

# 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 December 17, 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.

1. Personnel
2. Call to Order/Opening Prayer/Pledge of Allegiance
3. Public Comment
4. Public Hearing for Highly Qualified Staff Certification 4
5. Recognition
6. Recognition of Becky Popp for Outstanding Service to the Business Department
7. Consent Agenda
  - A. Business and Support Services
  - B. Students
8. Governance
  - A. Consider Approval of TASB Local Policy Update 98 5
9. Consider Approval of the Minutes: 7
  - A. November 19, 2013 - Regular Meeting 9
10. Annual Review of District Technology Plan 12
11. Review of Monthly Financial Reports 34
12. Review Quarterly Investment Reports 42
13. Review of Checks Written for the Month of November 57
14. Personnel
15. Curriculum and Instruction
16. Business and Operations
  - A. Consider Authorizing the Superintendent to Utilize the Two-Step Method for Selection of a Construction Manager at Risk for the High School Auditorium Renovations 59
  - B. Discuss Construction Progress on the High School Baseball and Softball Field Complex
  - C. Report on Pending Purchase of Property for FFA Project Center
17. Accept Check from American Express for the El Campo Independent School District Education Foundation in the Amount of \$37,500.00 78
18. Consider Approval of Construction Manager at Risk as the Construction Delivery Method for the High School Auditorium Renovations 80
19. Consider Approval of Weighted Criteria for Selection of the Construction Manager at Risk for the High School Auditorium Renovations 85
20. Review Timelines for the Selection of a Construction Manager at Risk for the High School Auditorium Renovations 89

21. Review Timelines for Accepting Competitive Sealed Proposals for the Myatt and Northside Elementary Security Entrances and Northside Elementary Canopy System	91
22. Review Timelines for Accepting Competitive Sealed Proposals for Repair and Resurfacing of the Track at Ricebird Stadium and Resurfacing of the High School Tennis Courts	93
23. Discuss Scope of Work and Opinion of Probable Cost for Ricebird Stadium Field House and Public Restrooms Project	95
24. Discuss Work of Community Facilities Advisory Committee	
25. Curriculum and Instruction	
A. Report on the Number of Students Demonstrating College Readiness as Defined by the Texas Academic Performance Report	96
26. Governance	
A. Consider Offer by the City of El Campo to Purchase Tax Resale Property	99
B. Consider Approval of Revised Local Policy GKC (LOCAL) - COMMUNITY RELATIONS, VISITORS TO SCHOOLS	
C. Review Proposed School Calendar	
D. Discuss Annual Superintendent Performance Evaluation Process and Set Date and Time for Annual Evaluation	
27. Review Administrative Regulation on Registered Sex Offenders on Campus	
28. Board President to Announce Individual Board Member Training Hours	
29. Review Progress Report on Superintendent Performance Goals	
30. Closed Session:	
31. 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.	
32. Personnel	
33. Consider Accepting Resignation of Northside Elementary School Principal Molli Bodungen	
34. Consider Approval of Interim Principal for Northside Elementary School	
35. Superintendent's Report	
A. Personnel	
36. Governance	
A. January Activity Calendar	
37. Preliminary Agenda for January 21, 2013	
38. Business and Support Services	
39. Curriculum and Instruction	
40. Students	
A. Monthly DAEP Report	
41. Monthly SRO Report	
42. Community and Governmental Relations	
43. Legislative Update	
44. Adjournment	

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

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on December 13, 2013 at 2:00 p.m.

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For the Board of Trustees

El Campo Independent School District

LEA Reporting of Progress in Meeting Highly Qualified Teacher Requirements

December 17, 2013

		Percentage of Classes Taught by Highly Qualified Teachers	Percentage of Highly Qualified Teachers	Percentage of Teachers receiving high-quality professional development
<b>Texas Education Agency 2006-2007 and Beyond Target</b>		<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>ECISD 2006-2007 and Beyond Target</b>		<b>100%</b>	<b>100%</b>	<b>100%</b>
	ECISD 2013 – 2014 Actual	100%	100%	100%
	ECISD 2012-2013 Actual	98.8%	98.8%	100%

		Percentage of Classes Taught by Highly Qualified Teachers	Percentage of Highly Qualified Teachers	Percentage of Teachers receiving high-quality professional development
<b>2013-2014</b>				
	ECHS	100%	100	100%
	ECMS	100%	100%	100%
	Northside	100%	100%	100%
	Hutchins	100%	100%	100%
	Myatt	100%	100%	100%
<b>2012- 2013</b>				
	ECHS	94.4%	94.4%	100%
	ECMS	100%	100%	100%
	Northside	100%	100%	100%
	Hutchins	100%	100%	100%
	Myatt	100%	100%	100%

**Agenda Item Summary Sheet (4 A.2)**  
**Meeting Date: December 17, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Approval of Localized Policy Update 98
<b>Summary</b>	<p>Last month you received a copy of the Explanatory Notes, <i>Vantage Points</i> and a copy of actual policy changes for Localized Update 98.</p> <p>According to guidelines established by TASB Policy Service, Board action on Localized Update 98 must occur within a properly posted, open meeting of the Board.</p> <p>The Board's action on Localized Update 98 must be reflected in Board minutes. The Instruction Sheet —annotated to reflect any changes made by the Board—and the Explanatory Notes for the update should be filed with the Board minutes where they comprise the authoritative historical record of the District's policy manual. A copy of the replaced or rescinded (LOCAL) policies should also be retained in the historical record.</p>
<b>ECISD Board Policy</b>	BF (LOCAL), BOARD POLICES
<b>Effective Date</b>	December 17, 2013
<b>Previous Board Action</b>	Localized Policy Update 98 was presented at the regular meeting on November 19, 2013, for the Board's review.
<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>	Board policies are designed to promote fair and equitable treatment for all district patrons.
<b>Procedural and Reporting Implications</b>	Following Board approval, TASB Policy Service will be notified so this action may be reflected in our Localized Policy Manual as it appears on TASB's Web server for <i>Policy On-Line</i> .

<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>	Mark Pool, Superintendent of School
<b>Action Required</b>	Motion, second and majority vote to add, revise, or delete (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 98.
<b>Superintendent's Recommendation</b>	I recommend that you approve the (LOCAL) policies as recommended by the TASB Policy Service according to the Instruction Sheet for Localized Policy Manual Update 98 as a part of the Consent Agenda.  <b>Mark Pool, Superintendent of Schools</b>

**Agenda Item Summary Sheet (4 A.1)**  
**Meeting Date: December 17, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Minutes of Previous Meetings
	A. November 19, 2013 – Regular Meeting
<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>	December 17, 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.

**Attachments**

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

1. Regular Meeting – November 19, 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  
November 19, 2013**

The Board of Trustees of the El Campo Independent School District met in a Regular Session November 19, 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, Carolyn Gordon, Kelly Waters, Dianne Cerny, Scott Gelardi, Mark Freeman, Dan Hammock, Malcolm Gaus, Scott Valenta, Chris Davlin, Matthew Zahn, Stanley Petrisky, Julie Strnadell, Thomas E. Krenek, Pat Krpec, David Rose, Carl Woodworth, Kate Manriquez, Steven Staff

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

**PUBLIC COMMENT:**

**RECOGNITION:** There was no recognition.

**CONSENT AGENDA:** Ralph Novosad requested that Item A3 be removed from the Consent Agenda. A motion was made by Tim Supak and seconded by David Hodges to approve the consent agenda with the exception of Item A3 and with corrections to the minutes of the October 15, 2013 Regular Meeting:

- A. Governance
  - 1. Consider Approval of the Minutes
    - a. October 15, 2013 – Regular Meeting
  - 2. Approve Superintendent Performance Evaluation Process Instrument
  - 3. Consider Approval of Real Estate Sales Contract and Facilities Use Agreement with El Campo Little League
- B. Business and Support Service
  - 1. Consider Acceptance of Donation by Ricebird Booster Club
  - 2. Consider Acceptance of Donation by Mobley Affiliates
  - 3. Consider Resolution to Commit Fund Balance
  - 4. Review of Monthly Financial Reports
  - 5. Review of Checks Written for the Month of October
- C. Personnel
- D. Curriculum and Instruction
  - 1. Approve Appointment of Local Instructional Materials Selection Committee
- E. Students

Motion carried unanimously.

## ***BUSINESS AND OPERATIONS***

**DISCUSS CAPITAL IMPROVEMENT PROJECTS:** Mr. Pool gave an update on the progress of the Capital Improvement Projects.

**REPORT ON AUDITORIUM PROJECT BASE PROPOSAL, ALTERNATES, AND PHASES:** Malcolm Gaus reported on the October 9, 2013 including the base proposal, the alternates and the phases of the Auditorium Project Base Proposal, Alternate Ideas the Phases of the Phases of Construction.

**CONSIDER AUTHORIZING SUPERINTENDENT TO NEGOTIATE PURCHASE OF PROPERTY FOR FFA PROJECT CENTER:** A motion was made by James Russell and seconded by J. J. Croix to authorize the Superintendent to negotiate the purchase of property for the FFA Project Center. Motion carried unanimously.

## ***CURRICULUM AND INSTRUCTION***

**REVIEW OF SPECIAL EDUCATION PROGRAM:** Dan Hammock, Director of Special Education reviewed the Special Education Program that includes El Campo, Rice and Louise Districts and the Behavior Programs at Garwood Elementary School, El Campo Middle School, and El Campo High School. Mr. Hammock reviewed the Deaf Education Program and the costs and materials that are shared by the Region school districts. He also reviewed the Orientation and Mobility Specialist and the services provided.

## ***GOVERNANCE***

**REQUEST BY LARRY DARNELL LEE TO ADDRESS THE BOARD REGARDING A CRIMINAL TRESPASS WARNING:** Mr. Lee was not present at the meeting.

**REVIEW ADMINISTRATIVE REGULATION ON REGISTERED SEX OFFENDERS ON CAMPUS:** Mr. Pool reviewed the Administrative Regulation on Registered Sex Offenders on Campus. Policy is currently being reviewed by TASB. The District attorney is also reviewing the policy.

**APPOINT COMMUNITY FACILITIES ADVISORY COMMITTEE AND APPROVE COMMITTEE'S CHARGE:** A motion was made by James Russell and seconded by Tim Supak to appoint the Community Facilities Advisory Committee as presented and with the addition of three members yet to be determined and approve the Committee's Charge. Motion carried unanimously.

**APPOINT MEMBERS TO NORTHSIDE EDUCATION CENTER:** A motion was made by James Russell and seconded by David Hodges to appoint Todd Fuechec and to reappoint David Wendt to the Northside Education Center Board. Motion carried unanimously.

**REVIEW BOARD MEMBER CONTINUING EDUCATION HOURS:** Mr. Pool reviewed Board Member Continuing Education hours.

**DISCUSS TEAM OF EIGHT TRAINING:** Mr. Pool and the Board discussed Team of Eight Training to be held in January.

**REVIEW TASB POLICY SERVICE LOCALIZED POLICY UPDATE 98:** Mr. Pool reviewed the TASB Policy Service Localized Policy Update 98 and the Vantage Points for Policy Update 98.

***CLOSED SESSION***

**EXECUTIVE SESSION**: There was no Executive Session.

***PERSONNEL***

***SUPERINTENDENT'S REPORT***

- A. Governance
  - 1. Preliminary Agenda for December 17, 2013
  - 2. December Activity Calendar
- B. Business and Support Services
  - 1. Review of Foundation School Program Funding Status
- C. Personnel
  - 1. Annual Staffing Report for Beginning of School
- D. Curriculum and Instruction
- E. Students
  - 1. First Nine-Weeks Report on Enrollment and Attendance
  - 2. Monthly DAEP Report
- F. Community and Governmental Relations
  - 1. Legislative Update

There being no further discussion, the meeting adjourned at 8:50 p.m.

DRAFT

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PRESIDENT

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SECRETARY

**Agenda Item Summary Sheet (4 B.1)**  
**Meeting Date: December 17, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Item***

<b>Consent Agenda: Business and Support Services</b>	Review of District Technology Plan
<b>Summary</b>	A copy of the 2014-2015 El Campo ISD Technology Plan is included as an attached document for your consideration. Of particular interest may be the <i>Executive Summary</i> on pages 5-6.
<b>ECISD Board Policy</b>	No specific policy on Technology Plans
<b>Effective Date</b>	2014-2015 School Year
<b>Previous Board Action</b>	The District's Technology Plan is reviewed on an annual basis before it is submitted to the Texas Education Agency during the spring semester.
<b>Future Action Expected</b>	The District's Technology Plan is reviewed on an annual basis before it is submitted to the Texas Education Agency during the spring semester.
<b>Background Information and Significant Issues</b>	<p>The following is a list of the goals outlined in the ECISD Technology Plan:</p> <p>Goal 1 - <u>Teaching and Learning</u>: Improve student achievement and teacher effectiveness through the use of technology. (pp.10-11)</p> <p>Goal 2 – <u>Educator Preparation and Development</u>: Encourage teachers and staff to increase their computer proficiency, thereby raising teacher standards. (pp. 12-13)</p> <p>Goal 3 – <u>Leadership, Administration and Support Services</u>: The administration will provide effective leadership for the district in integrating technology into the curriculum and administrative functions, thereby improving student success and administrative effectiveness and efficiency. (pp.14-15)</p> <p>Goal 4 – <u>Infrastructure for Technology</u>: Support, maintain, and upgrade the infrastructure as required to meet present and future demands. (pp.16-18_</p> <p>Objectives and strategies for the accomplishment of each of these goals can be reviewed in the plan document on the pages indicated.</p> <p>Of additional interest may be the needs assessment and</p>

identified technology needs listed on pages 7-9.

<b>Fiscal Impact</b>	The Technology Plan Budget of \$\$786,300 can be viewed on page 19.
<b>Student and Public Benefit</b>	ECISD students benefit by having current technology for educating them to become productive citizens in the Information Age.
<b>Procedural and Reporting Implications</b>	This plan must be filed with TEA annually.
<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 ISD Technology Plan, 2014-2015</li></ul>
<b>Contact Person(s)</b>	Turk Krenek, Director of Information Management Systems
<b>Action Required</b>	<p>The support people at the Texas Education Agency recommend that technology plans be presented to School Boards as information items only, so that they can be changed as needs change.</p> <p>Technology Plans do not require School Board approval.</p>
<b>Superintendent's Recommendation</b>	<p>Information only.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>

# **EL CAMPO ISD Technology Plan**

**2014 - 2015**

**ROBERT POOL**

**SUPERINTENDENT**

## DISTRICT PROFILE

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

<b>Number of Campuses</b>	5
<b>Total Student Enrollment</b>	3593
<b>District Size</b>	3,000 - 4,999
<b>Percent Econ. Disadvantaged</b>	64.99%

<b>Technology Expenditures</b>	\$786,300.00
<b>Technology budgets reported in plan by category</b>	Teaching and Learning Budget \$233,422.00 Educator Preparation and Development Budget \$205,000.00 Leadership, Administration and Support Budget \$143,000.00 Infrastructure for Technology Budget \$204,878.00 <b>Total: \$786,300.00</b>
<b>Technology Expenditure Per Pupil</b>	\$218.84
<b>Number of Campuses with High-Speed Broadband Internet Access</b>	5
<b>Percentage of Campuses with High-Speed Broadband Internet Access</b>	100.00%
<b>Number of Classrooms with High-Speed Broadband Internet Access</b>	284
<b>Percentage of Classrooms with High-Speed Broadband Internet Access</b>	100.00%
<b>Computer/Student Ratio</b>	3 student(s) for every computer
<b>Computer/Teacher Ratio</b>	1 teacher(s) for every computer
<b>Number of campuses that need to complete the Texas Campus STaR Chart</b>	5
<b>Percentage of campuses that have completed the Texas Campus STaR Chart</b>	100.00 %

**CIPA Compliance**

CIPA compliance was certified by the district on 12/15/2013. ECISD utilizes a Cymphonix Internet Filter appliance. This appliance filters all inbound and outbound internet traffic from all computers and workstations in the district. All students in ECISD are required to take a Computer Ed class prior to completing their 8th grade. In this class, the students are taught the dangers of cyber-bulling, and are taught safe internet and email practices. They review the AUP that they must sign, which explains the consequences for unauthorized, hacking, using accounts that are not theirs, and sharing or disclosing personal information. The other campuses use the CommonSense curriculum to teach a unit in computer internet safety.

# Plan Introduction

Plan Last Edited 12/15/2013

**Plan status:** submitted  
**Years Included in the Plan:** 2014 - 2015  
**Number of years covered by the plan:** 1

**Does the district file E-Rate?** yes

## Technology Planning Committee

Mark Pool - Superintendent  
 Thomas Krenek - Director Information Services  
 Carolyn Gordon - Asst Superintendent for Federal Programs  
 David Bright - Asst Superintendent for Finance  
 Kelly Waters - Asst Superintendent for Curriculum  
 Tana Martin - Assessment Coordinator  
 Chris Skinner - Instructional Technologist  
 Donald Oldag - Network Manager  
 Marsha Payne - Community Representative  
 Delores Janik - Elementary Instructional Coach  
 Laura Deiss - Elementary Instructional Coach  
 NaShay Little - Elementary Instructional Coach  
 Gwen Johnson - Elementary Instructional Coach  
 Rhea Prasek - Elementary Instructional Coach  
 Summer Dorotik - MS Instructional Coach  
 Brenda Tomanek - MS Instructional Coach  
 Jana Fernandez - MS Instructional Coach  
 Tammy DuBroc - MS Instructional Coach  
 Debbie Hamman - HS Instructional Coach  
 BJ Swensen - HS Instructional Coach  
 Sheri Janke - HS Instructional Coach  
 Stephanie Jensen - HS Instructional Coach  
 Liz Graves - Principal, Myatt Elementary  
 Mauri Couey - Principal, Hutchins Elementary  
 Mollie Bodungen - Principal, Northside Elementary  
 Mark Freeman - Principal, El Campo Middle School  
 Rich DuBroc - Principal, El Campo High School  
 Dellinda Hyer - Library Services, El Campo ISD

# Executive Summary

## INTRODUCTION

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

## VISION

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

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

## GOALS

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

## STAFF DEVELOPMENT

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

## BUDGET AND SUSTAINABILITY

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

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

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

The school district is also participating in the E-rate program. For funding year 2014/2015, El Campo ISD will apply for approximately \$150,000 in E-rate eligible services and equipment. We have included in our budget the matching funds necessary to secure this funding.

