first step in the process is the establishment of the Board's parameters. Once parameters have been established the district administration will develop one or more proposed calendars, which will be submitted to the faculty and staff for their input. Based upon the input from the faculty and staff a recommendation will then be presented to the Board of Trustees.

**ECISD Board Policy**

EB (LEGAL), SCHOOL YEAR

**Effective Date**

2014-2015 School Year

**Previous Board Action**

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

**Future Action Expected**

The Board will review the proposed school calendar in December and the proposed calendar will be submitted for approval in January.

**Background Information and  
Signification Issues**

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

In 2014, the fourth Monday falls on August 25th. If we take the following holidays and finish on the Friday following Memorial Day, which is June 5, 2014, there are only 190 days available for 180 days of instruction:

- Labor Day – Monday, September 7, 2014
- Thanksgiving – Thursday and Friday, November 26-28, 2014
- Christmas / New Years – Monday, December 22, 2014 through Friday, January 2, 2015. (Classes would dismiss on Friday, December 19, and resume on Monday, January 5)
- Good Friday – April 3, 2015

- Memorial Day – May 25, 2015

The additional ten days would potentially be used as follows:

- Wednesday before Thanksgiving – November 26, 2014;
- Spring Break;
- Wharton County Youth Fair Day

<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	A locally developed calendar that faculty and staff consider to be the most instructionally sound, but within parameters established by the Board that reflect the desires of the community.
<b>Procedural and Reporting Implications</b>	Once the Board approves the established parameters the district administration will develop a proposed calendar(s) and present to the faculty and staff for their consideration and input.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Proposed Calendar Parameters</li> </ul>
<b>Contact Person(s)</b>	<p>Kelly Waters, Assistant Superintendent for Instruction</p> <p>Carolyn Gordon, Executive Director of Federal Programs and Compliance</p>
<b>Action Required</b>	Motion, second and majority vote to establish the parameters for the development of the 2014-2015 school calendar.
<b>Superintendent's Recommendation</b>	<p>I recommend that you establish the parameters for the 2014-2015 school calendar as a part of the consent agenda.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

# EL CAMPO INDEPENDENT SCHOOL DISTRICT

ROBERT MARK POOL, Superintendent

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

**DAVID BRIGHT**  
ASSISTANT SUPERINTENDENT  
FOR FINANCE

**KELLY WATERS**  
ASSISTANT SUPERINTENDENT  
FOR INSTRUCTION

**CAROLYN GORDON**  
EXECUTIVE DIRECTOR  
FEDERAL PROGRAMS AND COMPLIANCE

## Memorandum

**TO:** Board of Trustees  
**FROM:** Mark Pool  
**DATE:** Tuesday, October 15, 2013  
**RE:** Agenda Item 4 A.4 Parameters for 2014-2015 School Calendar

The following are the recommended parameters for the development of the 2014-2015 School Calendar:

- Calendar must include 187 contract days for teachers;
- Calendar must include 180 instructional days for students without a waiver;
- First day of instruction may not occur prior to Monday, August 25, 2014 (state law)
- Last day of instruction must be on or before Friday, June 5, 2015.
- The following student/teacher holidays will be observed:
  - Labor Day
  - Thanksgiving
  - Christmas Eve and Christmas Day
  - New Years Day
  - Good Friday
  - Wharton County Youth Fair Day
  - Memorial Day
- No more than three instructional days will be taken for Thanksgiving Holidays (November 26-28)
- No more than ten instructional days will be taken for Christmas / New Years Day (December 22 – January 2)

**Agenda Item Summary Sheet (4 B.1)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Monthly Financial Reports for Month of September

**Summary**

Although there is no statutory or policy requirement for the Board to do so, reviewing the Monthly Financial Report is a good practice for the Board to follow in overseeing the management of the District.

The report provides the Board with a current comparison of actual revenue and expenditures to the budget adopted for the General Fund.

The Tax Collections Report provides the Board with the District's current tax collections for the fiscal year.

The Cash Flow Report provides the Board with both a historical and current perspective of the District's monthly cash flow.

**ECISD Board Policy**

None.

**Effective Date**

September 30, 2013

**Previous Board Action**

Approval of 2013-2014 General Operating Budget on August 27, 2013.

**Future Action Expected**

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

**Background Information and  
Significant Issues**

The unaudited fund balance in the General Fund (Fund 199 only) on August 31, 2013 was \$8,578,374, which is 31.58% of the approved General Fund operating expenditures (as defined in the AEIS Report) of \$27,161,780.

Fund balance designated for replacement of artificial turf at Ricebird Stadium is \$300,000, leaving an undesignated fund balance of \$8,278,374; or 30.47% of the approved General Fund operating expenditures (as defined in the AEIS Report).

The undesignated fund balance currently exceeds the 20% goal by \$2,846,018.

**Fiscal Impact**

None.

**Student and Public Benefit** Closely monitoring actual revenue and expenditures as compared to the adopted budget each month helps to ensure the efficient use of public funds.

**Procedural and Reporting Implications** None.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** **Financial Report.** In the General Operating Fund, we have received 9.73% of our amended revenue projections; and expended 13.30% of our amended expenditure estimates.  
Compared to the same time last year, our revenue decreased by (\$267,061) and our expenditures decreased by (\$576,701).

	2009-2010		2010-2011		2011-2012		2012-2013		2013-2014	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
<b>Sep</b>	10.41%	10.59%	9.93%	10.95%	10.63%	12.13%	10.87%	15.21%	9.73%	13.30%
<b>Oct</b>	19.64%	17.92%	18.64%	18.81%	19.79%	20.05%	19.84%	22.74%		
<b>Nov</b>	26.01%	25.17%	27.97%	23.69%	29.84%	27.07%	30.94%	28.88%		
<b>Dec</b>	38.96%	32.11%	41.96%	30.73%	41.60%	33.20%	44.98%	35.39%		
<b>Jan</b>	57.38%	39.07%	60.48%	37.99%	64.61%	40.50%	65.81%	42.09%		
<b>Feb</b>	68.68%	50.45%	66.83%	48.02%	69.97%	50.83%	71.78%	51.52%		
<b>Mar</b>	70.62%	58.65%	68.88%	55.20%	72.10%	57.21%	74.26%	57.69%		
<b>Apr</b>	75.39%	65.99%	73.41%	62.72%	77.12%	64.95%	78.68%	65.38%		
<b>May</b>	79.21%	72.77%	77.20%	69.62%	81.11%	71.59%	82.15%	71.53%		
<b>Jun</b>	85.20%	80.00%	82.93%	76.81%	87.17%	78.14%	87.97%	79.86%		
<b>Jul</b>	91.73%	85.63%	89.99%	84.05%	93.70%	85.44%	94.13%	88.19%		
<b>Aug</b>	100.10%	98.92%	100.38%	98.74%	100.06%	98.47%	100.17%	98.97%		

**Tax Collection Report.** Our beginning tax levy of \$13,656,685 has been adjusted by -\$32,184 giving us a new adjusted levy of \$13,624,501; and we have currently collected \$13,330,620 which amounts to 97.84% of the adjusted levy. This leaves an uncollected balance of \$293,881.

Delinquent collections YTD are \$263,683 plus \$189,208 in penalty and interest.