#### NEEDS ASSESSMENT AND PLAN EVALUATION

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

#### Internet Safety Policy

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

## Needs Assessment

### Assessment Process:

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

### Existing Conditions:

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

#### Telecommunications:

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

#### Internet Access:

01 DS3 Circuits (250 Mb to ISP)  
 ISP for unlimited number of nodes

#### Computer Infrastructure Hardware:

(Category 5, Level 2 Fiber Backbone)  
 07 Campus and Admin Application Servers  
 01 Special Ed Manager Server  
 01 Destiny Library Automation Server  
 01 Email Server  
 01 Cymphonix Internet Filter Appliance  
 01 Intranet Server  
 01 FTP Server  
 01 Cisco ASA 5550 Firewall  
 01 Cisco 3800 Router  
 02 Cisco 2811 Router  
 08 Cisco 3750G Fiber Switch  
 57 Cisco 3560G POE Switches  
 340 Cisco 1548 Classroom Switch  
 1500 Windows Win7Pro/XP Workstations  
 600 Windows Win7ProXP/ Laptops  
 75 Network Laser Printers  
 14 Network Copiers  
 06 Network MFP  
 350 Deskjet Printers  
 01 Staff Development Studio (To ESC)  
 255 LCD Projectors  
 255 Document cameras  
 03 Canon Professional Cameras  
 35 Flatbed Scanners  
 185 Interactive WhiteBoards  
 97 Apple iPad Tablets  
 98 Wireless Access Points  
 01 EtherneTV Suite Bundle  
 01 Video Control Unit  
 01 VOD Server  
 07 WM Single Channel Encoder

05 WM Dual Channel Endoder  
 20 IP Reciever Decoder  
 07 Polycom Video Conference Unit  
 01 SuccessMaker Server

**Software:**

08 Windows Server 2012  
 02 Windows Server 2008  
 01 Skyward Student Accounting Software  
 999 Symantec EndPoint Protection Software  
 363 Microsoft 3.0 Office School Agreement  
 300 FilemakerPro 6.0  
 175 FastForward Software  
 03 Campus License Sleek Software  
 03 Campus License Heartbeeps Software  
 02 Campus License A+ Software  
 04 Campus License Accelerated Reader  
 01 Campus License Accelerated Math  
 01 District License Destiny Library Automation  
 Misc Other Campus Specific Software

**Misc. Electronics:**

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

**Technical Support:**

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

**Technology Needs:**

Teaching and Learning:

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

Educator Preparedness:

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

Administration and Support:

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

Infrastructure for Technology:

1. Increase Bandwidth to ISP and ESC III.
2. Continue program of planned obsolescence, so that all computer workstations are less than 5 years old.
3. Continue to make lab space available, so that we can reach the student to computer ratio of 1:1 on each campus.

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

## Goals, Objectives, and Strategies

<b>GOAL 1: Teaching and Learning: Improve student achievement and teacher effectiveness through the use of technology.</b>				
<b>OBJECTIVE 1.1:</b>				
All teachers in ECISD will integrate technology into their classroom instruction in an effort to increase student achievement.				
<i>Budget Amount \$233,422.00</i>				
<i>LRPT category: Teaching and Learning</i>				
E-Rate Correlates: ER01				
NCLB Correlates: 01, 02, 04a, 07, 11				
<i>Strategies</i>	<i>State/Status:</i>	<i>Timeline:</i>	<i>Person(s) Responsible:</i>	<i>Evidence:</i>
1.1.1: Campus Technology Committees will meet twice each semester to identify campus technology needs and identify best teaching practices which integrate technology into the classroom  LEA LRPT Correlates: LAS07, LAS13, TL06	State: Original  Status: In Progress	December 2014 and May 2015	Campus Principals, Tech Committee Chairman	Meeting Agendas and sign-in sheets
1.1.2: Continue to purchase Microsoft School Agreement so that Office productivity software is available on every student and teacher workstation.  LEA LRPT Correlates: I09	State: Original  Status: In Progress	November 2014	Director of Information Services	Annual Contract, Purchase Order
1.1.3: Increase the number of students able to utilize FastForward Software by increasing the seat licenses, and offer on all campuses  LEA LRPT Correlates: TL04, TL05, TL06	State: Original  Status: In Progress	August 2014	Language Arts Facilitators Asst Superintendent of Instruction	Purchase Order, Benchmark testing Results
1.1.4: Purchase campus appropriate software to address K-8 TA TEKS for keyboarding, email, word processing, spreadsheets and database, and advanced web based applications  LEA LRPT Correlates: TL01	State: Original  Status: In Progress	July 2014	Director of Information Services, Campus Tech Committee	Purchase Order, Erate FCDL, Tech Committee Recommendations
1.1.5: Continue to utilize existing technology based programs, such as Accelerated Reader, Accelerated Math, Ellis Essentials, Odysseyware, Destiny and A Plus to aid in improving academic achievement. Purchase additional software.  LEA LRPT Correlates: TL03	State: Original  Status: In Progress	September 2014 - May 2015	Campus Librarians, Teacher Technology Specialist, Campus Principals	Benchmark Tests
1.1.6: Increase the number of Technology Application courses offered for instruction to high school students to	State: Original	August 2014	Board of Education, ECHS Counselors	Course Requests

	include Webmastering, Multimedia, Video Technology and Digital Graphics  LEA LRPT Correlates: TL02	Status: In Progress			
1.1.7:	Increase the number of Dual Credit and Concurrent Credit Course offerings from Wharton County Junior College, and other online sources, via ITV and Distance Learning.  LEA LRPT Correlates: LAS15, TL09, TL13	State: Original  Status: In Progress	September 2014	ECHS Principal, ECHS Counselors	Course Requests
1.1.8:	Continue to use library automation and research software at each campus in order to improve library efficiency and increase student exposure to technology  LEA LRPT Correlates: TL10, TL11	State: Original  Status: In Progress	July 2014 - June 2015	Campus Librarians	MARC Records
1.1.9:	Continue to utilize CScope and the common assessment approach to obtain research driven data, so that we can better target individual learning weaknesses.  LEA LRPT Correlates: TL07	State: Original  Status: In Progress	October 2014 - June 2015	Superintendent, Assessment Coordinator, Subject-area Facilitators	Benchmark and Assessment results

<b>GOAL 2: Educator Preparation and Development: Encourage Teachers and Staff to increase computer proficiency, thereby raising teaching standards.</b>					
<b>OBJECTIVE 2.1:</b>					
All of ECISD teachers will continue professional development training, as mandated by the El Campo ISD School Board.					
<i>Budget Amount \$200,000.00</i>					
<i>LRPT category: Educator Preparation and Development</i>					
E-Rate Correlates: ER02					
NCLB Correlates: 01, 02, 03, 04b, 08					
<i>Strategies</i>		<i>State/Status:</i>	<i>Timeline:</i>	<i>Person(s) Responsible:</i>	<i>Evidence:</i>
2.1.1:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in communicating with parents and the community via Teacher Web Pages, Skyward Family Access, SchoolMessenger and other electronic methods.  LEA LRPT Correlates: EP03, LAS06, TL15	State: Original  Status: In Progress	July 2014 - August 2015	Instructional Technologist	Staff Development Sign-in sheets
2.1.2:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in the use of Word Processing, SpreadSheet and DataBase Software.  LEA LRPT Correlates: EP01	State: Original  Status: In Progress	July 2014 - August 2015	Instructional Technologist	Staff Development Sign-in Sheets
2.1.3:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in sending and receiving email, performing Internet searches and other Web activities  LEA LRPT Correlates: EP05	State: Original  Status: In Progress	July 2014 - August 2015	Instructional Technologist	Staff Development Sign-in Sheets
2.1.4:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in performing routine network logins, drive mappings, file and print sharing, and minor troubleshooting.  LEA LRPT Correlates: EP03	State: Original  Status: In Progress	July 2014 - August 2015	Instructional Technologist	Staff Development Sign-in Sheets
2.1.5:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in electronic grade reporting, attendance submission and other data capturing programs.  LEA LRPT Correlates: EP03	State: Original  Status: In Progress	August 2014 - May 2015	Instructional Technologist	Staff Development Sign-in Sheets, HelpDesk Logs
2.1.6:	Provide professional development opportunities for all Secondary Technology Application and Computer Literacy Teachers and all computer lab aides annually at the TCEA Convention.	State: Original  Status: Planned	February 2015	Director of Information Services	Registration Forms, Staff Development Requests

	LEA LRPT Correlates: EP06				
2.1.7:	Continue just-in-time training by Teacher Technology Specialists to assist teachers in integrating technology utilizing classroom responders, interactive whiteboards, and tablets into their classrooms.  LEA LRPT Correlates: EP01	State: Original  Status: In Progress	September 2014 - May 2015	Instructional Technologist	HelpDesk Requests
2.1.8:	Continue to receive staff development training from ESC3 via the regional communications network.  LEA LRPT Correlates: EP08	State: Original  Status: In Progress	July 2014 - June 2015	Director Information Systems, Instructional Technologist	ESC3 Staff Development Calendar and Sign-in Sheets
2.1.9:	Provide the appropriate type and level of training for various non-teaching support staff, based on the nature of each position.  LEA LRPT Correlates: LAS10	State: Original  Status: Planned	September 2014 - May 2015	Instructional Technologist, ESC3 Staff	Staff Development Sign-in sheets
2.1.10:	Deliver sustained Staff Development programs as necessary to insure all teachers are proficient in the operation of classroom projectors, document cameras, interactive whiteboards, and visual responders.  LEA LRPT Correlates: I05, I09, LAS06, TL08	State: Original  Status: In Progress	August 2014 - May 2015	Director, IS, Instructional Technologist	Staff Development Sign-in rosters. Teacher evaluation reports.

**OBJECTIVE 2.2:**

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

*Budget Amount \$5,000.00*

*LRPT category: Educator Preparation and Development*

E-Rate Correlates: ER01, ER02

NCLB Correlates: 01, 04a, 04b

<i>Strategies</i>		<i>State/Status:</i>	<i>Timeline:</i>	<i>Person(s) Responsible:</i>	<i>Evidence:</i>
2.2.1:	Insure that all Secondary Technology Applications and Computer Literacy Teachers are Highly Qualified and possess the TATCP certification.  LEA LRPT Correlates: EP02, LAS12	State: Original  Status: In Progress	July 2014 - August 2015	Asst Superintendent of Instruction	SBEC Certificate
2.2.2:	Develop Teacher Technology Proficiency Test as a method to access the competencies of our teaching staff.  LEA LRPT Correlates: EP04	State: Original  Status: Planned	March 2015	Director of Information Systems, Instructional Technologist	Pre- and Post-Proficiency Test
2.2.3:	Provide opportunities for teachers to participate in varied technology training, including the Master Technology Teacher Program.  LEA LRPT Correlates: EP07	State: Original  Status: Planned	August 2014 - May 2015	Asst Superintendent for Instruction	Training Requests

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

**OBJECTIVE 3.1:**

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

*Budget Amount \$90,000.00*

*LRPT category: Leadership, Administration and Support*

E-Rate Correlates: ER01

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

Strategies		State/Status:	Timeline:	Person(s) Responsible:	Evidence:
3.1.1:	Hire Highly Qualified and properly certified teaching professionals who are technologically proficient.  LEA LRPT Correlates: EP04	State: Original  Status: In Progress	July 2014 - August 2015	Superintendent	Employment Applications and Contracts
3.1.2:	Continue to provide funding for a full time Technology Support Staff.  LEA LRPT Correlates: EP09	State: Original  Status: In Progress	July 2014	Asst Superintendence for Finance	Annual Budget
3.1.3:	Seek additional sources of funding and utilize third-party grant writers to assist in the acquisition of additional internet bandwidth and other computer devices and technology equipment.  LEA LRPT Correlates: I03, I04	State: Original  Status: In Progress	August 2014 - June 2015	Superintendent, Asst. Superintendent for Instruction	Grant Notifications
3.1.4:	Administration will seek out ways to use social networking media as a means of providing relevant information to stakeholders.  LEA LRPT Correlates: TL15	State: Original  Status: Planned	July 2014 - June 2015	Superintendent, Director IS	Subscription to Twitter and Facebook programs

**OBJECTIVE 3.2:**

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

*Budget Amount \$28,000.00*

*LRPT category: Leadership, Administration and Support*

E-Rate Correlates: ER01

NCLB Correlates: 11

Strategies		State/Status:	Timeline:	Person(s) Responsible:	Evidence:
3.2.1:	All teachers will submit attendance data and grades to a centralized database located on their campus server or to the Cloud.  LEA LRPT Correlates: LAS08	State: Original  Status: In Progress	August 2014 - May 2015	Campus Principals	PEIMS Reports, Report Cards
3.2.2:	All campus clerks will electronically	State:	July 2014 -	PEIMS Coordinator,	PEIMS Reports

	submit student demographic information to a centralized database on the district server, or to the Cloud.  LEA LRPT Correlates: LAS08, TL16	Original  Status: In Progress	May 2015	Campus Principals	
3.2.3:	Make the Skyward Student Management System available to administrators, principals and counselors.  LEA LRPT Correlates: LAS01	State: Original  Status: In Progress	August 2014 - May 2015	Campus Principals	Skyward Program Logs
<b>OBJECTIVE 3.3:</b>					
<p>The administration will continue to seek technological practices that encourage all stakeholders to participate in the education of the students of ECISD.</p> <p><i>Budget Amount \$25,000.00</i> <i>LRPT category: Leadership, Administration and Support</i></p> <p>E-Rate Correlates: ER01 NCLB Correlates: 03, 08, 09, 10</p>					
<i>Strategies</i>		<i>State/Status:</i>	<i>Timeline:</i>	<i>Person(s) Responsible:</i>	<i>Evidence:</i>
3.3.1:	The administration will continue to support Family Literacy Night.  LEA LRPT Correlates: TL12	State: Original  Status: In Progress	August 2014 - May 2015	ESL District Coordinator	Family Literacy Sign - in Logs
3.3.2:	The administration will continue to support parent, student and teacher communication via Skyward Family Access and SchoolCenter  LEA LRPT Correlates: I08, LAS11	State: Original  Status: In Progress	August 2014 - May 2015	Secondary Principals	AUP and Family Access Consent forms
3.3.3:	Lobby the state and federal government for increased funding to support technology initiatives.  LEA LRPT Correlates: I02	State: Original  Status: In Progress	July 2014 - June 2015	Superintendent	Correspondence with State and Federal Representatives
3.3.4:	Encourage community access to ECISD facilities, including Internet connected workstations and Distance Education Studio  LEA LRPT Correlates: I03, LAS09	State: Original  Status: In Progress	July 2014 - June 2015	Director Information Services	ESC Staff Development sign-in sheets

<b>GOAL 4: Infrastructure for Technology: Support, maintain, and upgrade the infrastructure as required to meet present and future demands.</b>					
<b>OBJECTIVE 4.1:</b>					
Administrators, teachers and students will have access to the appropriate resources in order to succeed in a technological environment.					
<i>Budget Amount \$204,878.00</i>					
<i>LRPT category: Infrastructure for Technology</i>					
E-Rate Correlates: ER01, ER02					
NCLB Correlates: 02, 05, 06, 12					
<i>Strategies</i>		<i>State/Status:</i>	<i>Timeline:</i>	<i>Person(s) Responsible:</i>	<i>Evidence:</i>
4.1.1:	Continue with planned obsolescence of computer workstations, so that all computers are less than 5 years old.  LEA LRPT Correlates: I02, I07	State: Original  Status: In Progress	September 2014 - June 2015	Director Information Services	Inventory Reports
4.1.2:	Increase bandwidth by aggregating and Increasing T1/DS3 lines to our ISP. Utilize bandwidth shaping appliance to gain efficiencies of use.  LEA LRPT Correlates: I06	State: Original  Status: Planned	July 2014 - August 2015	Director Information Services	Purchase Order, Erate FCDL
4.1.3:	Leverage our previous investment in our fiber backbone with expanded services for voice, video and data between campuses.  LEA LRPT Correlates: I01	State: Original  Status: Planned	July 2014 - December 2015	Director Information Services	Erate FCDL
4.1.4:	Analyze our current telecommunications system and make enhancements where necessary.  LEA LRPT Correlates: I01	State: Original  Status: In Progress	July 2014 - May 2015	Director Information Services	Erate FCDL
4.1.5:	Utilize full-featured warranty contracts on mission critical hardware, to minimize downtime.  LEA LRPT Correlates: LAS14	State: Original  Status: In Progress	July 2014 - September 2015	Director Information Services	Purchase Orders, Warranty Contracts
4.1.6:	Enhance the video infrastructure to provide video on demand, CCTV and public access programming  LEA LRPT Correlates: I01	State: Original  Status: Planned	January 2015 - May 2015	Director Information Services	Purchase Orders
4.1.7:	Complete the installation of cable television in each classroom to take advantage of distributed learning opportunities provided by cable and satellite providers  LEA LRPT Correlates: I01	State: Original  Status: In Progress	September 2014 - December 2015	Director of Information Services	Inventory Reports
4.1.8:	Utilize Erate funds to replace aging technological infrastructure per ECISD established replacement schedule	State: Original  Status: In Progress	July 2014 - May 2015	Director of Information Services	Inventory Reports, Purchase Orders

	LEA LRPT Correlates: I08				
4.1.9:	Upgrade district email capabilities to provide remote access and web-based email  LEA LRPT Correlates: I01	State: Original  Status: In Progress	July 2014	Director Information Services	Erate FCDL
4.1.10:	Continue to utilize third party specialist for network consultation and design  LEA LRPT Correlates: I01	State: Original  Status: In Progress	July 2014 - June 2015	Director of Information Services	Purchase Order, Network Designs
4.1.11:	Renew annual license for Internet content filtering appliance, as required by CIPA (Children's Internet Protection Act)  LEA LRPT Correlates: TL14	State: Original  Status: In Progress	July 2014 - June 2015	Director Information Services	Purchase Order, License Agreement
4.1.12:	Investigate alternative funding and leasing to secure technology assets.  LEA LRPT Correlates:	State: Original  Status: In Progress	September 2014 - June 2015	Asst Superintendent of Finance	Vendor Price Quotes
4.1.13:	ECISD will access the technology needs of each campus by requiring that 100% of the teachers on that campus complete the Teacher Star Chart.  LEA LRPT Correlates: LAS03	State: Original  Status: Planned	September 2014	Campus Principals	On-line Star Charts
4.1.14:	ECISD will access the Technology needs of the District by competing 100% of the Campus Star Charts.  LEA LRPT Correlates: LAS03	State: Original  Status: Planned	November 2014	Director Information Services	On-Line Star Chart Reports
4.1.15:	ECISD will seek E-Rate funds based on a completed and comprehensive annual Technology Plan that is aligned with the District Improvement Plan and completed by the District Technology Committee.  LEA LRPT Correlates: LAS02, LAS04, LAS05	State: Original  Status: Planned	December 2014	Director Information Services	Completed Tech Plan, Erate Form 470
4.1.16:	Seek E-rate funding to provide enhancements to the district-wide VoIP phone system to foster improved communications between teachers and parents, and teachers and administrators.  LEA LRPT Correlates: I01	State: Original  Status: Planned	July 2014	Director Information System	E-Rate Form 470, FCDL
4.1.17:	Seek E-Rate funding to replace legacy 10/100 switches with 10/100/1000 Switches with POE, and Multicast capability  LEA LRPT Correlates: I01	State: Original  Status: Planned	July 2014	Director Information Services	E-Rate Form 470, FCDL
4.1.18:	Seek E-Rate funding to extend fiber network on every campus.  LEA LRPT Correlates: I01	State: Original  Status: Planned	July 2014	Director, Information Services	E-Rate Form 470, FCDL
4.1.19:	Seek E-Rate funding to upgrade connectivity to district offices and classrooms to Cat 6, and prepare wireless network for increased capacity to facilitate BYOT and other wireless	State: Original  Status: Planned	July 2014	Director, Information Services	Erate Form 470, FCDL

	initiatives. LEA LRPT Correlates: I01				
4.1.20:	Seek E-Rate funding to install enhancements to the district-wide video distribution system. LEA LRPT Correlates: I01	State: Original Status: Planned	July 2014	Director, Information Services	Erate Form 470, FCDL
4.1.21:	Seek E-Rate funds to purchase Basic Maintenance contract for Phone system, network infrastructure, and mission-critical equipment. LEA LRPT Correlates: I01	State: Original Status: Planned	July 2014	Director, Information Services	E-Rate Form 470, FCDL
4.1.22:	Seek E-Rate Funds to continue to provide district-wide local, long distance, data, cellular and DSL phone service; and webhosting and e-mail services. LEA LRPT Correlates: I01	State: Original Status: Planned	July 2014	Director, Information Services	Erate Form 470, FCDL

## Budget

<b>Budget year 2014</b>		
<b>Budget item</b>	<b>Cost</b>	<b>Funding Sources with amount per source</b>
Staff Development	\$175,000.00	General Salaries 145,000 Local (Tech) 30,000
Telecommunications & Internet Access	\$200,353.00	Erate 125,000 Local Tech 25,353
Materials & Supplies	\$123,000.00	Local (Tech) 123,000
Equipment	\$193,422.00	Erate 453,000 Local Tech 143,622
Maintenance	\$49,525.00	Local (Salaries) 45,000 Local Tech 4,525
Miscellaneous Expenses	\$45,000.00	Local (Salaries) 45,000
<b>Total</b>	<b>\$786,300.00</b>	

# Evaluation

**Evaluation Process:**

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

**Evaluation Method:**

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

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

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

Other methods used for evaluation will include:

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

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

**Agenda Item Summary Sheet (4 B.2)**  
**Meeting Date: December 17, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Monthly Financial Reports for Month of November

**Summary**

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

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

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

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

**ECISD Board Policy**

None.

**Effective Date**

November 30, 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 29.49% of our amended revenue projections; and expended 28.75% of our amended expenditure estimates.  
Compared to the same time last year, our revenue decreased by (\$189,476) and our expenditures decreased by (\$139).

	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%	19.43%	21.26%
<b>Nov</b>	26.01%	25.17%	27.97%	23.69%	29.84%	27.07%	30.94%	28.88%	29.49%	28.75%
<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 \$13,878,419 has been adjusted by \$72,403 giving us a new adjusted levy of \$13,950,823; and we have currently collected \$1,351,355 which amounts to 9.69% of the adjusted levy. This leaves an uncollected balance of \$12,599,467.

Delinquent collections YTD are \$80,987 plus \$189,208 in penalty and interest.

	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
Oct	0.00%	0.00%	0.35%	0.31%	0.21%	0.26%
Nov	2.58%	0.44%	8.60%	9.54%	12.48%	6.96%
Dec	32.28%	30.01%	39.54%	34.01%	39.14%	
Jan	81.82%	73.71%	81.26%	84.41%	83.67%	
Feb	93.04%	92.80%	93.50%	94.04%	94.27%	
Mar	94.06%	94.60%	94.95%	95.38%	95.47%	
Apr	94.97%	95.27%	95.52%	96.12%	96.07%	
Jun	95.61%	95.84%	96.26%	96.75%	96.51%	
Jun	96.69%	96.50%	96.67%	97.14%	96.88%	
Jul		96.83%	97.10%	97.65%	97.50%	
Aug	97.48%	97.17%	97.74%	97.90%	97.68%	
Sep	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	\$3,406,338	\$3,175,684	(\$230,654)	\$9,497,876	\$9,308,401	(\$189,475)
Expenditures	\$2,167,458	\$2,737,185	\$569,727	\$6,819,816	\$6,891,640	\$71,824
Balance	\$1,238,880	\$438,499	(\$800,381)	\$2,678,060	\$2,416,761	(\$261,299)

**Attachments**

- Monthly Financial Report – November 30, 2013
- Tax Collection Recap 2013-2014
- 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  
December 17, 2013**

**Comparison of Revenue and Expenditures  
to the Budget for the General Operating Fund  
9-1-13 to 11-30-13**

**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	\$1,967,369	(\$12,809,553)
<i>State:</i>	\$15,207,443	\$15,207,443	\$6,730,824	(\$8,476,619)
<i>Federal:</i>	\$1,580,846	\$1,580,846	\$608,590	(\$972,256)
<i>Other Resources:</i>	\$0	\$0	\$1,619	\$1,619
<i>Total:</i>	\$31,565,211	\$31,565,211	\$9,308,401	(\$22,256,810)

**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>
\$31,565,211	\$31,781,287	\$6,891,640	\$2,246,545	\$9,138,185	\$22,643,102

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

	<i>2012-2013</i>	<i>2013-2014</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$9,497,877	\$9,308,401	(\$189,476)
<i>Expenditures:</i>	\$9,138,324	\$9,138,185	(\$139)
<i>Cash Position:</i>	\$10,868,432	\$11,328,424	\$459,992

**PRIOR MONTH CASH POSITION as of 10/31/13:** \$11,519,042

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  
2013 - 2014**

<b>Reporting Period</b>	<b>Beginning Levy</b>	<b>Adjustments</b>	<b>Adjusted Levy</b>	<b>Current Tax Year Collections</b>	<b>% Collected</b>	<b>% Collected Prior Year</b>	<b>Delinquent Collections</b>	<b>Penalty &amp; Interest</b>	<b>Total Collections</b>	<b>Current Tax Year Uncollected</b>
<b>Monthly Recap</b>										
Oct-13	\$13,878,419	\$72,730	\$13,951,150	35,650	0.26%	0.21%	\$53,574	\$17,467	\$106,691	
Nov-13	\$13,878,419	\$72,403	\$13,950,823	1,315,705	9.43%	12.27%	\$27,413	\$11,156	\$1,354,274	
<b>Year To Date</b>				<b>1,351,355</b>	<b>9.69%</b>	<b>12.48%</b>	<b>80,987</b>	<b>28,623</b>	<b>\$1,460,965</b>	<b>\$12,599,467</b>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**

**Cash Flow  
2013-2014**

<b>199 GENERAL FUND</b>	<b>Actual Sep-13</b>	<b>Actual Oct-13</b>	<b>Actual Nov-12</b>	<b>Actual Nov-13</b>	<b>Actual Dec-12</b>	<b>Actual Jan-13</b>	<b>Actual Feb-13</b>	<b>Actual Mar-13</b>	<b>Actual Apr-13</b>	<b>Actual May-13</b>	<b>Actual Jun-13</b>	<b>Actual Jul-13</b>	<b>Actual Aug-13</b>	<b>2012-13 Totals</b>
<b>REVENUE:</b>														
<b>5700 Local Revenue:</b>														
5711 Taxes Current Year	19,381	31,010	1,465,869	1,144,443	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	9,927	46,798	24,023	24,066	25,555	18,810	23,749	25,424	9,044	8,184	9,425	26,919	11,995	231,507
5719 Pen, Int, & Other	10,827	15,539	12,716	10,107	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	5,278	3,305	7,577	243,599	7,381	8,824	10,590	10,305	10,391	7,441	7,110	12,052	295,656	411,402
5750 Co/Curr Activities	22,571	22,069	18,778	18,556	14,514	3,379	-1,020	39,106	560	-992	107	17,775	2,888	129,977
<b>Total Local Rev:</b>	<b>67,984</b>	<b>118,721</b>	<b>1,528,962</b>	<b>1,440,772</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 State Revenue:</b>														
5811 Available School Fund	0	0	58,256	0	295,568	46,518	46,518	240,487	98,872	108,717	260,270	167,438	71,453	1,535,657
5812 Foundation Entitlement	2,837,245	2,332,810	1,142,910	1,222,426	-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	2,065	0	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	6,834	0	0	0	0	0	0	0	0	0	0	6,309	6,309
5831 TRS On-Behalf	103,138	102,434	0	102,700	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>2,940,383</b>	<b>2,442,078</b>	<b>1,203,231</b>	<b>1,325,126</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 Federal Revenue:</b>														
5930 Federal	0	283,668	4,303	0	0	4,096	0	0	4,690	0	0	0	4,945	142,433
<b>Total Federal Rev:</b>	<b>0</b>	<b>283,668</b>	<b>4,303</b>	<b>0</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 Other Res/Non-Oper</b>														
Other Res/Non-Oper	0	0	199,850	0	0	0	0	0	0	0	0	0	0	199,850
<b>Total Other Res:</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>0</b>	<b>199,850</b>
<b>Total Revenue:</b>	<b>3,008,367</b>	<b>2,844,467</b>	<b>2,936,347</b>	<b>2,765,898</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 Expenditures:</b>														
6100 Payroll Costs	1,130,298	1,698,951	1,528,502	1,720,586	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	190,273	309,751	288,101	318,923	222,780	307,728	413,028	243,810	96,106	355,574	369,547	352,558	389,589	3,427,355
6300 Supplies & Materials	105,692	87,818	165,974	144,296	84,402	162,568	161,160	97,531	130,262	195,472	127,890	163,244	138,906	1,603,574
6400 Other Operating	36,999	223,652	36,875	23,308	46,153	168,530	43,566	26,680	187,960	83,544	282,476	187,464	283,143	1,579,403
6500 Debt Services	0	0	500	500	0	0	95,550	0	0	0	0	0	18,675	994,593
6600 Capital Outlay	36,700	86,055	0	335,164	0	0	13,499	-99	8,690	0	0	66,377	357,734	469,408
8900 Other Uses/Non Operating	0	0	0	0	0	0	0	0	0	0	0	185,482	-2,749	244,212
<b>Total Expenditures:</b>	<b>1,499,962</b>	<b>2,406,227</b>	<b>2,019,952</b>	<b>2,542,778</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>1,508,405</b>	<b>438,240</b>	<b>916,394</b>	<b>223,121</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>													
	10,086,779	10,525,019	11,203,501	10,748,140	12,348,484	15,572,837	14,713,132	13,295,810	12,466,310	11,065,345	9,866,267	9,220,387	8,092,565	

240	FOOD SERVICE	Actual Sep-13	Actual Oct-13	Actual Nov-12	Actual Nov-13	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	413	0	0	831	0	0	1,023	0	0	994	3,579
	Foundation Revenue														0
	Lunch	32,163	35,514	23,645	28,146	17,303	25,625	27,014	17,723	29,526	26,465	2,397	0	20,398	243,170
	Breakfast	7,241	8,574	8,679	6,646	4,917	8,065	8,241	5,169	7,951	6,644	844	0	4,537	71,130
	A La Carte	8,563	9,853	8,607	8,162	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	210	0	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>	<u>47,967</u>	<u>53,942</u>	<u>41,872</u>	<u>43,367</u>	<u>31,499</u>	<u>42,137</u>	<u>45,366</u>	<u>29,804</u>	<u>48,227</u>	<u>43,874</u>	<u>5,027</u>	<u>182</u>	<u>30,193</u>	<u>406,632</u>
5800	<b>State Revenue</b>														
5829	Misc St Program Rev.	0	1,046	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>	<u>0</u>	<u>1,046</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,504</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,504</u>
5900	<b>Federal Revenue</b>														
5921	School Breakfast	0	36,071	36,866	41,264	32,962	24,113	28,093	31,840	22,110	37,175	41,672	0	7,437	293,729
5922	National School Lunch	0	102,977	107,003	116,069	97,017	68,117	87,884	98,069	68,386	113,436	127,121	0	24,568	886,331
5923	USDA Donated Com	9,513	9,513	7,195	9,513	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>	<u>9,513</u>	<u>148,562</u>	<u>151,064</u>	<u>166,846</u>	<u>137,174</u>	<u>99,425</u>	<u>123,172</u>	<u>137,107</u>	<u>97,691</u>	<u>157,806</u>	<u>175,989</u>	<u>7,195</u>	<u>73,872</u>	<u>1,301,079</u>
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>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenue:</b>	<u>57,481</u>	<u>203,550</u>	<u>192,935</u>	<u>210,213</u>	<u>168,673</u>	<u>141,562</u>	<u>168,538</u>	<u>166,912</u>	<u>155,421</u>	<u>201,680</u>	<u>181,015</u>	<u>7,377</u>	<u>104,065</u>	<u>1,717,215</u>
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6100	Payroll & Benefits	39,132	45,692	44,834	47,895	45,333	42,157	42,736	43,751	42,658	45,269	56,333	43,036	55,932	536,793
6200	Contracted Services	0	123,608	94,931	135,901	104,452	98,720	49,351	81,196	113,384	100,199	96,090	51,081	26,148	949,540
6300	Supplies & Materials	9,806	20,610	7,195	10,007	7,374	7,307	7,320	7,359	7,520	7,678	7,455	7,757	8,635	90,512
6400	Other Operating	11	165	46	105	122	27	111	21	86	111	159	130	130	1,085
6600	Capital Outlay	0	9,243	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Expenditures:</b>	<u>48,948</u>	<u>199,318</u>	<u>147,006</u>	<u>193,908</u>	<u>157,282</u>	<u>148,211</u>	<u>99,518</u>	<u>132,327</u>	<u>163,648</u>	<u>153,257</u>	<u>160,037</u>	<u>102,004</u>	<u>90,846</u>	<u>1,577,931</u>
	<b>ENDING BALANCE</b>	8,533	12,765	51,171	29,071	40,462	33,813	102,833	137,417	129,190	177,614	198,592	103,965	117,184	139,284

511	DEBT SERVICE	Actual Sep-13	Actual Oct-13	Actual Nov-12	Actual Nov-13	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	2,909	4,640	218,591	171,262	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	1,258	6,775	3,302	3,347	3,724	2,647	3,378	3,661	1,337	1,115	1,153	3,903	1,645	32,730
5719	Pen, Int, & Other	1,158	1,928	1,204	1,048	1,051	947	2,986	3,093	1,533	1,207	1,265	2,658	1,350	20,229
5742	Earnings Fm Temp Dep	92	90	189	107	370	713	831	778	770	803	783	817	456	6,826
	<b>Total Local Rev:</b>	5,417	13,434	223,286	175,764	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	53,770	22,190	0	0	0	0	0	0	0	0	0	53,770
	<b>Total State Rev:</b>	0	0	53,770	22,190	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	1,619	0	0	0	0	0	0	0	0	0	0
	<b>Total Other Res:</b>	0	0	0	1,619	0	0	0	0	0	0	0	0	0	0
	<b>Total Revenue:</b>	5,417	13,434	277,056	199,573	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	500	500	0	0	0	400	0	0	0	0	0	900
	<b>Total Expenditures:</b>	0	0	500	500	0	0	811,084	400	0	0	0	0	989,384	1,801,369
	<b>ENDING BALANCE</b>	5,417	18,851	291,799	217,924	697,329	1,493,572	878,264	906,515	920,867	932,002	941,815	959,201	-23,550	50,325
<b>Total Approved Budget</b>															
<b>199, 240, 511</b>															
	<b>TOTAL REVENUE</b>	3,071,266	3,061,451	3,406,338	3,175,684	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>	1,548,910	2,605,545	2,167,458	2,737,185	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>	1,522,355	1,978,262	2,678,060	2,416,761	4,507,902	8,521,848	7,115,855	5,761,369	4,937,993	3,596,586	2,428,300	1,705,180	-392,175	

**Agenda Item Summary Sheet (4 B.3)**  
**Meeting Date: December 17, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda: Business and Support Services**

Quarterly Investment Report

**Summary**

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

This information is taken from the Public Funds Investment Act.

**ECISD Board Policy**

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

**Effective Date**

November 30, 2013

**Previous Board Action**

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

**Future Action Expected**

Next review, March 2014

**Background Information and Significant Issues**

None.

**Fiscal Impact**

None.

**Student and Public Benefit**

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

**Procedural and Reporting Implications**

None.

**Public Comments**

None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"><li>• <i>ECISD Quarterly Financial Report for Quarter Ending November 30, 2013</i></li></ul>
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	No Action Required. This is an information report only.
<b>Superintendent's Recommendation</b>	Information only. <b>Mark Pool, Superintendent of Schools</b>



# ***ECISD QUARTERLY INVESTMENT REPORT***

For Quarter Ending  
November 30, 2013

Submitted December 17, 2013  
ECISD Board Meeting

Prepared by David Bright,  
Assistant Superintendent for Finance

**El Campo Independent School District  
Quarterly Report of Investment Activity  
Quarter Ending November 30, 2013**

**Introduction**

House Bill 2459, which was passed during the 1995 legislative session, amended a section of the Education Code dealing with investments. Code Section 2256.023 as amended requires that the Investment Officer of the District prepare a report of investment activity and position on a quarterly basis. The report that follows covers the period September 1, 2013 to November 30, 2013.

**Investment Strategy for all Funds**

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

**Investment Activity for the Quarter Ending November 30, 2013**

Interest from checking accounts at Prosperity Bank totaled:	\$ 9,416.40
Interest earned at TexPOOL for the quarter totaled:	3.94
Interest earned at TexSTAR for the quarter totaled:	<u>.22</u>
<b>Total Interest Earned for the Quarter:</b>	<b>\$ 9,420.56</b>

**Diversification of Funds**

As a part of the investment policy adopted by the Board, a written investment strategy is required which must describe the investment objective for each fund. One of the priorities listed in Board policy concerns diversification of the investment portfolio. As of November 30, 2013, the District's portfolio held \$11,285,775.84 or 99.62% of available funds with Prosperity Bank, \$38,049.99 or .34% with TexPOOL, and \$4,598.29 or .04% with TexSTAR. The portfolio balance was \$11,328,424.12.

**Collateral**

In order to protect the District from risk of loss related to uninsured cash balances, the District's depository bank pledges collateral to the District in the form of government securities. On November 30, 2013, securities pledged by the Prosperity State Bank to El Campo ISD had an estimated market value of \$21,077,840.43. With FDIC insurance the District has adequate collateral.

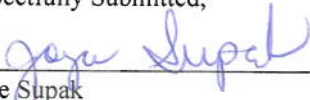
**Investment Position at November 30, 2013**

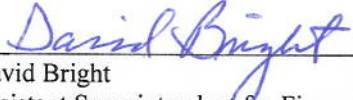
The attached report details the ending cash and investment balances for each of the past three months. Interest earned is posted to the General Ledger on a monthly basis.

**Investment Officers' Certification**

I hereby certify that the following information to the best of my knowledge is a true and accurate description of the investment portfolio of the El Campo Independent School District for the period ending November 30, 2013. All investments are in compliance with the Public Funds Investment Act (HB2459) and local investment policies.