	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
Oct	0.01%	0.00%	0.00%	0.35%	0.31%	0.21%
Nov	5.07%	2.58%	0.44%	8.60%	9.54%	12.48%
Dec	38.76%	32.28%	30.01%	39.54%	34.01%	39.14%
Jan	85.29%	81.82%	73.71%	81.26%	84.41%	83.67%
Feb	93.58%	93.04%	92.80%	93.50%	94.04%	94.27%
Mar	94.44%	94.06%	94.60%	94.95%	95.38%	95.47%
Apr	95.13%	94.97%	95.27%	95.52%	96.12%	96.07%
Jun	95.78%	95.61%	95.84%	96.26%	96.75%	96.51%
Jun	96.55%	96.69%	96.50%	96.67%	97.14%	96.88%
Jul	96.87%		96.83%	97.10%	97.65%	97.50%
Aug	97.15%	97.48%	97.17%	97.74%	97.90%	97.68%
Sep	97.31%	97.60%	97.37%	97.88%	97.98%	97.84%

**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		
	2012-2013	2013-2014	Difference	2012-2013	2013-2014	Difference
Revenue	\$3,338,326	\$3,071,266	(\$267,060)	\$3,338,326	\$3,071,266	(\$267,060)
Expenditures	\$2,286,441	\$1,548,910	(\$737,531)	\$2,286,441	\$1,548,910	(\$737,531)
Balance	\$1,051,885	\$1,522,356	\$470,471	\$1,051,885	\$1,522,356	\$470,471

**Attachments**

- Monthly Financial Report – September 30, 2013
- Tax Collection Recap 2012-2013
- Cash Flow Report 2013-2014

**Contact Person(s)**

David Bright, Assistant Superintendent of Finance and Operations

**Action Required**

No Action Required.

**Superintendent's Recommendation**

This is an information report only.

**Mark Pool, Superintendent of Schools**

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
MONTHLY FINANCIAL REPORT  
October 15, 2013**

**Comparison of Revenue and Expenditures  
to the Budget for the General Operating Fund  
9-1-13 to 9-30-13**

**ESTIMATED REVENUE:**

	<i>Original Budget</i>	<i>Amended Budget</i>	<i>Revenue Realized</i>	<i>Revenue Balance</i>
<i>Local:</i>	\$14,776,922	\$14,776,922	\$121,369	(\$14,655,553)
<i>State:</i>	\$15,207,443	\$15,207,443	\$2,940,383	(\$12,267,060)
<i>Federal:</i>	\$1,580,846	\$1,580,846	\$9,513	(\$1,571,333)
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<b>Total:</b>	<b>\$31,565,211</b>	<b>\$31,565,211</b>	<b>\$3,071,266</b>	<b>(\$28,493,946)</b>

**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>
\$31,781,287	\$31,781,287	\$1,548,910	\$2,677,629	\$4,226,539	\$27,554,748

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

	<i>2012-2013</i>	<i>2013-2014</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$3,338,326	\$3,071,266	(\$267,061)
<i>Expenditures:</i>	\$4,803,240	\$4,226,539	(\$576,701)
<i>Cash Position:</i>	\$10,641,623	\$11,141,399	\$499,776

**PRIOR MONTH CASH POSITION as of 8/31/13:** \$10,371,520

GENERAL FUND - FUND BALANCE	GENERAL OPERATING	FUND BALANCE	% of OPERATING	
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:	\$28,096,459	\$6,760,897	24.06%	
GENERAL FUND - FUND BALANCE as of 8-31-12:	\$25,761,913	\$8,898,859	34.54%	
GENERAL FUND - FUND BALANCE as of 8-31-13:	\$27,161,780	\$8,578,374	31.58%	unaudited

**BUDGET AMENDMENTS:**

Appropriate funds for Wireless Enhancements from the General Fund Balance \$151,001  
 Appropriate funds for Campus Security Cameras from the General Fund Balance \$65,075

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

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
TAX COLLECTION RECAP  
2012 - 2013**

Reporting Period	Beginning Levy	Adjustments	Adjusted Levy	Current Tax Year Collections	% Collected	% Collected Prior Year	Delinquent Collections	Penalty & Interest	Total Collections	Current Tax Year Uncollected
<b>Monthly Recap</b>										
Oct-12	\$13,656,685	\$220	\$13,656,905	28,747	0.21%	0.31%	\$43,506	\$17,259	\$89,512	
Nov-12	\$13,656,685	-\$1,683	\$13,655,002	1,675,003	12.27%	9.23%	\$27,325	\$13,919	\$1,716,247	
Dec-12	\$13,656,685	-\$20,365	\$13,636,320	3,634,126	26.65%	24.46%	\$29,279	\$12,966	\$3,676,370	
Jan-13	\$13,656,685	-\$23,602	\$13,633,083	6,068,369	44.51%	50.40%	\$21,456	\$14,313	\$6,104,137	
Feb-13	\$13,656,685	-\$23,602	\$13,633,083	1,445,056	10.60%	9.63%	\$27,127	\$26,207	\$1,498,391	
March-13	\$13,656,685	-\$25,771	\$13,630,914	161,828	1.19%	1.32%	\$29,085	\$25,666	\$216,580	
April-13	\$13,656,685	-\$26,104	\$13,630,581	82,083	0.60%	0.74%	\$10,381	\$12,693	\$105,157	
May-13	\$13,656,685	-\$24,484	\$13,632,201	61,382	0.45%	0.63%	\$9,300	\$9,790	\$80,471	
June-13	\$13,656,685	-\$24,484	\$13,632,201	50,665	0.37%	0.38%	\$10,578	\$10,976	\$72,219	
July-13	\$13,656,685	-\$32,576	\$13,624,109	76,691	0.56%	0.51%	\$30,822	\$21,808	\$129,320	
Aug-13	\$13,656,685	-\$32,184	\$13,624,501	24,382	0.18%	0.25%	\$13,640	\$11,625	\$49,646	
Sept-13	\$13,656,685	-\$32,184	\$13,624,501	22,290	0.16%	0.08%	\$11,185	\$11,985	\$45,460	
<b>Year To Date</b>				<b>13,330,620</b>	<b>97.84%</b>	<b>97.98%</b>	<b>263,683</b>	<b>189,208</b>	<b>\$13,783,511</b>	<b>\$293,881</b>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**  
**Cash Flow**  
**2013-2014**

199	GENERAL FUND	Actual Sep-12	Actual Sep-13	Actual Oct-12	Actual Nov-12	Actual Dec-12	Actual Jan-13	Actual Feb-13	Actual Mar-13	Actual Apr-13	Actual May-13	Actual Jun-13	Actual Jul-13	Actual Aug-13	2012-13 Totals
<b>REVENUE:</b>															
<b>5700</b>	<b>Local Revenue:</b>														
5711	Taxes Current Year	8,760	19,381	34,802	1,465,869	3,160,795	5,276,434	1,277,883	140,709	71,371	53,372	44,053	66,683	21,200	11,621,929
5712	Taxes Prior Years	10,408	9,927	37,972	24,023	25,555	18,810	23,749	25,424	9,044	8,184	9,425	26,919	11,995	231,507
5719	Pen, Int, & Other	8,087	10,827	15,298	12,716	11,915	13,365	23,222	22,573	11,161	8,583	9,711	19,150	10,275	166,055
5720	Service to Other LEAs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5730	Tuition and Fees	0	0	0	0	0	0	0	0	0	0	5,375	0	4,652	10,027
5740	Other Local Sources	6,509	5,278	27,565	7,577	7,381	8,824	10,590	10,305	10,391	7,441	7,110	12,052	295,656	411,402
5750	Co/Curr Activities	13,964	22,571	20,917	18,778	14,514	3,379	-1,020	39,106	560	-992	107	17,775	2,888	129,977
	<b>Total Local Rev:</b>	<b>47,728</b>	<b>67,984</b>	<b>136,554</b>	<b>1,528,962</b>	<b>3,220,159</b>	<b>5,320,811</b>	<b>1,334,424</b>	<b>238,118</b>	<b>102,527</b>	<b>76,588</b>	<b>75,782</b>	<b>142,579</b>	<b>346,666</b>	<b>12,570,897</b>
<b>5800</b>	<b>State Revenue:</b>														
5811	Available School Fund	104,551	0	37,009	58,256	295,568	46,518	46,518	240,487	98,872	108,717	260,270	167,438	71,453	1,535,657
5812	Foundation Entitlement	3,047,666	2,837,245	2,174,905	1,142,910	-30,448	0	0	0	894,497	579,551	1,170,464	1,472,131	1,711,323	12,162,999
5812	Founda Ent-Prior Yr	0	0	0	2,065	0	0	0	0	0	0	0	0	30,035	32,100
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	6,309	6,309
5831	TRS On-Behalf	87,122	103,138	87,327	0	175,227	87,398	87,516	86,836	86,450	86,839	88,027	86,420	160,071	1,119,233
	<b>Total State Rev:</b>	<b>3,239,339</b>	<b>2,940,383</b>	<b>2,299,241</b>	<b>1,203,231</b>	<b>440,347</b>	<b>133,916</b>	<b>134,034</b>	<b>327,323</b>	<b>1,079,819</b>	<b>775,107</b>	<b>1,518,761</b>	<b>1,725,989</b>	<b>1,979,191</b>	<b>14,856,298</b>
<b>5900</b>	<b>Federal Revenue:</b>														
5930	Federal	0	0	124,398	4,303	0	4,096	0	0	4,690	0	0	0	4,945	142,433
	<b>Total Federal Rev:</b>	<b>0</b>	<b>0</b>	<b>124,398</b>	<b>4,303</b>	<b>0</b>	<b>4,096</b>	<b>0</b>	<b>0</b>	<b>4,690</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,945</b>	<b>142,433</b>
<b>7900</b>	<b>Other Res/Non-Oper</b>														
	Other Res/Non-Oper	0	0	0	199,850	0	0	0	0	0	0	0	0	0	199,850
	<b>Total Other Res:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>199,850</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>199,850</b>
	<b>Total Revenue:</b>	<b>3,287,067</b>	<b>3,008,367</b>	<b>2,560,193</b>	<b>2,936,347</b>	<b>3,660,507</b>	<b>5,458,824</b>	<b>1,468,459</b>	<b>565,440</b>	<b>1,187,036</b>	<b>851,695</b>	<b>1,594,543</b>	<b>1,868,568</b>	<b>2,330,803</b>	<b>27,769,478</b>
<b>EXPENDITURES:</b>															
<b>6000</b>	<b>Expenditures:</b>														
6100	Payroll Costs	1,065,364	1,130,298	1,600,937	1,528,502	1,706,826	1,595,645	1,601,359	1,614,841	1,593,517	1,618,071	2,013,708	1,559,322	2,273,327	19,771,420
6200	Contracted Services	190,538	190,273	197,996	288,101	222,780	307,728	413,028	243,810	96,106	355,574	369,547	352,558	389,589	3,427,355
6300	Supplies & Materials	71,269	105,692	104,894	165,974	84,402	162,568	161,160	97,531	130,262	195,472	127,890	163,244	138,906	1,603,574
6400	Other Operating	42,229	36,999	190,782	36,875	46,153	168,530	43,566	26,680	187,960	83,544	282,476	187,464	283,143	1,579,403
6500	Debt Services	879,868	0	0	500	0	0	95,550	0	0	0	0	0	18,675	994,593
6600	Capital Outlay	0	36,700	23,207	0	0	0	13,499	-99	8,690	0	0	66,377	357,734	469,408
8900	Other Uses/Non Operating	0	0	61,479	0	0	0	0	0	0	0	0	185,482	-2,749	244,212
	<b>Total Expenditures:</b>	<b>2,249,269</b>	<b>1,499,962</b>	<b>2,179,295</b>	<b>2,019,952</b>	<b>2,060,162</b>	<b>2,234,471</b>	<b>2,328,163</b>	<b>1,982,763</b>	<b>2,016,536</b>	<b>2,252,660</b>	<b>2,793,621</b>	<b>2,514,447</b>	<b>3,458,625</b>	<b>28,089,965</b>
	<b>ENDING BALANCE</b>	<b>1,037,798</b>	<b>1,508,405</b>	<b>380,898</b>	<b>916,394</b>	<b>1,600,344</b>	<b>3,224,353</b>	<b>-859,705</b>	<b>-1,417,322</b>	<b>-829,500</b>	<b>-1,400,966</b>	<b>-1,199,078</b>	<b>-645,879</b>	<b>-1,127,822</b>	<b>-320,487</b>
	<b>GF FB as of 8/31/13</b>	<b>8,578,374</b>													
		9,906,209	10,086,779	10,467,677	11,384,071	12,984,416	16,208,768	15,349,064	13,931,741	13,102,242	11,701,276	10,502,198	9,856,319	8,728,496	

240	FOOD SERVICE	Actual Sep-12	Actual Sep-13	Actual Oct-12	Actual Nov-12	Actual Dec-12	Actual Jan-13	Actual Feb-13	Actual Mar-13	Actual Apr-13	Actual May-13	Actual Jun-13	Actual Jul-13	Actual Aug-13	2012-13 Totals
<b>REVENUE:</b>															
5700	<b>Local Revenue:</b>														
	Earnings from Temp Dep				731	0	0	831	0	0	1,023	0	0	994	3,579
	Foundation Revenue														0
	Lunch	23,117	32,163	29,957	23,645	17,303	25,625	27,014	17,723	29,526	26,465	2,397	0	20,398	243,170
	Breakfast	7,590	7,241	8,493	8,679	4,917	8,065	8,241	5,169	7,951	6,644	844	0	4,537	71,130
	A La Carte	9,523	8,563	9,720	8,607	5,862	7,576	9,000	5,766	10,215	8,603	1,307	0	2,769	78,948
	Adult Lunches	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Catering/Vending	0	0	52	210	3,417	871	280	1,146	535	1,140	398	89	1,435	9,574
	Summer Food Service	0	0	0	0	0	0	0	0	0	0	81	92	59	232
	<b>Total Local Ren:</b>	<b>40,230</b>	<b>47,967</b>	<b>48,222</b>	<b>41,872</b>	<b>31,499</b>	<b>42,137</b>	<b>45,366</b>	<b>29,804</b>	<b>48,227</b>	<b>43,874</b>	<b>5,027</b>	<b>182</b>	<b>30,193</b>	<b>406,632</b>
5800	<b>State Revenue</b>														
5829	Misc St Program Rev.	0	0	0	0	0	0	0	0	9,504	0	0	0	0	9,504
5831	TRS On-Behalf Benefit	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total State Rev:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,504</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,504</b>
5900	<b>Federal Revenue</b>														
5921	School Breakfast	0	0	31,461	36,866	32,962	24,113	28,093	31,840	22,110	37,175	41,672	0	7,437	293,729
5922	National School Lunch	0	0	94,732	107,003	97,017	68,117	87,884	98,069	68,386	113,436	127,121	0	24,568	886,331
5923	USDA Donated Com	7,195	9,513	7,195	7,195	7,195	7,195	7,195	7,198	7,195	7,195	7,195	7,195	16,815	95,967
5929	Fed Rev TEA-Sum Feed	0	0	0	0	0	0	0	0	0	0	0	0	25,052	25,052
	<b>Total Federal Rev:</b>	<b>7,195</b>	<b>9,513</b>	<b>133,388</b>	<b>151,064</b>	<b>137,174</b>	<b>99,425</b>	<b>123,172</b>	<b>137,107</b>	<b>97,691</b>	<b>157,806</b>	<b>175,989</b>	<b>7,195</b>	<b>73,872</b>	<b>1,301,079</b>
7900	<b>Other Res/Non-Oper:</b>														
7940	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Other Res:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>47,425</b>	<b>57,481</b>	<b>181,611</b>	<b>192,935</b>	<b>168,673</b>	<b>141,562</b>	<b>168,538</b>	<b>166,912</b>	<b>155,421</b>	<b>201,680</b>	<b>181,015</b>	<b>7,377</b>	<b>104,065</b>	<b>1,717,215</b>
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6100	Payroll & Benefits	29,839	39,132	44,913	44,834	45,333	42,157	42,736	43,751	42,658	45,269	56,333	43,036	55,932	536,793
6200	Contracted Services	0	0	133,987	94,931	104,452	98,720	49,351	81,196	113,384	100,199	96,090	51,081	26,148	949,540
6300	Supplies & Materials	7,334	9,806	7,578	7,195	7,374	7,307	7,320	7,359	7,520	7,678	7,455	7,757	8,635	90,512
6400	Other Operating	0	11	144	46	122	27	111	21	86	111	159	130	130	1,085
6600	Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Expenditures:</b>	<b>37,173</b>	<b>48,948</b>	<b>186,622</b>	<b>147,006</b>	<b>157,282</b>	<b>148,211</b>	<b>99,518</b>	<b>132,327</b>	<b>163,648</b>	<b>153,257</b>	<b>160,037</b>	<b>102,004</b>	<b>90,846</b>	<b>1,577,931</b>
	<b>ENDING BALANCE</b>	<b>10,253</b>	<b>8,533</b>	<b>3,522</b>	<b>49,451</b>	<b>60,843</b>	<b>54,194</b>	<b>123,213</b>	<b>157,798</b>	<b>149,571</b>	<b>197,994</b>	<b>218,972</b>	<b>124,345</b>	<b>137,564</b>	<b>139,284</b>