Respectfully Submitted,

  
\_\_\_\_\_  
Joyce Supak  
Investment Officer  
El Campo Independent School District

  
\_\_\_\_\_  
David Bright  
Assistant Superintendent for Finance  
El Campo Independent School District

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
 QUARTERLY CASH & INVESTMENT REPORT  
 September 1, 2013 to November 30, 2013**

**Prosperity Bank**

**Bank Account Balances - Month End**

	<b>Sept 13</b>	<b>Oct 13</b>	<b>Nov 13</b>
Money Market Account	\$9,101,879.20	\$9,940,342.20	\$9,156,424.10
General Fund	\$1,508,798.57	\$1,228,129.79	\$1,621,755.60
General Fund - Investment Account	\$5,144.05	\$5,145.58	\$5,147.06
Payroll	\$180,207.44	\$25,807.70	\$37,152.80
Interest & Sinking	\$302,687.52	\$302,777.50	\$465,296.28
<b>Total</b>	<b>\$11,098,716.78</b>	<b>\$11,502,202.77</b>	<b>\$11,285,775.84</b>

**Prosperity Bank**

**Interest Earned**

	<b>Sept 13</b>	<b>Oct 13</b>	<b>Nov 13</b>
Money Market Account	\$2,482.83	\$2,521.49	\$2,625.46
General Fund	\$467.78	\$450.06	\$417.36
General Fund - Investment Account	\$1.59	\$1.53	\$1.48
Payroll	\$54.84	\$55.20	\$47.56
Interest & Sinking	\$92.46	\$89.98	\$106.78
<b>Total</b>	<b>\$3,099.50</b>	<b>\$3,118.26</b>	<b>\$3,198.64</b>

**Investment Pools**

**Investment Balances - Month End**

	<b>Sept 13</b>	<b>Oct 13</b>	<b>Nov 13</b>
TexPool General Fund Investment Account	\$3,046.05	\$3,046.11	\$3,046.11
TexPool Family Crisis Fund	\$35,037.71	\$35,002.60	\$35,003.88
TexSTAR Debt Service	\$1,101.97	\$1,101.98	\$1,101.98
TexSTAR General	\$3,496.15	\$3,496.25	\$3,496.31
<b>Total</b>	<b>\$42,681.88</b>	<b>\$42,646.94</b>	<b>\$42,648.28</b>

**Investment Pools**

**Investment Interest Earned**

	<b>Sept 13</b>	<b>Oct 13</b>	<b>Nov 13</b>
TexPool General Fund Investment Account	\$0.00	\$0.06	\$0.00
TexPool Family Crisis Fund	\$1.15	\$1.45	\$1.28
TexSTAR Debt Service	\$0.00	\$0.01	\$0.00
TexSTAR General	\$0.05	\$0.10	\$0.06
<b>Total</b>	<b>\$1.20</b>	<b>\$1.62</b>	<b>\$1.34</b>

**Comparison of Interest Rates**

Average Monthly Rate:	Prosperity All Accounts	TexPool	TexStar
Sep-13	0.35%	0.0394	0.0390
Oct-13	0.35%	0.0498	0.0434
Nov-13	0.35%	0.0446	0.0405
Dec-13	0.00%	0.0000	0.0000
Jan-14	0.00%	0.0000	0.0000
Feb-14	0.00%	0.0000	0.0000
Mar-14	0.00%	0.0000	0.0000
Apr-14	0.00%	0.0000	0.0000
May-14	0.00%	0.0000	0.0000
Jun-14	0.00%	0.0000	0.0000
Jul-14	0.00%	0.0000	0.0000
Aug-14	0.00%	0.0000	0.0000



## Monthly Newsletter - November 2013

### Performance

#### As of November 30, 2013

Current Invested Balance	\$4,358,778,907.03
Weighted Average Maturity (1)	52 Days
Weighted Average Maturity (2)	67 Days
Net Asset Value	1.000035
Total Number of Participants	781
Management Fee on Invested Balance	0.05%*
Interest Distributed	\$335,047.27
Management Fee Collected	\$185,139.60
% of Portfolio Invested Beyond 1 Year	1.26%
Standard & Poor's Current Rating	AAAm

#### November Averages

Average Invested Balance	\$4,505,272,459.93
Average Monthly Yield, on a simple basis	0.0405%
Average Weighted Average Maturity (1)*	52 Days
Average Weighted Average Maturity (2)*	63 Days

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

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

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

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

### Holiday Reminder

In observance of the Christmas holiday, **TexSTAR will be closed Wednesday, December 25, 2013**. All ACH transactions initiated on Tuesday, December 24th will settle on Thursday, December 26th.

In observance of the New Year's Day holiday, **TexSTAR will be closed Wednesday, January 1, 2014**. All ACH transactions initiated on Tuesday, December 31st will settle on Thursday, January 2nd.

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

### Economic Commentary

Most fixed income risk markets rose over the month and the Standard & Poor's 500 Index reached a new record high. Longer-term Treasury yields increased as stronger economic data led market participants to speculate that the Fed could begin reducing its asset purchase program as early as December. However, Janet Yellen's confirmation hearing before the Senate Banking Committee to become the Federal Reserve's first chairwoman reflected a continuation of accommodative policy going forward. She stated her preference to remove accommodation cautiously and that she still expects the first reduction in the pace of asset purchases to occur at the Fed's March meeting, likely accompanied by a strengthening of forward rate guidance. The minutes of the Fed's October meeting reaffirmed its view that growth is reviving as the negative effects from the government shutdown have been less than feared. Additionally, the Fed appears to be ready to shift away from asset purchases and towards a policy framework dependent on forward guidance. At the same time, investors seem to have become more comfortable with the Fed's "tapering isn't tightening" message.

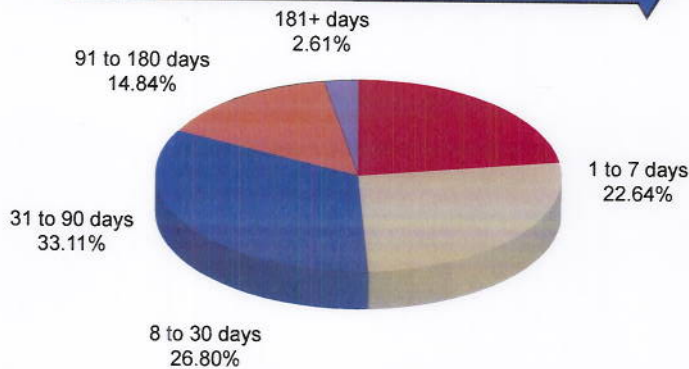
With the return of regular economic data reporting this month, some sectors – e.g., labor markets – showed strength, while others, such as manufacturing, started to slow. Forward-looking indicators point to U.S. economic growth that is still too weak to support a self-sustaining recovery. Loan growth is decelerating, increasing downside risks for economic growth in the near future. Corporate profit growth remains lackluster. Momentum from the housing sector should decelerate, with housing less affordable now relative to earlier this year due to rising home prices and higher mortgage rates limiting the contribution of residential spending to GDP. The future trajectory of fiscal policy remains highly uncertain. A committee of Senators and Representatives is scheduled to present a budget deal in the next few weeks, because the current Continuing Resolution is set to expire in January 2014. The drag from fiscal cuts on economic growth is expected to be below that experienced in 2013. Income taxes are not expected to increase as much as last year; and, with the low base for gasoline prices, consumption could experience a moderate, although limited, boost. Early reports from Thanksgiving weekend retail sales indicate modest growth, but the shorter-than-usual holiday period means that consumers will need to accelerate spending to surpass last year's levels.

This information is an excerpt from an economic report dated November 2013 provided to TexSTAR by JP Morgan Asset Management, Inc., the investment manager of the TexSTAR pool.

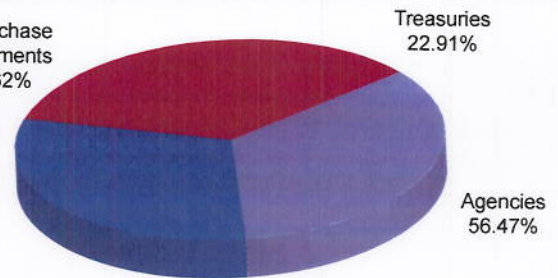
**For more information about TexSTAR, please visit our web site at [www.texstar.org](http://www.texstar.org).**

# Information at a Glance

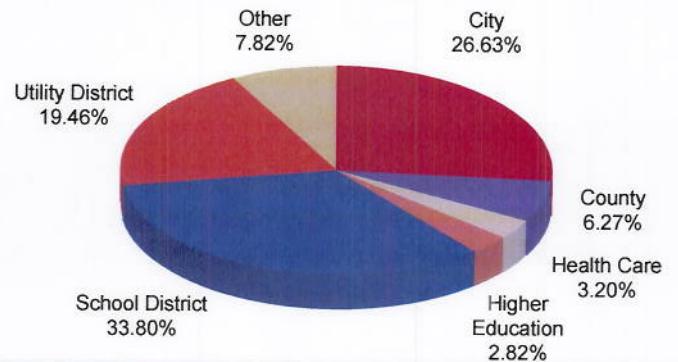
## Portfolio by Type of Investment As of November 30, 2013



Repurchase Agreements  
20.62%



## Portfolio by Maturity As of November 30, 2013



## Distribution of Participants by Type As of November 30, 2013

# Historical Program Information

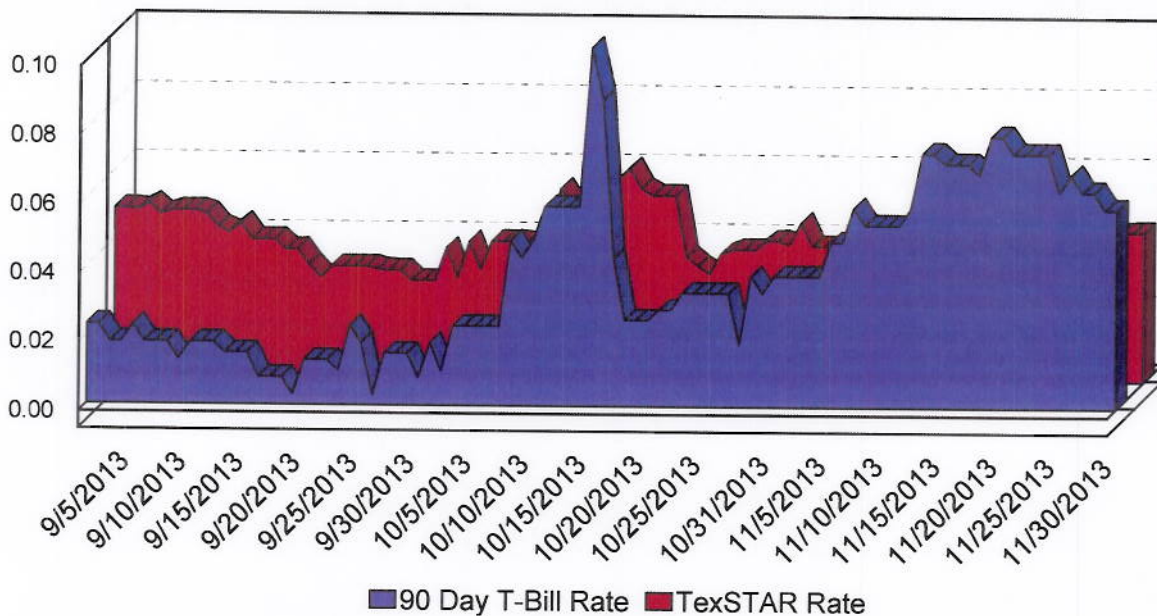
Month	Average Rate	Book Value	Market Value	Net Asset Value	WAM (1)*	WAM (2)*	Number of Participants
Nov 13	0.0405%	\$4,358,778,907.03	\$4,358,933,052.64	1.000035	52	63	781
Oct 13	0.0434%	4,549,543,382.92	4,549,816,768.31	1.000060	52	63	781
Sep 13	0.0390%	4,545,216,845.55	4,545,590,808.40	1.000082	52	64	781
Aug 13	0.0474%	4,682,919,318.35	4,683,351,916.02	1.000091	52	59	777
Jul 13	0.0487%	4,833,856,137.70	4,834,318,370.27	1.000095	52	56	776
Jun 13	0.0614%	5,173,585,142.53	5,173,948,421.52	1.000070	54	58	775
May 13	0.0723%	5,474,920,318.32	5,475,469,836.81	1.000100	54	59	773
Apr 13	0.1038%	5,496,240,712.35	5,496,953,468.88	1.000129	51	57	773
Mar 13	0.1125%	5,635,357,483.25	5,636,069,051.83	1.000126	52	60	770
Feb 13	0.0996%	6,248,843,373.19	6,249,277,988.81	1.000069	51	58	768
Jan 13	0.1103%	6,030,821,287.69	6,031,600,682.90	1.000129	48	57	767
Dec 12	0.1647%	5,411,874,896.68	5,412,541,199.28	1.000123	49	60	767

# Portfolio Asset Summary as of November 30, 2013

	Book Value	Market Value
Uninvested Balance	\$ 100,134,580.60	\$ 100,134,580.60
Accrual of Interest Income	1,214,712.44	1,214,712.44
Interest and Management Fees Payable	(371,069.60)	(371,069.60)
Payable for Investment Purchased	0.00	0.00
Repurchase Agreement	898,708,000.00	898,708,000.00
Government Securities	3,359,092,683.59	3,359,246,829.20
<b>Total</b>	<b>\$ 4,358,778,907.03</b>	<b>\$ 4,358,933,052.64</b>

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

# TexSTAR versus 90-Day Treasury Bill



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

## Daily Summary for November 2013

Date	Mny Mkt Fund Equiv. [SEC Std.]	Daily Allocation Factor	TexSTAR Invested Balance	Market Value Per Share	WAM Days (1)*	WAM Days (2)*
11/1/2013	0.0390%	0.000001069	\$4,568,317,363.50	1.000056	51	61
11/2/2013	0.0390%	0.000001069	\$4,568,317,363.50	1.000056	51	61
11/3/2013	0.0390%	0.000001069	\$4,568,317,363.50	1.000056	51	61
11/4/2013	0.0357%	0.000000979	\$4,544,669,007.99	1.000059	51	61
11/5/2013	0.0360%	0.000000985	\$4,613,234,958.17	1.000051	49	58
11/6/2013	0.0345%	0.000000946	\$4,567,262,948.65	1.000057	52	61
11/7/2013	0.0380%	0.000001040	\$4,593,028,539.96	1.000050	53	63
11/8/2013	0.0364%	0.000000998	\$4,705,370,035.22	1.000043	49	58
11/9/2013	0.0364%	0.000000998	\$4,705,370,035.22	1.000043	49	58
11/10/2013	0.0364%	0.000000998	\$4,705,370,035.22	1.000043	49	58
11/11/2013	0.0364%	0.000000998	\$4,705,370,035.22	1.000043	49	58
11/12/2013	0.0386%	0.000001058	\$4,674,609,569.25	1.000048	51	60
11/13/2013	0.0370%	0.000001013	\$4,636,374,249.94	1.000050	54	63
11/14/2013	0.0406%	0.000001112	\$4,621,528,204.31	1.000046	54	64
11/15/2013	0.0468%	0.000001282	\$4,497,711,145.84	1.000045	51	61
11/16/2013	0.0468%	0.000001282	\$4,497,711,145.84	1.000045	51	61
11/17/2013	0.0468%	0.000001282	\$4,497,711,145.84	1.000045	51	61
11/18/2013	0.0402%	0.000001102	\$4,391,865,146.07	1.000041	54	64
11/19/2013	0.0366%	0.000001002	\$4,370,823,477.31	1.000040	53	63
11/20/2013	0.0395%	0.000001082	\$4,356,015,690.32	1.000049	53	63
11/21/2013	0.0424%	0.000001161	\$4,407,197,220.69	1.000049	54	64
11/22/2013	0.0434%	0.000001190	\$4,350,096,896.08	1.000047	52	67
11/23/2013	0.0434%	0.000001190	\$4,350,096,896.08	1.000047	52	67
11/24/2013	0.0434%	0.000001190	\$4,350,096,896.08	1.000047	52	67
11/25/2013	0.0449%	0.000001231	\$4,388,284,294.07	1.000038	53	67
11/26/2013	0.0447%	0.000001224	\$4,437,534,665.24	1.000038	53	67
11/27/2013	0.0435%	0.000001191	\$4,384,165,827.35	1.000042	53	68
11/28/2013	0.0435%	0.000001191	\$4,384,165,827.35	1.000042	53	68
11/29/2013	0.0437%	0.000001197	\$4,358,778,907.03	1.000035	52	67
11/30/2013	0.0437%	0.000001197	\$4,358,778,907.03	1.000035	52	67
<b>Average</b>	<b>0.0405%</b>	<b>0.000001111</b>	<b>\$4,505,972,459.93</b>		<b>52</b>	<b>63</b>

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



### **TexSTAR Board Members**

<i>William Chapman</i>	<i>Central Texas Regional Mobility Authority</i>	<i>Governing Board President</i>
<i>Nell Lange</i>	<i>City of Frisco</i>	<i>Governing Board Vice President</i>
<i>Kenneth Huewitt</i>	<i>Houston ISD</i>	<i>Governing Board Treasurer</i>
<i>Michael Bartolotta</i>	<i>First Southwest Company</i>	<i>Governing Board Secretary</i>
<i>Joni Freeman</i>	<i>JP Morgan Chase</i>	<i>Governing Board Asst. Sec./Treas.</i>
<i>Eric Cannon</i>	<i>Town of Addison</i>	<i>Advisory Board</i>
<i>Nicole Conley</i>	<i>Austin ISD</i>	<i>Advisory Board</i>
<i>Pamela Moon</i>	<i>City of Lubbock</i>	<i>Advisory Board</i>
<i>Monte Mercer</i>	<i>North Central TX Council of Government</i>	<i>Advisory Board</i>
<i>Oscar Cardenas</i>	<i>Northside ISD</i>	<i>Advisory Board</i>
<i>Stephen Fortenberry</i>	<i>Plano ISD</i>	<i>Advisory Board</i>
<i>Becky Brooks</i>	<i>Government Resource Associates, LLC</i>	<i>Advisory Board</i>
<i>Len Santow</i>	<i>Griggs &amp; Santow</i>	<i>Advisory Board</i>

**For more information contact TexSTAR Participant Services ★ 1-800-TEX-STAR ★ [www.texstar.org](http://www.texstar.org)**



### ANNOUNCEMENTS

We would like to recognize and welcome the following entities who joined the TexPool program in October 2013:

- TexPool
- Travis County MUD 18
  - Williamson County MUD 25
  - City of Universal City
  - Azle Municipal Development District

#### TexPool Prime

- Boerne ISD
- East Central ISD

### Upcoming Events

12/08/13 – 12/11/13

GTOT

Fort Worth

### TexPool Advisory Board Members

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

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

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

### Additional information regarding TexPool is available upon request:

www.texpool.com  
1-866-839-7665  
(1-866-TEX-POOL)  
Fax: 866-839-3291

## Month in Cash: Don't get spooked by the headlines

November 1, 2013

There's no doubt last month's debt-ceiling showdown was unnerving, if for no other reason than it was impossible to escape the scary headlines. But the reality is the consensus view in the money market was pretty much steady as she goes. That may not sell newspapers, attract TV viewers or generate a lot of website clicks, but it does create opportunity for those who remain calm and stick to business. For example, when a few major traders garnered a lot of attention for getting out of very short Treasuries, helping cause yields on one-month T-bills to reach as high as 60 basis points in the hours just before a deal was struck on Oct. 16, we were able to add some inexpensive Treasury paper to our prime portfolios. This isn't something we often do. In fact, the last time we actually held any Treasury securities in our prime portfolios was for liquidity purposes pre-Y2K, when it was feared computers may trip up as the year rolled over from 1999 to 2000. This time, the move was made simply to take advantage of yields that were reflective not of default risk but of liquidity changes—as a few major traders got out of very short Treasuries, supply and thus yields rose significantly. It's a two-way market, and from a yield perspective, we along with many others were on the more generous consensus side of this trade.

That said, the government cash market was quick to normalize once the "debt-ceiling can" got kicked again, this time to early February. That is to say, Treasury yields have fallen back to low single-digit pre-government shutdown levels, and the overall money market remains settled in the extremely low rate environment with which we've been dealing for longer than we care to acknowledge. The good news is there has been a little more positive tone of late along the short end of the cash yield curve—overnight to a couple of weeks—thanks to the Fed. As you may recall, the central bank in September began testing its plan for using overnight reverse repos as a way to manage its eventual exit from extraordinary monetary accommodation by selling overnight securities in the marketplace. While the rates are low—the first batches were sold at 1 basis point, more recent sales have been at 2 basis points and the Fed could go as high as 5 basis points—they have acted to set a floor in the market by forcing banks and other overnight repo dealers to raise rates to attract buyers (i.e., why would a buyer pay 2 basis points for a low-risk bank repo if it can get the same rate from the risk-free Fed?). This has helped push rates on overnight repos up from the low single digits to the high single digits.

The cash market got another lift from the Fed when, in their post-meeting statement following the Oct. 29-30 Federal Open Market Committee Meeting, policymakers didn't close the door on any kind of potential tapering move this year. We still think the Fed won't begin paring the \$85 billion in monthly Treasury and agency purchases until March at the earliest, but the statement wasn't as dovish as the market was expecting. Policymakers didn't really change their slightly more bullish economic outlook since they last met in September—they didn't even reference the government shutdown. Maybe it's just you read into the statement what you want to see, but it seems that message between the lines was the bias remains for rates to

(continued page 6)

### PERFORMANCE AS OF OCTOBER 31, 2013

	TexPool	TexPool Prime
Current Invested Balance	\$14,267,039,424.80	\$1,023,680,336.52
Weighted Average Maturity (1)*	51 Days	41 Days
Weighted Average Maturity (2)*	75 Days	51 Days
Net Asset Value	1.00006	1.00003
Total Number of Participants	2,301	167
Management Fee on Invested Balance	0.0473%	0.0638%
Interest Distributed	\$589,427.86	\$72,974.60
Management Fee Collected	\$561,529.40	\$54,408.96
Standard & Poor's Current Rating	AAAm	AAAm

### Month Averages

Average Invested Balance	\$14,015,965,452.60	\$1,000,090,762.36
Average Monthly Yield, on a simple basis (3)*	0.05%	0.09%
Average Weighted Average Maturity (1)*	50 Days	44 Days
Average Weighted Average Maturity (2)*	71 Days	54 Days

\*Definitions for Average Monthly Yield and Weighted Average Maturity can be found on page 2.

## Federated®

Federated, founded in 1955, is publicly traded on the NYSE. It is one of the largest managers of AAA-rated money market portfolios in the country (Source: iMoneyNet as of 8/31/13).

Visit us at [FederatedInvestors.com](http://FederatedInvestors.com).

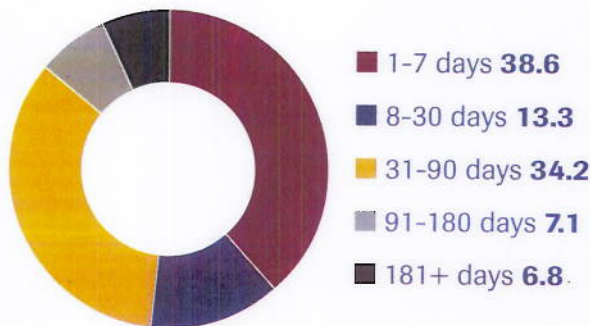
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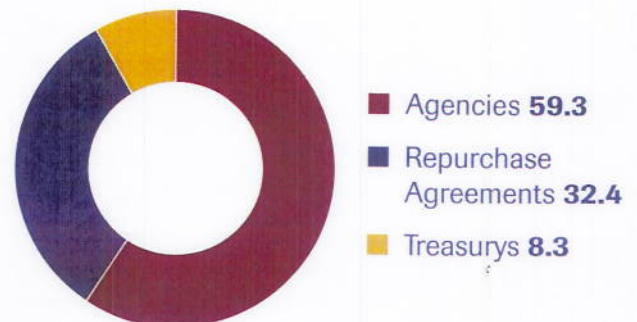
## Portfolio by Maturity (%)

As of October 31, 2013



## Portfolio by Type of Investment (%)

As of October 31, 2013



### PORTFOLIO ASSET SUMMARY AS OF OCTOBER 31, 2013

	Book Value	Market Value
Uninvested Balance	\$1,355.28	\$1,355.28
Receivable for Investments Sold	0.00	0.00
Accrual of Interest Income	10,910,146.95	10,910,146.95
Interest and Management Fees Payable	-589,423.40	-589,423.40
Payable for Investments Purchased	-130,748,056.48	-130,748,056.48
Accrued Expenses & Taxes	0.00	0.00
Repurchase Agreements	4,659,382,000.00	4,659,396,770.00
Mutual Fund Investments	0.00	0.00
Government Securities	8,539,374,128.53	8,540,127,973.62
US Treasury Bills	427,470,857.28	427,481,062.50
US Treasury Notes	761,238,416.64	761,198,243.00
<b>Total</b>	<b>\$14,267,039,424.80</b>	<b>\$14,267,778,071.47</b>

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

### PARTICIPANT SUMMARY

	Number of Participants	Balance
School District	572	\$4,309,359,486.74
Higher Education	56	\$1,189,266,850.90
Healthcare	80	\$477,401,035.40
Utility District	706	\$1,393,158,552.45
City	449	\$4,174,434,906.39
County	174	\$1,111,328,525.86
Other	264	\$1,611,849,266.10

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

<sup>(1)</sup> "WAM Days" is the mean average of the periods of time remaining until the securities held in TexPool (a) are scheduled to be repaid, (b) would be repaid upon a demand by TexPool, or (c) are scheduled to have their interest rate readjusted to reflect current market rates. Securities with adjustable rates payable upon demand are treated as maturing on the earlier of the two dates set forth in (b) and (c) if their scheduled maturity is 397 days or less; and the later of the two dates set forth in (b) and (c) if their scheduled maturity is more than 397 days. The mean is weighted based on the percentage of the amortized cost of the portfolio invested in each period.

<sup>(2)</sup> "WAM Days" is calculated in the same manner as the described in footnote 1, but is based solely on the periods of time remaining until the securities held in TexPool (a) are scheduled to be repaid or (b) would be repaid upon a demand by TexPool, without reference to when interest rates of securities within TexPool are scheduled to be readjusted.

#### Definition of Average Monthly Yield (3)

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

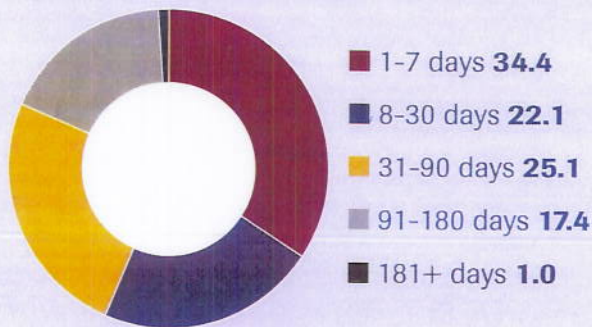
# TEXPOOL

## DAILY SUMMARY

Date	Money Mkt. Fund Equiv. (SEC Std.)	Daily Allocation Factor	TexPool Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
10/01	0.0457%	0.000001251	\$14,052,069,404.14	1.00008	58	75
10/02	0.0345%	0.000000945	\$14,077,353,154.16	1.00008	55	72
10/03	0.0334%	0.000000916	\$14,188,658,060.44	1.00007	54	71
10/04	0.0350%	0.000000959	\$14,132,379,900.85	1.00007	54	70
10/05	0.0350%	0.000000959	\$14,132,379,900.85	1.00007	54	70
10/06	0.0350%	0.000000959	\$14,132,379,900.85	1.00007	54	70
10/07	0.0343%	0.000000939	\$14,083,179,733.90	1.00006	52	68
10/08	0.0445%	0.000001219	\$14,079,283,963.09	1.00003	51	67
10/09	0.0383%	0.000001049	\$14,002,498,739.67	1.00001	49	64
10/10	0.0677%	0.000001854	\$13,856,138,880.24	0.99998	51	66
10/11	0.0523%	0.000001434	\$13,855,500,952.34	0.99999	50	66
10/12	0.0523%	0.000001434	\$13,855,500,952.34	0.99999	50	66
10/13	0.0523%	0.000001434	\$13,855,500,952.34	0.99999	50	66
10/14	0.0523%	0.000001434	\$13,855,500,952.34	0.99999	50	66
10/15	0.0582%	0.000001595	\$13,792,622,059.55	0.99996	47	63
10/16	0.0741%	0.000002031	\$13,826,541,594.99	0.99998	50	68
10/17	0.0753%	0.000002062	\$13,814,306,589.26	1.00004	51	74
10/18	0.0673%	0.000001845	\$13,795,982,050.31	1.00005	50	77
10/19	0.0673%	0.000001845	\$13,795,982,050.31	1.00005	50	77
10/20	0.0673%	0.000001845	\$13,795,982,050.31	1.00005	50	77
10/21	0.0477%	0.000001308	\$13,716,075,847.66	1.00006	49	75
10/22	0.0448%	0.000001228	\$13,790,257,939.75	1.00007	48	76
10/23	0.0423%	0.000001159	\$13,768,714,069.35	1.00007	48	75
10/24	0.0449%	0.000001229	\$13,766,527,574.67	1.00006	47	77
10/25	0.0482%	0.000001321	\$14,386,531,793.67	1.00006	46	71
10/26	0.0482%	0.000001321	\$14,386,531,793.67	1.00006	46	71
10/27	0.0482%	0.000001321	\$14,386,531,793.67	1.00006	46	71
10/28	0.0477%	0.000001308	\$14,315,898,551.05	1.00006	47	71
10/29	0.0481%	0.000001319	\$14,333,207,808.61	1.00005	47	71
10/30	0.0465%	0.000001275	\$14,397,870,591.52	1.00006	47	71
10/31	0.0555%	0.000001521	\$14,267,039,424.80	1.00006	51	75
<b>Average</b>	<b>0.0498%</b>	<b>0.000001365</b>	<b>\$14,015,965,452.60</b>	<b>1.00004</b>	<b>50</b>	<b>71</b>

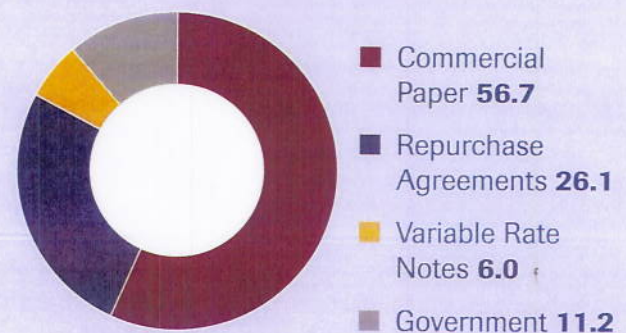
## Portfolio by Maturity (%)

As of October 31, 2013



## Portfolio by Type of Investment (%)

As of October 31, 2013



### PORTFOLIO ASSET SUMMARY AS OF OCTOBER 31, 2013

	Book Value	Market Value
Uninvested Balance	\$216.25	\$216.25
Accrual of Interest Income	226,202.14	226,202.14
Interest and Management Fees Payable	-72,974.59	-72,974.59
Payable for Investments Purchased	0.00	0.00
Accrued Expenses & Taxes	0.00	0.00
Repurchase Agreements	266,637,000.00	266,637,000.00
Commercial Paper	580,701,082.60	580,709,867.60
Bank Instruments	0.00	0.00
Mutual Fund Investments	0.00	0.00
Government Securities	135,188,810.12	135,211,025.00
Variable Rate Notes	41,000,000.00	40,998,150.00
<b>Total</b>	<b>\$1,023,680,336.52</b>	<b>\$1,023,709,486.40</b>

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

### PARTICIPANT SUMMARY

Number of Participants	Balance	
School District	75	\$503,215,174.84
Higher Education	8	\$43,846,740.02
Healthcare	8	\$34,271,028.37
Utility District	5	\$49,627,510.73
City	33	\$168,405,751.86
County	19	\$109,022,725.72
Other	19	\$115,291,755.43

# TEXPOOL PRIME

## DAILY SUMMARY

Date	Money Mkt. Fund Equiv. (SEC Std.)	Daily Allocation Factor	TexPool Prime Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
10/01	0.0718%	0.000001966	\$1,020,606,125.03	1.00002	43	49
10/02	0.0710%	0.000001944	\$1,022,487,223.00	1.00002	44	50
10/03	0.0688%	0.000001886	\$1,019,462,628.90	1.00003	46	52
10/04	0.0748%	0.000002049	\$1,018,274,571.22	1.00003	48	59
10/05	0.0748%	0.000002049	\$1,018,274,571.22	1.00003	48	59
10/06	0.0748%	0.000002049	\$1,018,274,571.22	1.00003	48	59
10/07	0.0719%	0.000001970	\$1,014,948,270.51	1.00003	45	56
10/08	0.0713%	0.000001954	\$1,013,040,818.83	1.00002	45	56
10/09	0.0834%	0.000002284	\$1,009,229,891.00	1.00001	43	54
10/10	0.1137%	0.000003115	\$1,003,349,255.84	1.00001	45	56
10/11	0.1010%	0.000002767	\$999,118,528.52	1.00000	47	58
10/12	0.1010%	0.000002767	\$999,118,528.52	1.00000	47	58
10/13	0.1010%	0.000002767	\$999,118,528.52	1.00000	47	58
10/14	0.1010%	0.000002767	\$999,118,528.52	1.00000	47	58
10/15	0.1025%	0.000002808	\$936,086,619.72	1.00001	46	58
10/16	0.1058%	0.000002899	\$934,334,632.68	1.00001	44	55
10/17	0.1024%	0.000002805	\$937,080,473.34	1.00003	47	59
10/18	0.1027%	0.000002813	\$946,630,474.39	1.00003	46	58
10/19	0.1027%	0.000002813	\$946,630,474.39	1.00003	46	58
10/20	0.1027%	0.000002813	\$946,630,474.39	1.00003	46	58
10/21	0.0738%	0.000002022	\$1,032,436,892.85	1.00003	40	50
10/22	0.0687%	0.000001881	\$1,057,356,055.24	1.00004	39	48
10/23	0.0714%	0.000001955	\$1,024,024,318.86	1.00003	40	50
10/24	0.0744%	0.000002039	\$1,029,114,231.51	1.00004	39	49
10/25	0.0836%	0.000002291	\$997,582,917.73	1.00003	42	52
10/26	0.0836%	0.000002291	\$997,582,917.73	1.00003	42	52
10/27	0.0836%	0.000002291	\$997,582,917.73	1.00003	42	52
10/28	0.0829%	0.000002270	\$995,010,853.31	1.00003	39	49
10/29	0.0820%	0.000002246	\$1,022,386,685.54	1.00003	40	50
10/30	0.0810%	0.000002219	\$1,024,240,316.50	1.00003	42	52
10/31	0.0907%	0.000002484	\$1,023,680,336.52	1.00003	41	51
<b>Average</b>	<b>0.0863%</b>	<b>0.000002364</b>	<b>\$1,000,090,762.36</b>	<b>1.00002</b>	<b>44</b>	<b>54</b>

# TEXPOOL

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

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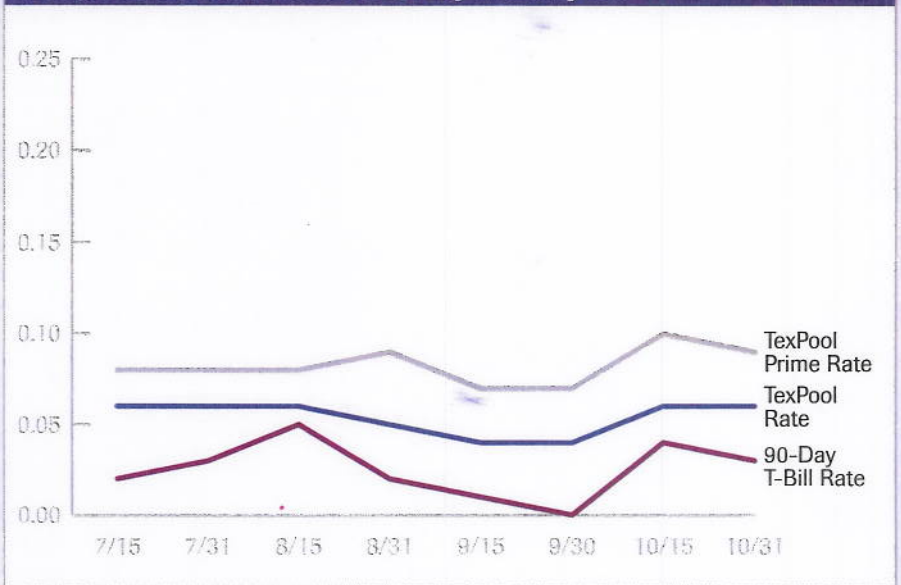
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(continued from page 1)

rise over the course of 2014 and for the yield curve to steepen. The Fed reiterated that whatever it does will be data dependent, and while the numbers may be messy for a bit because of all the temporary furloughs from the 16-day shutdown as well as the delays in awarding contracts and actually collecting data, many fundamentals still appear good. Third-quarter earnings have been relatively strong, state and local government finances continue to improve, the federal deficit continues to shrink and the economy continues to grow albeit sluggishly.

To be sure, the potential for another Washington showdown exists, starting with the Dec. 13 deadline for a House-Senate conference committee agreement on a budget, followed by the Jan. 15 deadline for approving a budget, followed by a Feb. 7 deadline for extending the debt ceiling again. These cascading deadlines alone argue for the Fed to play a waiting game before acting. But from our perspective, the outlook for money market rates is improving. Supply and liquidity in the marketplace are good. And while we don't think the Fed will move its target fed funds rate at all next year, we do expect it will begin to taper and to continue its reverse repo program in a larger way. Yields will remain low, make no mistake, but they should widen from current levels somewhat. In the meantime, in our TexPool and TexPool Prime products, we are finding some value in a large six-month Cash Management Bill issued after the Oct. 17 debt-ceiling extension and in extendable floating-rate securities.