511	DEBT SERVICE	Actual Sep-12	Actual Sep-13	Actual Oct-12	Actual Nov-12	Actual Dec-12	Actual Jan-13	Actual Feb-13	Actual Mar-13	Actual Apr-13	Actual May-13	Actual Jun-13	Actual Jul-13	Actual Aug-13	2012-13 Totals
<b>REVENUE:</b>															
5700	<b>Local Revenue:</b>														
5711	Taxes Current Year	1,374	2,909	3,752	218,591	474,260	791,935	188,583	21,119	10,712	8,010	6,612	10,008	3,182	1,738,138
5712	Taxes Prior Years	1,332	1,258	5,533	3,302	3,724	2,647	3,378	3,661	1,337	1,115	1,153	3,903	1,645	32,730
5719	Pen, Int, & Other	974	1,158	1,961	1,204	1,051	947	2,986	3,093	1,533	1,207	1,265	2,658	1,350	20,229
5742	Earnings Fm Temp Dep	154	92	162	189	370	713	831	778	770	803	783	817	456	6,826
	<b>Total Local Rev:</b>	3,834	5,417	11,409	223,286	479,405	796,242	195,777	28,651	14,351	11,136	9,813	17,386	6,633	1,797,924
5800	<b>State Revenue:</b>														
5829	St Rev Dist By TEA	0	0	0	53,770	0	0	0	0	0	0	0	0	0	53,770
	<b>Total State Rev:</b>	0	0	0	53,770	0	0	0	0	0	0	0	0	0	53,770
7900	<b>Other Res/Non-Oper:</b>														
7940	Other Res/Non-Oper Rev	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Other Res:</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Revenue:</b>	3,834	5,417	11,409	277,056	479,405	796,242	195,777	28,651	14,351	11,136	9,813	17,386	6,633	1,851,694
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	0	335,000	0	0	0	0	0	520,000	855,000
6521	Interest on Bonds	0	0	0	0	0	0	476,084	0	0	0	0	0	469,384	945,469
6599	Other Debt Fees	0	0	0	500	0	0	0	400	0	0	0	0	0	900
	<b>Total Expenditures:</b>	0	0	0	500	0	0	811,084	400	0	0	0	0	989,384	1,801,369
	<b>ENDING BALANCE</b>	3,834	5,417	16,826	293,382	772,787	1,569,029	953,722	981,973	996,324	1,007,460	1,017,273	1,034,659	51,908	50,325
<b>Total Approved Budget</b>															
<b>199, 240, 511</b>															
	<b>TOTAL REVENUE</b>	3,338,326	3,071,266	2,753,212	3,406,338	4,308,585	6,396,628	1,832,773	761,003	1,356,809	1,064,510	1,785,372	1,893,331	2,441,501	31,338,387
	<b>TOTAL EXP</b>	2,286,441	1,548,910	2,365,917	2,167,458	2,217,444	2,382,682	3,238,766	2,115,490	2,180,184	2,405,917	2,953,658	2,616,451	4,538,855	31,469,264
	<b>ENDING BALANCE</b>	1,051,885	1,522,355	1,909,651	3,148,530	5,239,671	9,253,617	7,847,625	6,493,138	5,669,763	4,328,356	3,160,069	2,436,949	339,594	

**Agenda Item Summary Sheet (4 B.2)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Checks Written – September 2013

**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 2013-2014 General Operating Budget.

**ECISD Board Policy**

None.

**Effective Date**

September 31, 2013

**Previous Board Action**

Approval of 2013-2014 General Operating Budget on September 27, 2013 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:

	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>	<b>2012-2013</b>
<b>September</b>	\$655,949.80	\$629,351.65	\$591,106.98	\$629,530.76	\$695,282.94
<b>Total</b>	<b>\$655,949.80</b>	<b>\$629,351.65</b>	<b>\$591,106.98</b>	<b>\$629,530.76</b>	<b>\$695,282.94</b>
<b>October</b>	\$970,451.63	\$640,667.05	\$655,040.01	\$710,446.37	
<b>November</b>	\$750,661.87	\$865,783.43	\$718,579.69	\$716,741.33	
<b>December</b>	\$853,561.12	\$720,971.25	\$355,804.15	\$620,159.58	
<b>January</b>	\$880,591.27	\$747,638.61	\$701,991.20	\$771,487.77	
<b>February</b>	\$874,019.06	\$594,414.61	\$526,943.91	\$878,983.83	
<b>March</b>	\$694,107.70	\$704,337.28	\$656,212.94	\$635,776.11	
<b>April</b>	\$846,903.79	\$656,212.94	\$554,991.73	\$561,416.91	
<b>May</b>	\$758,644.83	\$620,111.02	\$891,849.50	\$894,796.41	
<b>June</b>	\$718,912.56	\$736,989.79	\$751,699.54	\$1,003,320.40	
<b>July</b>	\$718,935.08	\$658,378.35	\$762,236.64	\$966,194.37	
<b>August</b>	\$1,463,086.35	\$1,172,766.92	\$798,167.33	\$796,743.84	

**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** None.

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

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

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

**Superintendent's Recommendation** Information only.  
**Mark Pool, Superintendent of Schools**

**Agenda Item Summary Sheet (4 D.1)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Item***

**Consent Agenda:**  
**Curriculum and Instruction**

Approval of District and Campus Performance Objectives

**Summary**

According to policy BQ (LEGAL), PLANNING AND DECISION-MAKING, the Board shall ensure that a District improvement plan and improvement plans for each campus are developed, reviewed, and revised annually for the purpose of improving the performance of all students.

The policy further requires the Board to annually approve district and campus performance objectives.

The performance objectives are directly tied to the district's comprehensive goals developed by the district's Board of Trustees.

**ECISD Board Policy**

BQ (LEGAL), PLANNING AND DECISION-MAKING PROCESS

**Effective Date**

2013-2014 School Year

**Previous Board Action**

The Board annually reviews and approves the district and campus performance objectives for the district and campus improvement plans.

**Future Action Expected**

The Board annually reviews and approves the district and campus performance objectives for the district and campus improvement plans.

**Background Information and Significant Issues**

District and campus goals and performance objectives for the District and Campus Improvement Plans were presented to the Board last month as a discussion item. They are being brought back this month on the Consent Agenda for the Board's consideration.

**Fiscal Impact**

Costs of activities to implement district and campus performance objectives will be detailed in the District and Campus Improvement Plans.