TexPool & TexPool Prime vs. 90-Day Treasury Bill



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

Any private investor can invest in a Treasury bill. The 90-Day Treasury Bill is a weighted average rate of the weekly auctions of 90-Day Treasury Bills.

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

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Checks Written – November 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**

November 30, 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>October</b>	\$970,451.63	\$640,667.05	\$655,040.01	\$710,446.37	\$894,925.72
<b>November</b>	\$750,661.87	\$865,783.43	\$718,579.69	\$716,741.33	\$880,283.81
<b>Total</b>	<b>\$2,377,063.30</b>	<b>\$2,135,802.13</b>	<b>\$1,964,726.68</b>	<b>\$2,056,718.46</b>	<b>\$2,470,492.47</b>
<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 November are available in electronic format and were emailed to each member of the Board.

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

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

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

**Agenda Item Summary Sheet (5 D)**  
**Meeting Date: December 17, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Business and Operations** Authorization for Superintendent to Utilize Two-Step Method for Selection of a Construction Manager at Risk for the High School Auditorium Renovations

**Summary** *Texas Gov't Code § 2267.253* outlines the selection process for a Construction Manager-at-Risk.

A CMAR can be selected using either a one-step or two-step process.

**One Step Process.** The governmental entity prepares a single request for proposals. In the RFP the governmental entity may request, as part of the offeror's proposal, proposed fees and prices for fulfilling the general conditions.

**Two Step Process.** The governmental entity prepares an initial request for qualifications. In the RFQ the governmental entity may not request fees or prices. After evaluation of the statement of qualifications submitted by the offerors, the governmental entity may request five or fewer offerors, selected solely on the basis of qualifications, to provide additional information, including the construction manager-at-risk's proposed fee and prices for fulfilling the general conditions.

**ECISD Board Policy** CVD (LEGAL), FACILITIES CONSTRUCTION:  
CONSTRUCTION MANAGER-AT-RISK

**Effective Date** December 17, 2013.

**Previous Board Action** None.

**Future Action Expected** At a future meeting the Board shall make its selection among the offerors on criteria authorized in *Education Code § 44.031(b)*.

**Background Information and Significant Issues** The single Request for Proposals in the one-step process, or the initial Request of Qualifications in the two-step process must include:

1. A statement as to whether the selection process is a one-step or two-step process;
2. General information on the project site, project scope,

schedule, selection criteria and the weighted value for each criterion, and estimated budget and the time and place for receipt of the proposals or qualifications; and

3. Other information that may assist the District in its selection of a construction manager-at-risk.

At each step the District shall receive, publicly open, and read aloud the names of the offerors. At the appropriate step, the District shall also read aloud the fees and prices, if any, stated in each proposal as the proposal is opened.

Not later than the 45<sup>th</sup> day after the date on which the final proposals are opened, the District shall evaluate and rank each proposal submitted in relation to the criteria set forth in the request for proposals. *Texas Gov't Code § 2267.253(f)-(g)*

The District shall select the offeror that submits the proposal that offers the best value for the District based on the published selection criteria and on its ranking evaluation. The District shall first attempt to negotiate a contract with the selected offeror. If the District is unable to negotiate a satisfactory contract with the selected offeror, the District shall, formally and in writing, end negotiations with that offeror and proceed to negotiate with the next offeror in the order of the selection ranking until a contract is reached and negotiations with all ranked offerors end. *Texas Gov't Code § 2267.254(a)-(c)*

Not later than the seventh day after the date the contract is awarded, the District shall make the proposal rankings public. *Texas Gov't Code § 2267.254(d)*

<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	The public benefits from the Board selecting the delivery system that provides the best value for the District.
<b>Procedural and Reporting Implications</b>	The District must give Public Notice of the project.
<b>Public Comments</b>	None.
<b>Alternatives</b>	Utilize the One-Step selection process.
<b>Other Comments and Related Issues</b>	On or before the selection of a construction manager-at-risk, the District shall select or designate an architect or engineer to prepare the construction documents of the project. <i>Texas Gov't Code 2267.252(a)</i>
<b>Attachments</b>	Proposed Request for Qualifications

**Contact Person(s)**

Mark Pool, Superintendent of Schools

**Action Required**

Motion, second and majority vote to authorize the Superintendent to issue a Request for Qualifications and utilize the two-step process for selection of a Construction Manager-at-Risk for the High School Auditorium Renovation Project.

**Superintendent's Recommendation**

I recommend that the Board authorize the Superintendent to issue a Request for Qualifications and utilize the two-step process for selection of a Construction Manager-at-Risk for the High School Auditorium Renovation Project.

**Mark Pool, Superintendent of Schools**

**RENOVATIONS  
FOR  
EL CAMPO HIGH SCHOOL AUDITORIUM**

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
EL CAMPO, TEXAS 77437**

**CONSTRUCTION MANAGER-AT-RISK  
STEP ONE  
REQUEST FOR QUALIFICATIONS**

**RWS**  
ARCHITECTS

**DECEMBER 30, 2013**

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**CONSTRUCTION MANAGER-AT-RISK**  
**STEP ONE**

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**CONSTRUCTION MANAGER-AT-RISK  
STEP ONE  
NOTICE OF REQUEST FOR QUALIFICATIONS**

The El Campo Independent School District is seeking Qualifications for the Renovations for the El Campo High School Auditorium project. The project shall be delivered using a procurement method known as Construction Manager-at-Risk using the Two - Step process as allowed under the provisions of Texas Government Code, Chapter 2269, Subchapters A, B and F. In response to this Request for Qualifications (RFQ), interested firms shall submit, **as the first step** of the Two - Step process a complete Qualifications Submittal Package for Construction Manager-at-Risk, Conflict of Interest Form, the Felony Conviction Notice, Certification of Criminal History and other requirements as stated in the RFQ Submittal package. Submit Statements of Qualifications to **Mr. Mark Pool**, Superintendent, El Campo Independent School District, 600 Norris, El Campo, TX 77437, no later than **2:00 P.M., Tuesday, January 14, 2014**. A **Pre-Qualification Conference** for all interested Construction Management firms will be held at **2:00 P.M. on Tuesday, January 7, 2014** at the El Campo ISD, Board Room, 700 W. Norris, El Campo, TX 77437.

A Qualifications Submittal package may be obtained from **RWS Architects Incorporated, 3100 Timmons Lane, Suite 410, Houston, Texas, 77027, phone: 713/621-1651** after 2:00 P.M., Monday, December 30, 2013. All inquiries concerning the proposal process, scope of work, etc., shall be submitted to:

**Malcolm C. Gaus, AIA**  
RWS Architects Incorporated  
3100 Timmons Lane, Suite 410  
Houston, Texas 77027  
[gaus@rwsarchitects.com](mailto:gaus@rwsarchitects.com)

After receiving the Qualifications Submittal package at the designated place, date, and time, a selection committee will review each package submitted by interested firms, and score and rank them according to the criteria established for this process as published in the Request for Qualifications Submittal package. The Owner will select five or fewer firms that offer the best qualifications to El Campo Independent School District based on the published criteria established in this request and on the ranking evaluation form.

After selecting five or fewer firms based upon the criteria established and the ranking evaluation form, the District will conduct the second step of the Two - Step process as allowed under the provisions of Texas Government Code, Chapter 2269, Subchapters A, B and F. Requests for Proposals (RFP) will be requested from those best qualified five or fewer firms.

Proposers are cautioned that failure to provide complete qualification information and forms as requested may be grounds for the disqualification of their qualifications submittal package.

The El Campo Independent School District reserves the right to waive any and all informalities, to reject any or all proposals, and to accept the proposal that the District considers most advantageous to the District.

At the conclusion of the Two - Step selection process, the selected Construction Manager-at-Risk firm shall assist the District and its Architect with cost estimating, value engineering, constructability review, scheduling services throughout the design and development phases of the project. After a successful negotiated Guaranteed Maximum Price proposal and executed agreement, construct the project as the Owner's Construction Manager-at-Risk.

**END OF NOTICE**

**CONSTRUCTION MANAGER-AT-RISK  
STEP ONE  
REQUEST FOR QUALIFICATIONS**

The El Campo Independent School District will accept completed Statements of Qualifications (**5 bound copies**) for Construction Manager-at-Risk project delivery services until **2:00 PM, Tuesday, January 14, 2014** at the office of:

**Mr. Mark Pool, Superintendent**

700 W. Norris

El Campo, TX 77437

for

**Renovations for El Campo High School Auditorium  
El Campo Independent School District**

Sealed Qualifications will be publicly opened and the names of the firm submitting will be read aloud at the time and date listed above. Within 15 days after the date of opening of Qualifications, the District shall evaluate each firm submitting a Statement of Qualifications. The District reserves the right to waive any informality and to reject any or all submitters.

**Scope of Work:** Generally, the Project will consist of the construction of the following:

**Renovations for El Campo High School Auditorium:** The project consists of, but is not limited to, the renovation of the existing El Campo High School Auditorium and other amenities as shall be determined by Owner and developed by the Architect.

In accordance with the Texas Government Code, Chapter 2269 – Contracting and Delivery Procedures for Construction Projects, Subchapter A – General Provisions, Subchapter B - General Powers and Duties and Subchapter F - Construction Manager-AT-Risk Method, the following criteria will be considered under a **Two - Step** process for selecting the Construction Manager-at-Risk for the Project. After receiving the Qualification submittals and selecting five or fewer firms to interview in the first step of the **Two – Step** process, the District will schedule interview(s) with the firm(s) selected. The Firms ranked and determined to be the best qualified of those firms interviewed will be issued the **Step – Two** Request for Proposal package. If the District is not able to negotiate a contract based upon the proposal response from the First Ranked firm then the District will attempt to negotiate a contract with the Second Ranked firm. The selected Construction Manager will assist the District and its Architect with preconstruction services and to build the project(s) thereafter as a Construction Manager at Risk.

**Anticipated Selection Schedule:** It is anticipated that the interviews and selection of qualified firm(s) from the Step One submission process will be completed by **Tuesday, January 21, 2014** and a Request for Proposal package issued to the top ranked firms in the evaluation process on January 22, 2014. The **Step - Two** Request for Proposal response will be **due at 2:00 PM, Tuesday, February 11, 2014**. The District Administration will make their recommendation to the Board of Trustees at the Tuesday, February 18, 2014 board meeting based upon the criteria for qualifications and the Request for Proposal response that provides the best value to the District.

**Anticipated Project Schedule:** It is anticipated that pre-construction services for the project will begin on February 19, 2014; **GMP for the project will be due Wednesday, April 9, 2014** and presented at the Tuesday, April 15, 2014 Board Meeting. The Project will begin construction in May 2014 with substantial completion no later than October 15, 2014.

**Anticipated Project Budget:** The Project Budget is approximately **Two Million, One Hundred Thousand and No/100 Dollars (\$2,100,000.00).**

**Required Services of the Construction Manager-At-Risk:**

**STEP ONE: DETERMINATION OF QUALIFICATIONS:** Through the use of information submitted in the Statements of Qualifications, the District will determine which firms are best qualified for the Project. The Districts Selection Committee will evaluate and rank the firms based on the following criteria and weights:

<u><i>Step One Criteria</i></u>	<u><i>Weight</i></u>	<u><i>Explanation of Criteria</i></u>
Personnel for this Project	20%	Qualifications of proposed project personnel and their experience with educational facilities.
Construction Manager at Risk experience	15%	The Contractor's demonstrated experience and capabilities with the CM@Risk delivery method.
Previous Experience with El Campo ISD	5%	Considers prior work experience in ECISD.
Experience with other Houston area school districts	5%	Considers prior work experience with other Houston area school districts.
Experience on Similar Projects	10%	The Contractor's demonstrated experience and capabilities in the construction of educational facilities of comparable size and complexity.
Overall reputation for Managing Schedule, Budget, Scope Changes	5%	The Contractor's demonstrated qualifications for managing the project schedule, budget and scope changes through the duration of the project.
Overall reputation for Punch List/Close Out & Warranty	5%	The Contractor's demonstrated ability to provide an accurate punch list, complete the punch list in a timely manner, prepare and submit closeout documents in a timely manner and service & correct all warranty calls in a timely manner.
Quality of Construction	10%	The Contractor's demonstrated ability to deliver a high quality construction project.
Financial Stability	5%	The Contractor's fiscal ability to complete the undertaking including bond capacity.
Safety Record	5%	The contractor's ability to manage and maintain a safe work environment.

**STEP ONE TOTAL POSSIBLE WEIGHT: 85%**

<u><i>Step Two Criteria</i></u>	<u><i>Weight</i></u>	<u><i>Explanation of Criteria</i></u>
Fee	15%	The overall fee proposed for the services offered. <b>NOTE: the Fee Weight will only be used in the STEP TWO evaluation. The STEP ONE evaluation weights will be added to the STEP TWO Fee Weight in determining the Total weighted score for each offeror.</b>

**STEP TWO TOTAL POSSIBLE WEIGHT: 15%**

**TOTAL POSSIBLE WEIGHT: Step One 85% + Step Two 15% = 100%**

**Questions** about the Project or the Request for Qualifications should be emailed to Malcolm C. Gaus, AIA at [gaus@rwsarchitects.com](mailto:gaus@rwsarchitects.com) Responses will be emailed to all submitters. Please include your company's contact person and email address with your qualifications submittal.

**Pre-Qualification Conference:**

There will be a Pre-Qualification Conference for all interested Construction Management firms at the El Campo ISD Board Room, 700 W. Norris, El Campo, TX 77437, at 2:00 pm, Tuesday, January 7, 2014. Interested firms are strongly encouraged to attend. Please RSVP to Malcolm C. Gaus, AIA, RWS Architects. A Tour of the site will be conducted at the end of the conference.

**Interview Requirements:**

The District may select a Construction Manager without conducting interviews, or it may develop a short list of firms to interview. All firms submitting qualification packages should be prepared to submit additional information and to participate in a "live" in-person interview on Thursday, January 16, 2014. If the interviews are held, all short listed Construction Managers will be expected to bring the entire team that is proposed for this project, including the Project Manager, the Superintendent, the Estimator, the Senior Officer and any other key personnel that are proposed for the project. The Construction Manager will not be required to make a formal presentation. The interview will consist of the District's selection committee meeting in an informal setting with the Construction Manager team to clarify information and answer any questions the Selection Committee may have.

**STEP TWO: SELECTION OF CONSTRUCTION MANAGER-at-Risk.**

**Anticipated services to be required of the Construction-Manager-at-Risk:**

**a. Pre-Construction Services**

1. Investigate and document existing building conditions.
2. Review and evaluate existing systems and materials and perform testing and evaluation.
3. Recommendations on construction feasibility.
4. Design development guidance and recommendations.
5. Review project documents at each design phase and provide cost and constructability recommendations.
6. Line-item cost estimating at design milestones.
7. Estimates of alternative designs and materials.
8. Probable pre-purchase of long lead time items or other materials, or early site work.
9. Bidding of subcontractor work and establishment of Guaranteed Maximum Price "GMP" (other than for scope changes).
10. Disclosure of all labor and material pricing from subcontractors and suppliers.
11. Permitting as required.

**b. Construction Phase Services**

1. Contracting with qualified subcontractors
2. Construction, construction administration, and construction supervision
3. Scheduling
4. Cost control
5. Safety
6. Quality assurance
7. Project close-out, including record documents
8. Project accounting and return of any savings

**c. Warranty Phase Services**

1. Respond immediately to requests for service by the Owner or Architect for repair, adjustment, or replacement of systems and materials where such repair or replacement is covered under the Contract.
2. Coordinate the activities of vendors and sub-contractors required for warranty work.

**General Information & Requirements  
Construction Manager-At-Risk  
Step One  
for the project:**

**Renovations for El Campo High School Auditorium  
El Campo Independent School District**

1. **PUBLIC INFORMATION:** All information, documentation, and other materials submitted in response to this solicitation are considered non-confidential and/or non-proprietary and are subject to public disclosure under the Texas Public Information Act (Texas Government Code, Chapter 552) after the solicitation is completed. The Owner strictly complies with all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of RFQ information.
2. **FORM OF CONTRACT:** Any contract resulting from this solicitation shall be the Standard Form of Agreement Between Owner and Construction Manager as Constructor, AIA Document A133-2009, *as amended by the Owner for this Project*, attached as Exhibit "A". The General Conditions shall be the General Conditions of the Contract for Construction, AIA Document A201-2007, *as amended by the Owner for this Project*, attached as Exhibit "B".
3. **CLARIFICATIONS AND INTERPRETATIONS:** Any clarifications or interpretations of this RFQ that materially affect or change its requirements will be issued by the Owner as an addendum. It is the responsibility of all Respondents to obtain this information in a timely manner. All such addenda issued by the Owner before the proposals are due as part of the RFQ, and Respondents shall acknowledge receipt of and incorporate each addendum in its Qualifications. Respondents shall consider only those clarifications and interpretations that the Owner issues by addenda five (5) days prior to the submittal deadline. Interpretations or clarifications in any other form, including oral statements, will not be binding on the Owner and should not be relied on in preparing Qualifications.
4. **EVALUATION OF QUALIFICATIONS:** All properly submitted Qualifications will be reviewed, evaluated, and ranked by the Owner based on the criteria and weight of criteria described in this RFQ. Qualifications shall not include any information regarding Respondent's fees, pricing, or other compensation. Such information will be solicited from firms qualified by the Owner to participate in step two of the selection process.
5. **OWNER'S RESERVATION OF RIGHTS:** The Owner may evaluate the Qualifications based on the anticipated completion of all or any portion of the Project. The Owner reserves the right to divide the Project into multiple parts, to reject any and all Qualifications and re-solicit for new Qualifications, or to reject any and all proposals and temporarily or permanently abandon the Project. Owner makes no representations, written or oral, that it will enter into any form of agreement with any Respondent to this RFQ for any project and no such representation is intended or should be construed by the issuance of this RFQ.
6. **ACCEPTANCE OF EVALUATION METHODOLOGY:** By submitting its Qualifications in response to this RFQ, Respondent accepts the evaluation process and acknowledges and accepts that determination of the most qualified firm(s) will require subjective judgments by the Owner.
7. **NO REIMBURSEMENT FOR COSTS:** Respondent acknowledges and accepts that any costs incurred from the Respondent's participation in this RFQ process shall be at the sole risk and responsibility of the Respondent. Respondents submit Qualifications and Proposals at their own risk and expense.
8. **ELIGIBLE RESPONDENTS:** Only individual firms or lawfully formed business organizations may apply. (This does not preclude a Respondent from using consultants.) The Owner will contract only with the individual firm or formal organization that submits a Qualification.

**Statement of Qualifications  
Construction Manager-At-Risk  
Step One  
for the project:**

**Renovations for El Campo High School Auditorium  
El Campo Independent School District**

Provide the information requested below in the sequence and format prescribed by this *Statement of Qualifications* form. Refer to Page 5 for the scoring priority of the information provided.