<b>Student and Public Benefit</b>	Good planning will help to improve the achievement level of all students.
<b>Procedural and Reporting Implications</b>	District and Campus Plans and Performance Objectives will be made available to the public on each campus and at various other locations throughout the District, and on the district website.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	Kelly Waters, Assistant Superintendent of Curriculum and Instruction Carolyn Gordon, Executive Director of Federal Programs and Compliance Campus Principals
<b>Action Required</b>	Motion, second and majority vote to approve the district and campus performance objectives.
<b>Superintendent's Recommendation</b>	I recommend that the Board approve the district and campus performance objectives as a part of the Consent Agenda. <b>Mark Pool, Superintendent of Schools</b>

<b>Business and Operations</b>	Report on Sale of Series 2013 Refunding Bonds
<b>Summary</b>	<p>On October 10<sup>th</sup>, we sold \$8,979,998.80 in Unlimited Tax Refunding Bonds, Series 2013. Our Financial Advisor, Lewis Wilks, and Bond Counsel, Tom Sage, are all very pleased with the outcome.</p> <p>The parameter bond sale had seven bids submitted:</p> <ul style="list-style-type: none"><li>• Raymond James &amp; Associates, Inc.</li><li>• FirstSouthwest</li><li>• BOSCO, Inc.</li><li>• FTN Financial Capital Markets</li><li>• Southwest Securities, Inc.</li><li>• SAMCO Capital Markets</li><li>• RBC Capital Markets</li></ul> <p>The bid results can be reviewed beginning on page 14 of the attached document.</p> <p>The bid was awarded to FTN Financial Capital Markets at a True Interest Cost of 2.389607%.</p>
<b>ECISD Board Policy</b>	CCA (LEGAL), LOCAL REVENUE SOURCES: BOND ISSUES
<b>Effective Date</b>	October 10, 2013
<b>Previous Board Action</b>	The Board previously approved the parameters for the competitive bid refunding bonds sale at the regular meeting on August 27, 2013..
<b>Future Action Expected</b>	No further Board action on this competitive sale (See Time Table of Events on pages 1-2 of the attached document). The Board may consider another sale early next year.
<b>Background Information and Significant Issues</b>	The sale netted a savings over the next fifteen years of \$1,140,220.96;

i.e., Prior Debt Service of \$12,867,775.10 – Refunding Debt Service of \$11,743,082.81 + Refunding Receipts of \$15,528.67 in accrued interest = \$1,140,220.96.

A net present value savings of \$996,439.01.

The percentage savings of refunded bonds is 11.096203%. If you recall, based on the advice of Lewis Wilks and Tom Sage our parameter for savings was 4.0%.

**Fiscal Impact**

This refunding bond sale saves the District an average of just over \$76,000 per year for the next fifteen years on our debt service.

Based on this year's taxable values that amounts to \$0.669 off the I&S tax rate. That amount will vary from year-to-year depending on the taxable values and the actual savings in any given year.

**Student and Public Benefit**

Paying off the debt improves the District's financial position.

**Procedural and Reporting Implications**

There will be a number of steps that must take place. Please reference the attached "Timetable of Events" that outlines the actions and projected dates for all the participants involved.

**Public Comments**

None.

**Alternatives**

None.

**Other Comments and Related Issues**

None

**Attachments**

- Results of Parameter Bond Sale

**Contact Person(s)**

Mark Pool, Superintendent of Schools

David Bright, Assistant Superintendent of Finance and Operations

**Action Required**

No action required.

**Superintendent's Recommendation**

This is an information item only.

**Mark Pool, Superintendent of Schools**

**Business and Operations**      Report on Capital Improvement Projects

**Summary**

- **Myatt and Northside Security Entrances and Northside Canopy System.** Notice of Request for Sealed Proposals will be published during the last week of October and proposals will be received on November 10<sup>th</sup>. The proposals will be evaluated using the weighted criteria that have been established by the Board and a recommendation on the contractor who offers the best value for the district will be made for the Board's consideration at the regular meeting on November 19<sup>th</sup>.
- **Security Cameras.** A Project Manager has been assigned to this project by the vendor and we are waiting on him to make an on-site visit to discuss the project and develop an installation schedule.
- **Wireless Connectivity.** Upgrades to the Internet filter and firewall are complete. Purchase orders have been issued for the remainder of the equipment and we are waiting for shipment.
- **Ricebird Stadium Public Address System.** Project complete. System is installed and operational.
- **Ricebird Stadium Press Boxes.** Project complete.
- **High School Library Upgrades (Furniture, Carpet and Paint).** On hold at this time.
- **Recondition of Tennis Court; Top Coat Track and Repair Curbs in North and South Curves.** RWS Architects is preparing bid specifications for resurfacing the tennis courts, overlay on the track, and repair of the drought damage to the track curbs. Once the bid specifications have been prepared we will issue a Request for Competitive Sealed Proposals. The project schedule will not begin until after spring tennis season, track season and high school graduation.
- **Replacement of Red Turf at Ricebird Stadium.** Project postponed at this time.
- **Parking Lot Repair and Seal Coat.** All bids rejected and project postponed to a later date.
- **High School Baseball and Softball Field Complex.** Construction Progress Meeting No. 1 was held on October 10<sup>th</sup>. The following minor changes were made to the construction plans:
  - Relocation of a chain-link fence on the baseball field first base line to provide more open space inside the playing area.

- Relocation of light poles that could potentially obstruct the view of fans sitting on the berms in right and left field.
- Elimination of storage attached to home side dugouts and addition of storage adjacent to baseball field batting cages.

An overview of the work completed to date and the projected work in the next 2-3 weeks is included in the attached Progress Meeting Report.

- **High School Auditorium** – On October 9<sup>th</sup>, Malcolm Gaus and I had a meeting with Rich DuBroc, Katrese Skinner, Carl Woodworth, Molly Kresta, and Stanley Petrisky to discuss the renovations to the auditorium. We discussed the scope of work for the project and how we might possibly bid the projects with alternates to a base proposal. Malcolm plans to make a presentation to the Board on November 19<sup>th</sup>, and if the Board decides to move forward with the project it could bid as early as January or February 2014.
- **Ricebird Stadium Field House and Restrooms.** Malcolm Gaus is working with city officials to try to get a variance on the number of public restrooms required for the capacity of the stadium. He plans to present a design concept, scope of work, and opinion of probable cost to the Board at the regular meeting on December 17<sup>th</sup>. The basic scope of work includes:
  - Demolition of existing ninth grade field house;
  - Demolition of storage and restroom building beneath the home bleachers;
  - Renovation of existing field house to provide space for ninth grade and junior varsity teams; and
  - Construction of a new varsity field house with home side and visitor side public restrooms. (Block and brick veneer construction.)

Once approved, construction time could be 11-12 months.

- **FFA Project Center.** I would like to discuss the real estate value of a potential site with the Board in Closed Session.
- **Myatt Elementary School Cafetorium and Classroom Addition.** If the Board is considering a bond election in November 2014, Malcolm Gaus and I believe that there is a need to begin work with a Community Advisory Committee now to gain community input and support for this project.

**ECISD Board Policy**

None.

<b>Effective Date</b>	October 15, 2013
<b>Previous Board Action</b>	The Board conducted a Facilities Workshop on June 11, 2013. These projects have been a part of our ongoing discussions since that time.
<b>Future Action Expected</b>	As we move forward with these projects there will be an item on the agenda each month to review and/or discuss construction issues.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	Unknown at this time.
<b>Student and Public Benefit</b>	The Board and the general public are appropriately informed about the progress on the capital improvement projects.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• El Campo Independent School District New Baseball and Softball Complex – Progress Meeting No. 1, October 10, 2013</li> </ul>
<b>Contact Person(s)</b>	Mark Pool, Superintendent of School
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	Information only. <b>Mark Pool, Superintendent of Schools</b>



# POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

Date: Thursday, October 10, 2013

El Campo Independent School District  
New Baseball - Softball Complex

Time: 10:00 AM

Location: PCI Job Trailer

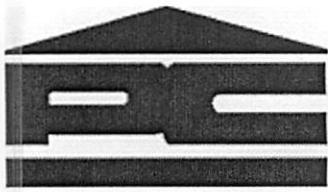
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PROGRESS MEETING NO. 1

AGENDA

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1. Review Previous Weeks Meeting Minutes
  - a. Status of action items
  - b. Comments or Changes
  
2. Review Logs - Discuss Outstanding Issues
  - a. RFI Logs
  - b. Submittal Logs
  - c. Minor Changes & Clarifications
  - d. Change Proposal Request & Change Proposals
  - e. Allowance Expenditure Authorizations
  
3. Review Schedule
  - a. Review work progress since previous meeting
  - b. Overall construction schedule and 3 week look ahead
  - c. Identify any material delivery issues or issues that may create delays
  - d. Change Proposal Request & Change Proposals
  
4. Review Field and Quality Control Issues
  - a. Previous week activity: Observations, problems, conflict, field directives
  - b. Schedule pre-installation conferences this week
  - c. Schedule inspections this week
  - d. Other issues and questions
  
5. New Issues
  - a. Polasek Construction, Inc.
  - b. El Campo Independent School District
  - c. RWS Architects, Inc.
  
6. Scheduled Meetings
  - a. Progress Meeting Number 02 to be held on Thursday, October 24, 2013 at the PCI job trailer.



# POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

## MEETING MINUTES

**Date of Issue:** 10/10/13

**Date of Meeting:**

**Place of Meeting:** Athletic Complex - Job Trailer

**Time of Meeting:** 10:00 AM

**Subject:** Progress Meeting #

**Present:**

Mark Pool, Superintendent	El Campo ISD
Jeff Balcar	El Campo ISD
	El Campo ISD
	El Campo ISD
Malcolm Gaus	RWS Architects, Inc.
Greg Polasek	Polasek Construction, Inc.
Tyler Williams	Polasek Construction, Inc.
Kevin Stehling	Polasek Construction, Inc.

**Distribution:** All Attendees

**Submitted By:** Greg Polasek, Project Manager, Polasek Construction, Inc.

Item No.	Item Description	Responsibility	Due Date	Status
1.0 Mtg 1	<u>PREVIOUS ISSUES:</u>  01.01 N/A  01.02			
2.0	<u>A. CONSTRUCTION PROGRESS:</u>  1. 2. 3. 4. 5.  <u>B. PROJECTED WORK:</u>  1. 2. 3. 4. 5.			

Item No.	Item Description	Responsibility	Due Date	Status
3.0	<u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u> 1. <u>FIELD ISSUES AND QUALITY CONTROL:</u> 1. <u>Comments related to construction activity</u> <u>Scheduled pre-installation conferences:</u> 1.			
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:			
4.1	<u>RFI Log reviewed:</u> None			
4.2	<u>CPR / AEA Log reviewed:</u> Outstanding: None Current: <u>Note:</u>  <u>Minor Changes and Clarifications:</u> None			
5.0 Mtg 1	<u>NEW ISSUES</u> 1.01 1.02 1.03 1.04			

**Next Team Meeting 10/24/13 @ 10:00 am**

The preceding summation is our interpretation of the items discussed at the referenced meeting. Any persons desiring to add to or otherwise correct the minutes are requested to put their comments in writing to the project manager on or before the next meeting. Otherwise, the minutes will stand as written.



Greg Polasek  
Project Manager  
Polasek Construction, Inc.

**END OF MINUTES**



# **POLASEK CONSTRUCTION, INC.**

**GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD**

## **El Campo Independent School District Baseball - Softball Athletic Complex**

### **Project Overview**

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<b>Meeting Location:</b>	PCI Job Trailer	<b>Date:</b>	10/10/2013
	El Campo, Texas	<b>Time:</b>	10:00 AM

---

#### **1. SCHEDULE AND PROGRESS:**

##### **A. WORK COMPLETED**

1. Field survey of fields complete
2. AEP Electrical service complete
3. City provided water and sanitary sewer complete
4. Parking area subgrade prep ongoing
5. Subgrade excavation at Concessions complete
6. Select fill installation at Concessions complete
7. Subgrade excavation at Baseball dugouts complete
8. Subgrade excavation at Baseball batting cages ongoing
9. Layout of Softball dugouts and batting cages complete
10. Trench drain delivery complete
- 11.
- 12.

##### **B. PROJECTED WORK:**

1. Subgrade excavation of Softball dugouts and batting cages
2. Select fill installation at Baseball dugouts and batting cages
3. Select fill installation at Softball dugouts and batting cages
4. Subgrade excavation at Ticket booth / Front entry
5. Select fill installation at Ticket booth / Front entry
6. Final layout of all buildings
7. Fabrication of reinforcing steel for drilled footings
8. Drill concrete footings at all buildings
9. Spec brick delivery
- 10.
- 11.
- 12.

#### **2. FIELD ISSUES**

##### **A. OUTSTANDING**

- 1.
- 2.

##### **B. CURRENT**

1. Final dimensions of batting cages
- 2.
- 3.

Baseball – Softball Athletic Complex – Progress Report Photos



1. Excavation at baseball batting cage



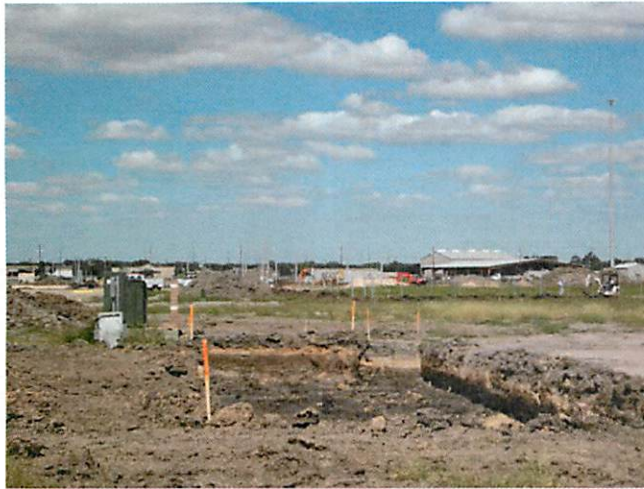
2. Excavation at baseball batting cage



3. Excavation at baseball field dugouts



4. Select fill installation at concessions



5. Excavation at baseball field dugout



6. Preparation of subgrade at parking area

Baseball – Softball Athletic Complex – Progress Report Photos (2)



7. Limestone base material at access drives



8. Limestone base material at access drives



9. Masonry Mock-up

**POLASEK CONSTRUCTION INC.**

**SUBMITTAL LOG - ECISD Baseball & Softball Complex**

**October 9, 2013**

Specified Division	Submittal No.	Description	Submitted By	Date Rec'd.	Consultant		Date Returned	Rev'd.	Rev'd As Noted	Rev. & Resub	Rej.	Remarks
					To	From						
02251		Termite Control	Bugmobile									
02240		Ornamental Fence	Always Fence									
02701	02701-05	Storm Sewer	Mercer Construction	10/7/2013								
02701F	02701F-01	Field Trench Drains	Sports Edge	7/11/2013			7/12/2013		X			Released
02810		Irrigation System	Amberscapes									
02827		Natural Field Turf	Texas Multi Chem									
02831		Chain Link Fence	Always Fence									
02831		Color Coated CL	Always Fence									
02833		Metal Panel Fence	Always Fence									
02832-BC		Batting Cage Nets	Always Fence									
02860	02860-06	Dugout Benches	National Recreation	10/7/2013								
03210	03210-02	Pier Steel Reinf.	Polasek Construction	10/7/2013								
03210		Concrete Reinforce	Polasek Construction									
03300	03300-03	Concrete	Polasek Construction	10/7/2013								
04200	04200-04	Unit Masonry	C & S Masonry	10/7/2013								
05120		Structural Steel	Henderson Fabrication									
05500		Metal Fabrications	Henderson Fabrication									
06192	06192-09	Wood Trusses	American Truss	10/7/2013								
06220		Millwork	Baseball Racks									
07183		Anti Graffiti Coating	Hervey Barlow									
07210		Building Insulation	Garland Insulating									
07610		Metal Roofing	Rain King Inc									
07920		Sealants	Hervey Barlow									
08114		Hollow Metal	H & H Overhead Door									
08334		OH Counter Doors	H & H Overhead Door									
08715		Finish Hardware	H & H Overhead Door									
08801		Glass and Glazing	Theut Glass									
09678		Resilient Base	AECO									
09900		Painting	Ideal Finishes									

**POLASEK CONSTRUCTION INC.**

**SUBMITTAL LOG - ECISD Baseball & Softball Complex** **October 9, 2013**

Specified Division	Submittal No.	Description	Submitted By	Date Rec'd.	Consultant		Date Returned	Rev'd.	Rev'd As Noted	Rev. & Resub	Rej.	Remarks
					To	From						
10167		Toilet Partitions	Crossroad Specialties									
10201		Louvers	TMG									
10351	10351-10	Flagpole	Kronberg Flagpole	10/7/2013								
10401		Graphics	St George Sign									
10800		Toilet Accessories	Crossroad Specialties									
10951		Fire Extinguishers	Crossroad Specialties									
12341		Casework / SS	Victoria Cabinetworks									
13000		PEMB	TBD									
13125		Alum. Bleachers	Sturdisteel									
15450	15450-08	Plumbing Fixtures	El Campo Plumbing	10/7/2013								
15650		Mech Equipment	Eldridge A/C									
15800		Air Distribution	Eldridge A/C									
16420		Light Fixtures/Gear	Penner Electric									
16510	16510-07	Sport Lighting	Techline	10/7/2013								
16720		Public Address Sys	Bayou City Interests									

# CHANGE PROPOSAL REQUEST LOG

Project: Baseball and Softball Complex  
 Architect: RWS Architects  
 Contractor: Polasek Construction, Inc.