- 1. AIA Document A305, Contractor Qualification Statement**
- 2. CONFLICT OF INTEREST.** Submit a completed Conflict of Interest Questionnaire. See attached.
- 3. FELONY CONVICTION NOTICE.** Submit a completed Felony Conviction Notice. See attached.
- 4. CRIMINAL HISTORY.** If Contractor is awarded the Contract it will be required to obtain all required national Criminal History Record Information (“CHRI”), pursuant to Texas Education Code section 22.0834 and Texas Government Code 411.082(a), on all employees, subcontractors of every tier (“Subcontractor”), Subcontractor’s employees, independent contractors, applicants, agents, or consultants, if (1) the person will have continuing duties related to the Project and (2) the duties are or will be performed on Owner’s property and the person(s) will or may have direct contact with students (“Covered Employee”). Contractor shall assume all expenses for obtaining CHRI. Any Covered Employee shall be disqualified and prohibited from performing any contract duties or services if that that Covered Employee has been convicted of one of the following offenses, if at the time of the offence the victim was under eighteen (18) or enrolled in a public school: (a) a felony offense under Title 5, Texas Penal Code; (b) an offense for which a defendant is required to register as a sex offender under Chapter 62, Texas Code of Criminal Procedure; or (c) an equivalent offense to (a) or (b) under federal law or the laws of another state (“Disqualifying Criminal History”). The Contractor shall certify to the Owner in writing that it has complied with this section and that none of its Covered Employees have a Disqualifying Criminal History on a form provided by the Owner. Contractor agrees that if it receives information that a Covered Employee is arrested or convicted for any of the Disqualifying Criminal History offenses during the performance of this contract, Contractor will immediately remove the Covered Employee from Owner’s property or other location where students are regularly present, and notify the Owner of said removal within three (3) days of doing so. Contractor understands that any failure to comply with the requirements of this section may be grounds for termination of the contract. Instructions for complying with CHRI requirements are available from the Owner.
- 5. EXPERIENCE.** List and describe only your projects that are specifically relevant to El Campo ISD’s proposed project.
- 6. REFERENCES.** For those projects listed above, provide name, title, current phone number and email address for architect and owner representatives familiar with the services performed by your company.
- 7. RESUMES OF KEY PERSONNEL.** Provide resumes of key personnel to be assigned to this project, including the Principal in Charge, Estimator, Project Manager and assistants, and Superintendent and assistants. Resumes must clearly show specifically relevant experience in projects of similar scope, size, and complexity. Provide references for each person, who can substantiate their background and experience. Include current contact information for each reference.

8. **PROJECT SCHEDULING.** Include a detailed example of the level of scheduling quality to be expected on the project, utilizing the schedule of one of your completed projects of similar complexity.
9. **COST ESTIMATING.** For a single project (project name may be concealed), attach a cost estimate prepared during the design phase, and the final cost breakdown of the Guaranteed Maximum Price. Explain any significant differences between the two amounts.
10. **CERTIFICATE OF INSURANCE.** A Certificate of Insurance must accompany all Statements of Qualifications, on an ACORD form itemizing the Construction Manager's normal coverage at the time of this qualification. Additional insurance coverage available to the Owner without increase in cost (due to normal coverage's carried by the company) will be considered of benefit to the Owner. Please show available excess or umbrella coverage's on the insurance certificate, should such coverage's be in place. Property Insurance (Builder's Risk) will be provided and paid for by the CMR.
11. **CONSTRUCTION MANAGER-AT-RISK SERVICES.** Describe your organization's approach to working in a team relationship with the Owner and Architect during the design and construction of educational facility projects. Describe your organization's methods for cost control and evaluating building systems during the design/construction documents phases. It is anticipated that the guaranteed maximum price (GMP) will be provided at or near 90% completion of construction documents.
12. **ADDITIONAL COMMENTS.** The aesthetics of the Statement of Qualifications will play no part in the selection of a CMR. Clarity, completeness, and responsiveness to the RFQ are required. The Owner reserves the right to reject any Statement of Qualifications without cause.
13. **ACKNOWLEDGEMENT OF ADDENDUM.** Provide in your response to the Statement of Qualifications, a statement acknowledging the receipt of all Addendum received.
14. **Waiver by Respondent:** BY SUBMITTING A RESPONSE, THE RESPONDENT AGREES TO AND DOES HEREBY WAIVE ANY AND ALL CLAIMS IT HAS OR MAY HAVE AGAINST THE EL CAMPO INDEPENDENT SCHOOL DISTRICT, AND ITS TRUSTEES, EMPLOYEES, OR AGENTS ARISING OUT OF OR IN CONNECTION WITH (1) THE ADMINISTRATION, EVALUATION, OR RECOMMENDATION OF ANY RESPONSE OR OFFER; (2) ANY REQUIREMENTS UNDER THE SOLICITATION, RFQ, RFP, OR RELATED DOCUMENTS; (3) THE REJECTION OF ANY RESPONSE OR ANY PART OF ANY RESPONSE OR OFFER; (4) WAIVER BY THE EL CAMPO INDEPENDENT SCHOOL DISTRICT OF ANY TECHNICALITIES IN THE SOLICITATION, RFQ, AND/OR RFP PACKAGE AND RELATED DOCUMENTS AND ANY RESPONSE, PROPOSAL, OR OFFER; (5) WAIVER OR CHANGE IN ANY NON-MATERIAL PROVISION OF THE SOLICITATION, RFQ, AND/OR RFP PACKAGE AND RELATED DOCUMENTS OR MATERIALS THAT DO NOT ADVERSELY AND SPECIFICALLY AFFECT THE PREVIOUSLY SUBMITTED RESPONSES OR OFFERS; AND/OR (6) THE AWARD OF A CONTRACT, IF ANY.

**Format for Qualifications  
Construction Manager-At-Risk  
Step One  
for the project:**

**Renovations for El Campo High School Auditorium  
El Campo Independent School District**

**A. GENERAL INSTRUCTIONS**

1. Qualifications shall be prepared SIMPLY AND ECONOMICALLY, providing a straightforward, CONCISE description of the Respondent's ability to meet the requirements of this RFQ. Emphasis shall be on the QUALITY, completeness, clarity of content, responsiveness to the requirements, and an understanding of Owner's needs.
2. Respondents shall carefully read the information contained in this RFQ and submit a complete response to all requirements and questions as directed. Incomplete Qualifications may be considered non-responsive and subject to rejection.
3. Qualifications and any other information submitted by Respondents in response to this RFQ shall become the property of the Owner.
4. Qualifications that are qualified with conditional clauses, alterations, items not called for in the RFQ documents, or irregularities of any kind are subject to rejection by the Owner, at its option.
5. Failure to comply with all requirements contained in this Request for Qualifications may result in the rejection of the Qualifications.

**B. PAGE SIZE, BINDING, DIVIDERS, AND TABS**

1. Qualifications shall be printed on letter-size (8-1/2" x 11") paper.
2. Separate and identify each response to this RFQ by use of a divider.
3. Submittals shall include a "Table of Contents" and give page numbers for each part the Qualifications.
4. Number all pages of the submittal sequentially using Arabic numerals (1, 2, 3, etc.).

**Execution of Offer  
Construction Manager-At-Risk  
Step One  
for the project:**

**Renovations for El Campo High School Auditorium**

**El Campo Independent School District**

The Respondent must complete, sign and return this Execution of Offer as part of their Qualifications. Failure to sign and return this form will subject the Qualifications to rejection by the Owner.

Respondent's Name: \_\_\_\_\_

Respondent's State of Texas Tax Account No.: \_\_\_\_\_  
*(This 11 digit number is mandatory)*

If a Corporation:

Respondent's State of Incorporation: \_\_\_\_\_

Respondent's Charter No.: \_\_\_\_\_

Identify each person who owns at least 25% of the Respondent's business entity by name:

\_\_\_\_\_  
*(Name)*

\_\_\_\_\_  
*(Name)*

\_\_\_\_\_  
*(Name)*

\_\_\_\_\_  
*(Name)*

Submitted and Certified By:

\_\_\_\_\_  
*(Respondent's Name)*

\_\_\_\_\_  
*(Title)*

\_\_\_\_\_  
*(Street Address)*

\_\_\_\_\_  
*(Telephone Number)*

\_\_\_\_\_  
*(City, State, Zip Code)*

\_\_\_\_\_  
*(Fax Number)*

\_\_\_\_\_  
*(Authorized Signature)*

\_\_\_\_\_  
*(Date)*

**NOTE TO RESPONDENTS: SUBMIT ENTIRE SECTION WITH RESPONSE.**

**THIS EXECUTION OF OFFER MUST BE COMPLETED, SIGNED, AND RETURNED WITH THE RESPONDENT'S QUALIFICATIONS. FAILURE TO COMPLETE, SIGN AND RETURN THIS EXECUTION OF OFFER WITH THE QUALIFICATIONS MAY RESULT IN REJECTION OF THE QUALIFICATIONS.**

**SIGNING A FALSE STATEMENT MAY VOID THE SUBMITTED QUALIFICATIONS OR ANY AGREEMENTS OR OTHER CONTRACTUAL ARRANGEMENTS, WHICH MAY RESULT FROM THE SUBMISSION OF RESPONDENT'S QUALIFICATIONS, AND THE RESPONDENT MAY BE REMOVED FROM ALL PROPOSER LISTS. A FALSE CERTIFICATION SHALL BE DEEMED A MATERIAL BREACH OF CONTRACT AND, AT OWNER'S OPTION, MAY RESULT IN TERMINATION OF ANY RESULTING CONTRACT OR PURCHASE ORDER.**

**BY SIGNATURE HEREON:**

1. Respondent acknowledges and agrees that (1) this RFQ is a solicitation for Qualifications and is not a contract or an offer to contract; (2) the submission of Qualifications by Respondent in response to this RFQ will not create a contract between the Owner and Respondent; (3) the Owner has made no representation or warranty, written or oral, that one or more contracts with the Owner will be awarded under this RFQ; and (4) Respondent shall bear, as its sole risk and responsibility, any cost which arises from Respondent's preparation of a response to this RFQ.
2. Respondent agrees to furnish to the Owner the services described in its Qualifications, and to comply with all terms, conditions and requirements set forth in the RFQ and documents contained herein.
3. Respondent affirms that Respondent has not given, and does not intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with the submitted Qualifications.
4. A corporate Respondent certifies that it is not currently delinquent in the payment of any Franchise Taxes due under Chapter 171, Texas Tax Code, or that the corporate Respondent is exempt from the payment of such taxes, or that the corporate Respondent is an out-of-state corporation that is not subject to the Texas Franchise Tax, whichever is applicable.
5. Respondent certifies that neither the Respondent nor the firm, corporation, partnership or Owner represented by the Respondent, or anyone acting for such firm, corporation, or institution has violated the antitrust laws of this state, codified in Section 15.01, et. seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly the Qualifications made to any competitor or any other person engaged in such line of business.
6. Respondent represents and warrants that:
  1. Respondent is a reputable company regularly engaged in providing construction manager services necessary to meet the terms, conditions and requirements of the construction agreement.
  2. Respondent has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the terms, conditions and requirements of the construction agreement.
  3. Respondent is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances.
  4. Respondent understands (i) the requirements and specifications set forth in this RFQ and (ii) the terms and conditions set forth in the Agreement under which Respondent will be required to operate.
  5. Respondent, if selected by the Owner, will maintain insurance as required by the construction agreement.

6. All statements, information and representations prepared and submitted in response to this RFQ are current, complete, true and accurate. Respondent acknowledges that the Owner will rely on such statements, information and representations in selecting the successful Respondent. If selected by the Owner as the successful Respondent, Respondent will notify the Owner immediately of any material change in any matters with regard to which Respondent has made a statement or representation or provided information.
7. Under Section 231.006, Texas Family Code, the Respondent certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate.
8. Under Section 2155.004, Texas Government Code, the Respondent certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.
9. Under Section 2254.004, Texas Government Code, the Respondent certifies that each individual or business entity which is an engineer or architect proposed by Respondent as a member of its team was selected based on demonstrated competence and qualifications only.
7. Respondent certifies that the individual signing this document and the documents made part of the RFQ is authorized to sign such documents on behalf of the company and to bind the company under any agreements or other contractual arrangements which may result from the submission of Respondent's Qualifications.
8. Respondent certifies that if a Texas address is shown as the address of the Respondent, Respondent qualifies as a Texas Resident Respondent as defined in Rule 1 TAC 111.2.
9. Respondent certifies that no relationship, whether as relative, business associate, by capital funding agreement or any other similar relationship exists between Respondent and a trustee or administrator of the Owner, and Respondent has not been an employee of the Owner within the immediate twelve (12) months prior to your RFQ response. All such disclosures will be subject to administrative review and approval prior to the Owner entering into any contract with Respondent.
10. Respondent affirms that no compensation has been received for participation in the preparation of the specifications for this RFQ. (ref. Section 2155.004 Texas Government Code).
11. Respondent represents and warrants that Respondent will comply with the safety standards established and promulgated under the Federal Occupational Safety and Health Law (Public Law 91-596) and its regulations in effect or proposed as of the date of this solicitation.
12. Respondent certifies that Respondent will comply with all applicable federal laws and regulations pertaining to Equal Employment Opportunities.

**Felony Conviction Notification**

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History of Contractor, Subsection (a), states "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

Subsection (b) states "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

This Notice is Not Required of a Publicly-Held Corporation.

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true to the best of my knowledge.

Vendor's Name:

\_\_\_\_\_

Authorized Company Official's Name (Printed):

\_\_\_\_\_

A. My firm is a publicly-held corporation, therefore, this reporting requirement is not applicable.

Signature of Company Official: \_\_\_\_\_

B. My firm is not owned nor operated by anyone who has been convicted of a felony.

Signature of Company Official: \_\_\_\_\_

C. My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Details of Conviction(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Company Official: \_\_\_\_\_

FOR VENDOR OR OTHER PERSON DOING BUSINESS WITH LOCAL GOVERNMENTAL ENTITY

This questionnaire is being filed in accordance with chapter 176 of the Local Governmental Code by a person doing business with the governmental entity.

By law this questionnaire must be filed with the records administrator of the local government not later than the 7<sup>th</sup> business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

<b>OFFICE USE ONLY</b>
Date Received

1. **Name of person doing business with local governmental entity.**

2.  **Check here if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7<sup>th</sup> business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3. **Describe each affiliation or business relationship with an employee or contractor of the local governmental entity who makes recommendations to a local government officer of the local governmental entity with respect to expenditure of money.**

4. **Describe each affiliation or business relationship with a person who is a local government officer and who appoints or employs a local government officer of the local governmental entity that is the subject of this questionnaire.**

**5. Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.)**

This section, item 5 including subparts A, B, C and D, must be completed for each officer with whom the filer has affiliation or business relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?

\_\_\_\_\_ YES

\_\_\_\_\_ NO

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity?

\_\_\_\_\_ YES

\_\_\_\_\_ NO

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

\_\_\_\_\_ YES

\_\_\_\_\_ NO

D. Describe each affiliation or business relationship.

---

**6. Describe any other affiliation or business relationship that might cause a conflict of interest.**

**7.**

---

Signature of person doing business with the governmental entity

---

Date

**Agenda Item Summary Sheet (5 A)**  
**Meeting Date: December 17, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Business and Operations</b>	Acceptance of Check from American Express for the El Campo Independent School District Education Foundation
<b>Summary</b>	<p>Three years ago we began participation in an American Express Corporate Services Program called <i>GIVINGExpress</i>. The <i>GIVINGExpress</i> program is a partnership between American Express, GuideStar, and JustGive. GuideStar provides a data base of all eligible 501(c) 3 organizations in the United States, with over one million nonprofit organizations listed. JustGive is the transaction engine that processes the donation and sends a check to the nonprofit.</p> <p>Through the <i>GIVINGExpress</i> program American Express works with a number of Texas Independent School Districts. The school districts identify key suppliers that accept the American Express Corporate Card and then pay their key suppliers with their card. By doing so the districts earn Membership Rewards points for every invoice paid and can then utilize the rewards to benefit their organization by donating points to their foundation. Every 1,000 points donated equals \$10.00.</p>
<b>ECISD Board Policy</b>	None.
<b>Effective Date</b>	December 17, 2013
<b>Previous Board Action</b>	None.
<b>Future Action Expected</b>	Annually accept donations on from points earned through the American Express Corporate Services <i>GIVINGExpress</i> .
<b>Background Information and Significant Issues</b>	Because of a change by American Express of the total number of points that can be earned in a calendar year, we are redeeming the points earned to date for a donation to our education foundation in the amount of \$37,500.
<b>Fiscal Impact</b>	\$37,500 to the El Campo Independent School District Education Foundation.
<b>Student and Public Benefit</b>	This donation will provide a lead gift to the new education foundation.
<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>	Mark Pool, Superintendent of Schools
<b>Action Required</b>	Motion, second and majority vote to accept the donation of \$37,500 from American Express Corporate Services GIVINGExpress program on behalf of the El Campo Independent School District Education Foundation.
<b>Superintendent's Recommendation</b>	I recommend that you accept the donation of \$37,500 from American Express Corporate Services GIVINGExpress program on behalf of the El Campo Independent School District Education Foundation. <b>Mark Pool, Superintendent of Schools</b>

## ***Action Required***

### **Business and Operations**

Consider Construction Manager at Risk as the Construction Delivery Method for the High School Auditorium Renovations.

### **Summary**

The following is a brief description of construction services outlined in *Texas Education Code § 44.031(a)* and *Gov't Code § 2267* that are applicable to the District's pending construction projects:

1. **Competitive bidding.** This is the traditional method of completing construction documents, advertising in a newspaper in the county, and accepting and opening sealed bids. It is similar to the method allowed prior to 1995, except that a school district is allowed to consider factors other than price.

A major disadvantage is that if the low qualified bid or number one ranked bid is higher than the school district's budget, the school district cannot negotiate for a change in scope of work and price. In order to seek a lower price, the school district has to reject all bids, revise the construction documents, and rebid the project, a costly and time consuming process.

2. **Competitive sealed proposals.** This is similar to Competitive Bids, except that the school district "may discuss with the selected offeror options for a scope or time modification and any price change associated with the modification." That is, if the project is over budget, the school district may consider reducing the scope of the project and ask the contractor to negotiate a lower price.
3. **Construction manager at risk.** This method was borrowed from the private sector where it is sometimes referred to as "fast track". Using this method, the Construction Manager at Risk (CMAR) can be selected prior to the completion of construction documents, sometimes at the same time or shortly after the architect is selected.

At a given point in the process, the CMAR submits a Guaranteed Maximum Price (GMP) for the construction project. If the actual price exceeds the GMP with all sub work being competitively bid, the CMAR is responsible for the added costs. If there are additional cost savings, the school receives all the savings.

An advantage is that the CMAR can consult with the owner and architect during the design phase on cost, schedule and value engineering. Another real advantage is that CMAR method can give the owner and architect more control over the selection of subcontractors and suppliers.