El Campo ISD  
 Project No. 1388  
 10/9/13



CPR NO.	DATE ISSUED	DESCRIPTION OF CHANGE	DWGS	FUNDING SOURCE ALLOWANCE	DATE PRICING SUBMITTED	DATE PRICING APPROVED	ESTIMATED/ PENDING CPR AMOUNT	APPROVED CPR AMOUNT	CO#	AEA ISSUE DATE	COMMENTS
01	10/06/13	1. Provide reduction in size of batting cages and deletion of chain link dividing fence and concrete curb.	N	CO							
<b>TOTALS FOR CPR'S</b>							\$0.00	\$0.00			

# CHANGE PROPOSAL REQUEST LOG

**Project:** Baseball and Softball Complex  
**Architect:** RWS Architects  
**Contractor:** Polasek Construction, Inc.

El Campo ISD  
**Project No. 1388**  
10/9/13



## SUMMARY ( ALLOWANCES )

Graphics / Front Entry

\$ 4,000.00

Materials Testing / Surveying

\$ 19,000.00

**TOTAL ALLOWANCE AMOUNT**

**\$ 23,000.00**

CPR TOTAL APPROVED TO DATE

\$0.00

**REMAINING BALANCE AFTER APPROVED CPRs**

**\$ 23,000.00**

TOTAL ESTIMATED/ PENDING CPRs

\$0.00

**REMAINING BALANCE AFTER PENDING AND APPROVED CPRs**

**\$ 23,000.00**



**Business and Operations** City's GIS Proposal to Wharton County Central Appraisal District

**Summary**

A Wharton County taxing entities' meeting was held last April to discuss the cities' desire to proceed with a GIS mapping project. The cost of the project was three annual payments of \$34,800 plus annual maintenance costs that would begin during the fourth year.

This upgrade of the Central Appraisal District's system is inevitable because the current system will eventually be unavailable. The current system is sufficient for the CAD's needs at this time, but is not in a universal language or transferable to customers or other tax unit projects.

Because of the recent past and future uncertainty of public school finance the decision was made to wait a year or two, so the GIS project was not included in the CAD's 2014 budget. However, in order to move the project forward now the cities and County have made a proposal where they will pay for the first year of the project, the CAD would pay the second year out of reserves, and the final payment of \$34,800 would not hit the CAD budget, and thus impact the school district budgets, until the third year.

East Bernard, Louise, and Boling ISD's have all agreed to move forward with this proposal. Wharton ISD is discussing the issue at their board meeting on October 15<sup>th</sup>.

**ECISD Board Policy** None.

**Effective Date** October 15, 2013

**Previous Board Action** The need for the GIS mapping system and the current proposal were discussed at a joint meeting of the El Campo IS Board of Trustees and El Campo City Council held on October 7, 2013.

**Future Action Expected** None.

**Background Information and Significant Issues**

GIS (geographic information system) is a system designed to capture, store, manipulate, analyze, manage, and present all types of geographical data. In a general sense, the term describes any information system that integrates, stores, edits, analyzes, shares, and displays geographic information for informing decision making. GIS allows users to create interactive queries (user-created searches), analyze spatial information, edit data in maps, and presents the results of all these operations.

<b>Fiscal Impact</b>	<p>Total cost of system is \$104,417.86 plus an annual maintenance fee of \$17,266.</p> <p>The district's budget would not be impacted until 2016 when we would pay our percentage of the third payment of \$34,805.95 (which includes two year's annual maintenance) and thereafter when we would pay our percentage of the annual maintenance fee.</p>
<b>Student and Public Benefit</b>	<p>The primary benefit of this system will be for the County and cities, but there are some applications that could benefit the school district. In a bigger picture, the project will benefit the development of the community as a whole.</p>
<b>Procedural and Reporting Implications</b>	<p>Notification to Chief Appraiser, Tylene Gamble.</p>
<b>Public Comments</b>	<p>None.</p>
<b>Alternatives</b>	<p>None.</p>
<b>Other Comments and Related Issues</b>	<p>None.</p>
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Copy of Cities' and County's Proposal to the Wharton County Central Appraisal District</li> </ul>
<b>Contact Person(s)</b>	<p>Mark Pool, Superintendent of School</p>
<b>Action Required</b>	<p>No action required.</p>
<b>Superintendent's Recommendation</b>	<p>This is a discussion item only.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>



July 23, 2013

Wharton County Central Appraisal District  
Attn: Tylene Gamble

Our efforts over the past few years to develop a comprehensive GIS solution that will provide the general public and the taxpayers with useful information always brings us back to the point of needing the parcel base map as the foundation. All of the entities that are willing to contribute in order to get us to that point recognize this fact and know that it makes the most sense to work together to not duplicate efforts and that the CAD should be the keeper of the parcel base map as all changes go through this office.

We have all listened to the BIS Consulting presentation and are confident that we can work with this vendor to achieve the additional GIS layers that we all want to include on top of the parcel base map. This will allow us to utilize GIS internally for many applications in our operations as well as providing convenience for the public to access geographical information such as a potential developer researching ownership information about a particular parcel and studying nearest available utilities and amenities. All this information can be placed on a website to retrieve that data at their convenience without having to wait on a staff person to get that information for them; this will provide a valuable advantage to a developer to make informed and timely decisions and will encourage development in our rural and incorporated areas which will increase our tax base and be beneficial to multiple entities.

As we are all taxing entities, our goal here is to be equitable to all concerned. We understand the desire to spread the payments over a three year period to allow funding to be distributed; however, this is ultimately just pushing the maintenance that should be shared by all entities into the year three payment. The proposal from BIS states that the process will be completed in 8 – 12 months. Our proposal is as follows:

Year 1 payment \$34,805.95 – Split 50% Wharton County, 22.5% City of Wharton, 22.5% City of El Campo, 5% City of East Bernard

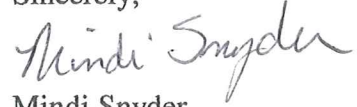
Year 2 payment \$34,805.95 – Taken out of Wharton County Central Appraisal District Reserves

Year 3 payment \$34,805.95 – Included in Wharton County Central Appraisal Budget since this represents two years of GIS maintenance which will not be added into your budget until the following year at an annual amount of \$17,266 but there will be two years of savings for the CAD budget as the current maintenance should be taken out in year 2 and year 3.

The proposal would be for this process to begin in January 2014 as the new budget for Wharton County will be in place as well as for the cities. We will be happy to come to your meeting to discuss this proposal and share our thought process. Ultimately, this will serve as a very valuable tool for all entities involved in terms of allowing Wharton County to be progressive with the technology that we are missing out on today as a <sup>67</sup>great economic development tool.

Please let me know if you have any questions and thank you for your assistance in this process.

Sincerely,

A handwritten signature in cursive script that reads "Mindi Snyder".

Mindi Snyder  
City Manager

Cc: Wharton County, Judge Phillip Spenrath  
City of Wharton, City Manager, Andres Garza, Jr.  
City of East Bernard, Mayor Buck Boettcher  
City of El Campo, Mayor Richard Young

**Curriculum and Instruction** Report on Students Achieving Level III – Advanced Academic Performance on State Assessments

**Summary** In the Board Monitoring Document under State Performance Index No. 4, Postsecondary Readiness, the objective is to increase the percentage of students scoring at the state-set Level III – Advanced Academic Level on state assessments. The *Monitoring Document* calls for the administration to report the percentage of students reaching the Advanced Academic Level status by campus and for the district. The target is that students achieving Advance Academic status across grades by subject will increase annually. The 2013 assessment reports will serve as the base-line data.

**ECISD Board Policy** EKB(LLEGAL) – TESTING PROGRAMS, STATE ASSESSMENTS

**Effective Date** 2012-2013 School Year

**Previous Board Action** The Board annually reviews a report on the number of students achieving Level III – Advance Academic Performance on state assessments.

**Future Action Expected** The Board annually reviews a report on the number of students achieving Level III – Advance Academic Performance on state assessments.

**Background Information and Significant Issues** April 2013 STAAR Mathematics

	Total Tested	Satisfactory	Advanced
<b>Grade 3</b>	261	62.84%	11.11%
<b>Grade 4</b>	278	58.63%	11.15%
<b>Grade 5</b>	271	76.75%	17.71%
<b>Grade 6</b>	252	49.60%	3.57%
<b>Grade 7</b>	225	63.56%	2.67%
<b>Grade 8</b>	214	74.77%	0.00%

**April 2013 STAAR Reading**

	<b>Total Tested</b>	<b>Satisfactory</b>	<b>Advanced</b>
<b>Grade 3</b>	265	70.94%	11.7%
<b>Grade 4</b>	277	54.87%	9.75%
<b>Grade 5</b>	270	66.30%	45.56%
<b>Grade 6</b>	251	53.78%	9.96%
<b>Grade 7</b>	228	74.56%	9.21%
<b>Grade 8</b>	243	77.78%	13.58%

**April 2013 STAAR Writing**

	<b>Total Tested</b>	<b>Satisfactory</b>	<b>Advanced</b>
<b>Grade 4</b>	276	51.45%	3.99%
<b>Grade 7</b>	229	76.86%	2.62%

**April 2013 STAAR Science**

	<b>Total Tested</b>	<b>Satisfactory</b>	<b>Advanced</b>
<b>Grade 5</b>	270	77.04%	9.26%
<b>Grade 8</b>	243	74.07%	9.46%

**April 2013 STAAR Social Studies**

	<b>Total Tested</b>	<b>Satisfactory</b>	<b>Advanced</b>
<b>Grade 8</b>	243	62.14%	11.52%

**Spring 2013 Algebra I EOC**

	Total Tested	Satisfactory	Advanced
<b>ECHS</b>	204	60.78%	4.41%
<b>ECMS</b>	29	100.0%	37.93%

**Spring 2013 English I Reading EOC**

	Total Tested	Satisfactory	Advanced
<b>ECHS</b>	249	65.46%	12.05%

**Spring 2013 English I Writing EOC**

	Total Tested	Satisfactory	Advanced
<b>ECHS</b>	265	51.70%	1.89%

**Spring 2013 English II Reading EOC**

	Total Tested	Satisfactory	Advanced
<b>ECHS</b>	250	80.40%	22.0%

**Spring 2013 English II Writing EOC**

	Total Tested	Satisfactory	Advanced
<b>ECHS</b>	249	55.42%	2.81%

**Spring 2013 Biology EOC**

	Total Tested	Satisfactory	Advanced
<b>ECHS</b>	26	53.85%	0.00%

**Spring 2013 U.S. History EOC**

	Total Tested	Satisfactory	Advanced
<b>ECHS</b>	214	74.3%	12.15%

<b>Fiscal Impact</b>	Unknown
<b>Student and Public Benefit</b>	Monitoring the number of students achieving Advance Academic Performance will keep us focused on the need to increase that number.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	Kelly Waters, Assistant Superintendent of Curriculum and Instruction
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is an information item only. <b>Mark Pool, Superintendent of Schools</b>

**Agenda Item Summary Sheet (7 A)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Discussion Only***

**Governance**

Discuss Appointment of Community Facilities Advisory Committee

**Summary**

In 2004-2005 the Board appointed a Community Facilities Advisory Committee to review facility needs and report to the Board. Ultimately, the committee's report resulted in the Board calling a bond election for the construction of a new middle school and new practice gym at the high school.

As we begin to think about our immediate and long-term facility needs and the possibility of a future bond election, I believe it is time to once again solicit the input and help from the community. I would propose that the Board appoint a Community Facilities Advisory Committee to provide a "best course of action" to the Board by June 1, 2014.

A proposed charge to the committee would be as follows:

*The Board of Trustees and Administration of El Campo Independent School District respectfully request the assistance of the Community Facilities Advisory Committee in developing a "best course of action" for addressing facilities needs in the District. Recommendations should be presented that are reflective of the ECISD Community, and that adequately consider ECISD demographics, educational structure and grade level groupings, facilities rehabilitation needs, new facilities needs, financial and funding impacts, and timelines for implementation. General solutions and general costs should be the focus rather than specific solutions, designs, and costs. The Committee is encouraged to solicit inputs from the ECISD Community but recommendations and the "best course of action" should come from the appointed committee. The Board and Administration pledge their support to the Committee in providing information and resources for the Committee to handle its charge. It is desired that a final report on recommendations and the "best course of action" be presented to the Board of Trustees no later than June 1, 2014.*

**ECISD Board Policy**

None.

**Effective Date**

October 15, 2013.

**Previous Board Action**

The Board used a Community Facilities Advisory Committee in 2004-2005.

The Board discussed the appoint of a current Community Facilities Advisory Committee at a regular meeting on August 27, 2013

**Future Action Expected**

Appointment of committee at the regular board meeting on November 19, 2013.

**Background Information and Significant Issues**

The previous Community Facilities Advisory Committee had a total of 50 members with each Trustee recommending six committee members and the Superintendent recommending eight. Committee membership should be representative of the demographics of the community.

The Committee as a whole met monthly. If the committee is appointed in September, with an organizational meeting in October, the committee will have eight months to complete their charge prior to making a recommendation of "best course of action" to the Board prior to June 1, 2014.

Possible projects for the Committee to consider include:

- High School Auditorium Renovations and Upgrades
- FFA Project Center
- Ricebird Stadium Field House and Restrooms
- Myatt Elementary School Renovations and Addition

**Fiscal Impact**

None.

**Student and Public Benefit**

Work of this committee should result in a capital improvement program that will provide students with an improved learning environment and the public with a program that taxpayers can support.

**Procedural and Reporting Implications**

None.

**Public Comments**

None.

**Alternatives**

Decide not to appoint the committee.

**Other Comments and Related Issues**

None.

**Attachments**

None.

<b>Contact Person(s)</b>	Mark Pool, Superintendent of Schools
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is a discussion item only. <b>Mark Pool, Superintendent of Schools</b>

**Agenda Item Summary Sheet (7 B)**  
**Meeting Date: October 15, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Item***

<b>Governance</b>	Appoint Members to Serve on Joint Committee for Norris Street Project
<b>Summary</b>	As was discussed at the joint meeting of the El Campo ISD Board of Trustees and the El Campo City Council on October 7, 2013, the board president needs to appoint at least two board members to serve on a joint committee with city council members to plan for the Norris Street Project.
<b>ECISD Board Policy</b>	None.
<b>Effective Date</b>	October 15, 2013.
<b>Previous Board Action</b>	Discussion at joint meeting of the El Campo IS Board of Trustees and El Campo City Council on October 7, 2013..
<b>Future Action Expected</b>	None.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	Joint collaboration between the school district and city will ensure the mutual benefit of all on this project.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	Decide not to appoint the committee.
<b>Other Comments and Related Issues</b>	None.

<b>Attachments</b>	None.
<b>Contact Person(s)</b>	Mark Pool, Superintendent of Schools
<b>Action Required</b>	Board President appoints committee members.
<b>Superintendent's Recommendation</b>	I recommend that the Board President appoint at least two board members to serve on a joint committee with city council members to plan for the Norris Street Project. <b>Mark Pool, Superintendent of Schools</b>