4. **Construction manager agent.** Although this method sounds similar to CMAR, it is very different. A Construction Manager Agent (CMA) has no liability (“risk”) for the project cost or schedule. The CMA is merely an agent or consultant to the owner. The owner is the “general contractor” and takes all of the risk for cost and schedule that a general contractor or CMAR would normally have. Instead of one contract with a general contractor or CMAR, the owner will have numerous contracts and purchase orders directly with trade contractors and suppliers.
5. **Design/Build contract.** This method makes a single entity responsible for both design and construction of the project. Because it permits design and construction to overlap in time, it may result in completion of a project faster than other methods which require construction documents to be complete before construction begins. It also may be appropriate when the major component of a project is designed by the manufacturer, such as a pre-engineered steel building.

Disadvantages of the method are that the total cost may be higher than a more competitively bid project and that there is not an independent architect with at least some responsibility to evaluate the contractor’s work.

#### **Procurement Procedures.**

Construction documents should be 100% complete prior to requesting competitive bids and competitive sealed proposals. Construction documents are not required for construction manager at risk, construction manager agent, or design/build procurements.

Procurement is made through preparation of Request for Bids, Request for Sealed Proposals, or Requests for Qualifications. The type of “request” depends on the type of procurement.

Competitive Bids and Competitive Sealed Proposals require a Request for Proposals (RFP) which will include 100% complete construction documents (plans and specifications), the form of owner/contractor agreement, general conditions, supplementary conditions, and general requirements. Typically, the RFP is prepared by the school district’s architect or engineer.

The Request for Proposal for construction manager contracts and the Request for Qualifications for design/build contracts do not require 100% completion of construction documents. Often these RFPs or RFQs do not contain the form of agreement between the owner and construction manager or design/builder.

#### **Criteria and Weight of Criteria.**

The school district is required to include the criteria and weight of criteria in the RFP or RFQ. Once this is published, the school district is obligated to evaluate the proposals based on the

published criteria and weight. Unless the “price” criteria is 100%, it is possible that the number one ranked proposer will not be the lowest price proposer. The District should carefully consider the criteria and weight of criteria before the RFPs or RFQs are issued to insure it will result in the District receiving the best value for the District.

The district may consider: (1) the purchase price; (2) reputation of the vendor; (3) the quality of the vendor’s goods and services; (4) the extent to which the goods or services meet the district’s needs; (5) past relationship with the vendor; (6) the impact on the ability of the district to comply with laws and rules relating to historically underutilize businesses; (7) total long-term cost to the district in using the vendor; (8) any other relevant factor specifically listed in the district’s request for bids or proposals. The district shall publish in the request for bids, proposals, or qualifications the evaluative criteria and their assigned weights.

**Publication of Notice.**

Notice of the time by when and place where the bids or proposals will be received and opened shall be published in the county in which the district’s central administrative office is located, once a week for at least two weeks before the deadline for receiving bids, proposals, or responses to a request for qualifications.

**Receiving and Opening Bids, Proposals or Responses to Request for Qualifications.**

The school district shall receive and open bids, proposals or responses for qualifications in the county of the district’s central administrative office.

**Selection or Ranking of Contractors, Construction Managers at Risk, or Design/Build Firms.**

According to *Texas Education Code § 44.0312(a)* the Board may delegate an individual or committee to make an advisory recommendation for action by the Board.

The more common practice for ranking proposals appears to be that the Board does not delegate the ranking but does designate a person or committee to make an advisory ranking. The advisory ranking is presented to the Board and the Board takes action to accept or reject the recommendations. If the Board rejects the advisory ranking, the Board may rank the proposals, but it is bound by the criteria and weight of criteria in the RFP or RFQ.

**ECISD Board Policy**

CV (LEGAL), FACILITIES CONSTRUCTION

CV (LOCAL), FACILITIES CONSTRUCTION.

CVD (LEGAL), FACILITIES CONSTRUCTION:  
CONSTRUCTION MANAGER-AT-RISK

<b>Effective Date</b>	December 17, 2013.
<b>Previous Board Action</b>	None.
<b>Future Action Expected</b>	At a future meeting the Board shall make its selection among the offerors on criteria authorized in <i>Education Code § 44.031(b)</i> .
<b>Background Information and Significant Issues</b>	<p>According to ECISD policy CV (LOCAL), FACILITIES CONSTRUCTION, CONSTRUCTION CONTRACTS, prior to advertising, the Board shall determine the project deliver/contract award method to be used for each construction project valued at or above \$50,000. To assist the Board, the Superintendent shall recommend the project delivery/contract award method that he or she determines provides the best value to the District.</p> <p>For the High School Auditorium Renovation Project, based on discussions with John Robertson with RWS Architects, and George Grimes, attorney with Walsh-Anderson, I am recommending "Construction Manager at Risk" as the delivery method.</p>
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	The public benefits from the Board selecting the delivery system that provides the best value for the District.
<b>Procedural and Reporting Implications</b>	After the Board approves a delivery system, the District must publish a Request for Proposals.
<b>Public Comments</b>	None.
<b>Alternatives</b>	There are five possible delivery methods for the pending construction projects.
<b>Other Comments and Related Issues</b>	<p>CMAR is a delivery method by which the District contracts with an architect or engineer for design and construction phase services and contracts separately with a construction manager-at-risk to serve as the general contractor and provide consultation during the design and construction, rehabilitation, alteration, or repair of a facility. <i>Texas Gov't Code § 2267.251(a)</i>.</p> <p>A CMAR is a sole proprietorship, partnership, corporation, or other legal entity that assumes the risk for construction, rehabilitation, alteration, or repairs of a facility at a contracted price as a general contractor and provides consultation to the District regarding construction during and after the design of the</p>

facility. The contracted price may be a guaranteed maximum price. *Texas Gov't Code § 2267.251(b)*

In using this method the District must comply with applicable legal requirements which include the following steps:

1. Selecting a Contracting Method;
2. Giving Public Notice of the project;
3. Publishing Contract Selection Criteria
4. Making Evaluations Public after the contract is awarded; and
5. Providing for Inspection, Verification, and Testing necessary for acceptance of the facility by the District.

**Attachments**

None.

**Contact Person(s)**

Mark Pool, Superintendent of Schools

**Action Required**

Motion, second and majority vote to approve "Construction Manager at Risk" as the construction delivery method for the High School Auditorium Renovation project.

**Superintendent's Recommendation**

I recommend that the Board approve "Construction Manager at Risk" as the construction delivery method for the High School Auditorium Renovation project.

**Mark Pool, Superintendent of Schools**

## ***Action Required***

<b>Governance</b>	Weighted Criteria for Selection of Construction Manager at Risk for the High School Auditorium Renovations
<b>Summary</b>	<p>The school district is required to include the criteria and weight of criteria in the RFQ. Once this is published, the school district is obligated to evaluate the proposals based on the published criteria and weight. The District should carefully consider the criteria and weight of criteria before the RFQs are issued to insure it will result in the District receiving the best value for the District.</p> <p>According to <i>Gov't Code § 2267.055</i> the District may consider the following criteria in determining the award of a contract:</p> <ol style="list-style-type: none"><li>(1) Price.</li><li>(2) The offeror's experience and reputation.</li><li>(3) The quality of the offeror's goods and services.</li><li>(4) The impact on the ability of the District to comply with rules relating to historically underutilized businesses.</li><li>(5) The offeror's safety record.</li><li>(6) The offeror's proposed personnel.</li><li>(7) Whether the offeror's financial capability is appropriate to the size and scope of the project.</li><li>(8) Any other relevant factor specifically listed in the request for bids, proposals, or qualifications.</li></ol>
<b>ECISD Board Policy</b>	CV (LEGAL), FACILITIES CONSTRUCTION CV (LOCAL), FACILITIES CONSTRUCTION.
<b>Effective Date</b>	December 17, 2013.
<b>Previous Board Action</b>	The Board has previously approved weighted criteria for awarding contracts on previous construction projects, the latest being the Myatt Elementary Restroom Addition in 2009-2010. However, the Board has not used the two-step process in the past.
<b>Future Action Expected</b>	At a future meeting the Board shall make its selection among the offerors on criteria authorized in <i>Gov't Code § 2267.055</i> .

**Background Information and Significant Issues**

According to ECISD policy CV (LEGAL), FACILITIES CONSTRUCTION, the District shall publish in the request for proposals or qualifications the criteria that will be used to evaluate the offerors and the applicable weighted value for each criterion. In selecting a contractor, the District shall base its selection among offerors on applicable criteria listed for the particular method used. The District shall document the basis of its selection and shall make the evaluations public not later than the seventh day after the date the contract is awarded.

The following is a list of proposed criteria and their corresponding weight:

- Personnel for this Project .....20%  
Qualifications of proposed project personnel and their experience with educational facilities.
  
- Construction Manager at Risk Experience .....15%  
The Contractor’s demonstrated experience and capabilities with the CMAR delivery method.
  
- Previous Experience with El Campo ISD .....5%  
Considers prior work experience in the ECISD.
  
- Experience with other Houston Area School Districts .....5%  
Considers prior work experience with other Houston Area school districts.
  
- Experience on Similar Projects.....10%  
The Contractor’s demonstrated experience and capabilities in the construction of educational facilities of comparable size and complexity.
  
- Overall Reputation for Managing Schedule, Budget, Scope Changes .....5%  
The Contractor’s demonstrated qualifications for managing the project schedule, budget and scope changes through the duration of the project.
  
- Overall Reputation for Punch List/Close Out & Warranty...5%  
The Contractor’s demonstrated ability to provide an accurate punch list, complete the punch list in a timely manner, prepare and submit closeout documents in a timely manner and service and correct all warranty calls in a timely manner.

- Quality of Construction and Relationship with Local Subcontractors.....10%  
The Contractor’s demonstrated ability to deliver a high quality construction project and include local area subcontractors in the construction project.
  - Financial Stability.....5%  
The Contractor’s fiscal ability to complete the undertaking including bond capacity.
  - Safety Record .....5%  
The Contractor’s ability to manage and maintain a safe work environment.
- Step One Total .....85%**

**Step Two Criteria**

- Fee.....15%
- Total Possible Weight .....100%**

<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	The public benefits from the selection of the Proposer that provides the best value for the District.
<b>Procedural and Reporting Implications</b>	Weighted criteria will be used to select the best contractor.
<b>Public Comments</b>	None.
<b>Alternatives</b>	Criteria may be added or deleted and weights can be adjusted.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.

**Contact Person(s)**

Mark Pool, Superintendent of Schools

**Action Required**

Motion, second and majority vote to approve the weighted criteria to be used for the selection of the Construction Manager at Risk for the High School Auditorium Renovations.

**Superintendent's Recommendation**

I recommend that the Board approve the recommended weighted criteria to be used for the selection of the Construction Manager at Risk for the High School Auditorium Renovations.

**Mark Pool, Superintendent of Schools**

**Business and Operations**

Timelines for Selection of Construction Manager at Risk for the High School Auditorium Renovations

**Summary**

The following is a proposed timeline for the High School Auditorium Renovation Project:

- December 17, 2013 – Regular Monthly Board Meeting. (1) The board selects Construction Manager at Risk as the delivery method for the high school auditorium renovation project and authorizes the administration to start the two-step selection process by issuing a Request for Qualifications. (2) The board approves the CMAR selection criteria and the weighted value of each criterion.
- December 30, 2013 – January 12, 2014 – Publication of Notice for RFQ.
- January 7, 2014 – Pre-Qualification Conference with interested General Contractors prior to receiving the Step One RFQ.
- January 14, 2014, 2:00 p.m. – Statement of Qualifications are received. Proposals are evaluated using the board approved weighted selection criteria. No more than five contractors are selected to provide additional information including the CMAR proposed fee and prices for fulfilling the general conditions.
- January 16, 2014 – Interview date for the short list of General Contractor firms.
- January 21, 2014 – Regular Monthly Board Meeting. The Board of Trustees is provided with the “short-list” of contractors and authorizes the administration to request proposals, including proposed fees and prices for general conditions, for the High School Auditorium Renovation project.
- February 11, 2014, 2:00 p.m. – Proposals are received and evaluated using the board approved weighted selection criteria. Offerors are ranked accordingly.
- February 18, 2014 – Regular Monthly Board Meeting. Board authorizes Superintendent to begin contract negotiations with contractors in the order in which they were ranked.
- February 19, 2014 – Pre-Construction Services Begin
- April 9, 2014 – Guaranteed Maximum Price due
- April 15, 2014 – Regular Monthly Board Meeting. Guaranteed Maximum Price presented to the Board and decisions made on whether or not to proceed with all or part of the project.
- May 20, 2014 – Construction begins.
- October 15, 2014 – Substantial Completion date.

<b>ECISD Board Policy</b>	None.
<b>Effective Date</b>	December 17, 2013
<b>Previous Board Action</b>	The Board has considered the proposed auditorium renovations since 2007.
<b>Future Action Expected</b>	As we move forward with this project 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>	<p><b>Opinion of Probable Costs</b></p> <ul style="list-style-type: none"> <li>• Proposed Phase One .....\$1,419,654.26</li> <li>• Proposed Phase Two .....\$505,906.20</li> <li>• Proposed Phase Three .....<u>\$199,511.21</u></li> </ul> <p><b>Total</b> .....<b>\$2,125,071.67</b></p>
<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>	None.
<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>

**Business and Operations** Timelines for Competitive Sealed Proposals for the Myatt and Northside Elementary Security Entrances and Northside Elementary Canopy

**Summary** The following is a proposed timeline for the construction of the security entrances at Myatt and Northside Elementary Schools, and the new canopy system at Northside Elementary:

- January 7, 2014 – Drawings and specifications completed;
- January 7, 2014 – Request for Competitive Sealed Proposals issued;
- January 23, 2014 – Proposals Received
- January 23, 2014 – Special Meeting to Consider Proposals
- January 28, 2014 – Notice to Proceed
- March 10-14, 2014 – Major Construction Period for Security Entrances
- May 1, 2014 – Completion of all Work on Security Entrances
- June 9 – July 9, 2014 – Construction of Canopy

**ECISD Board Policy** None.

**Effective Date** December 17, 2013

**Previous Board Action** The Board conducted a Facilities Workshop on June 11, 2013. These projects have been a part of our ongoing discussions since that time.

**Future Action Expected** As we move forward with these projects there will be an item on the agenda each month to review and/or discuss construction issues.

**Background Information and Significant Issues** None.

**Fiscal Impact**

**Opinion of Probable Costs**

- Myatt Elementary School Security Entrance.....\$82,491.19
- Northside Elementary Security Entrance .....\$121,130.27
- Northside Elementary Canopy System .....\$138,306.15

**Total** .....**\$341,927.61**

<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>	None.
<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>

**Business and Operations** Timelines for Competitive Sealed Proposals for Repair and Resurfacing of the Track at Ricebird Stadium and Resurfacing of the High School Tennis Courts

**Summary** The following is a proposed timeline for repair and resurfacing of the track at Ricebird Stadium and resurfacing of the high school tennis courts:

- March 6, 2014 – Drawings and specifications completed;
- March 6, 2014 – Request for Competitive Sealed Proposals issued;
- March 20, 2014 – Proposals Received
- March 25, 2014 –Special Board Meeting to Consider Proposals (or reschedule Regular Meeting from March 18<sup>th</sup> to March 25<sup>th</sup>)
- April 1, 2014 – Notice to Proceed
- June 9, 2014 – Start Construction
- August 1, 2014 – Substantial Completion

**ECISD Board Policy** None.

**Effective Date** December 17, 2013

**Previous Board Action** The Board conducted a Facilities Workshop on June 11, 2013. These projects have been a part of our ongoing discussions since that time.

**Future Action Expected** As we move forward with these projects there will be an item on the agenda each month to review and/or discuss construction issues.

**Background Information and Significant Issues** None.

<b>Fiscal Impact</b>	<p><b>Quotes from Hellas Construction</b></p> <ul style="list-style-type: none"> <li>• Running Track Repair and Patch .....\$79,569.00</li> <li>• Running Track Retop .....\$85,868.00</li> <li>• Recondition Tennis Courts .....<u>\$23,500.00</u></li> </ul> <p><b>Total</b> .....<b>\$188,937.00</b></p>
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<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>	None.
<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>

# EL CAMPO INDEPENDENT SCHOOL DISTRICT

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

December 17, 2013

**ROBERT MARK POOL**  
Superintendent

**DAVID BRIGHT**  
ASSISTANT SUPERINTENDENT  
FOR FINANCE

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

**Kelly Waters**  
ASSISTANT SUPERINTENDENT  
FOR CURRICULUM  
AND INSTRUCTION  
2620 Meadow Lane  
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979-543-8255

## BOARD OF TRUSTEES

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**JAMES RUSSELL**  
TRUSTEE

TO: Board of Trustees  
FROM: Mark Pool

### Agenda Item 5 H

**Scope of Work and Opinion of Probable Cost for Ricebird Stadium Field House and Public Restroom Project.** Malcolm Gaus has worked with Bob Gillis to develop a scope of work and opinion of probable cost for this project. Additional information should be available at the meeting.

### Agenda Item 5 I

**Construction Progress on the High School Baseball and Softball Field Complex.** Due to the exceptionally wet conditions a minimal amount of progress has been made on this project since our last meeting. We have not had a construction meeting since November 14<sup>th</sup>.

The Real Estate Sales Contract and Facilities Use Agreement have been signed by both the district and the El Campo Little League and delivered to Mid-Coast Title Company with a \$1,000 earnest money check.

Ronny Collins is working with George Grimes to set up the logistics of an escrow agreement for additional earnest money in order for the Little League to pay Polasek Construction, Inc.

### Agenda Item 5 J

**Pending Purchase of Property for FFA Project Center.** The district has reached a tentative agreement with the Aline Peters Estate for the purchase of five acres adjacent to the existing middle school property and contiguous with the districts eastern most property line. A Real Estate Sales Contract is being developed by Jim Boulingy and George Grimes.

### Agenda Item 5 K

**Work of Community Facilities Advisory Committee.** The Community Facilities Advisory Committee had their first meeting on Tuesday, December 10, 2013. The meeting was primarily organizational and information sharing in nature.

The next meeting is scheduled for Tuesday, January 14, 2014, at 6:30 p.m. Location is to be determined.

**Agenda Item Summary Sheet (6 A)**  
**Meeting Date: December 17, 2013**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Curriculum and Instruction**      Students Demonstrating College Readiness as Defined by the Texas Academic Performance Report

**Summary**      In the Board Monitoring Document under State Performance Index No. 4, Post Secondary Readiness, Item 1.H Increase College Readiness, the objective is:  
  
*ECISD students will be provided with a high quality educational experience designed to appropriately prepare them for the rigor and challenges of higher education. It is expected that the percentage of students demonstrating college readiness, as defined by the state accountability system, will increase at a rate greater than the state average.*

To monitor this objective the administration is to provide the Board of Trustees with a report that reflects the number and percentage of students demonstrating college readiness as defined by the Texas Academic Performance Report.

**ECISD Board Policy**      AIA (LEGAL) – ACCOUNTABILITY, ACCREDITATION AND PERFORMANCE INDICATORS – Quality of Learning Indicators

**Effective Date**      2011-2012 School Year

**Previous Board Action**      The Board annually reviews a report on students demonstrating college readiness as defined by the Texas Academic Performance Report.

**Future Action Expected**      The Board annually reviews a report on students demonstrating college readiness as defined by the Texas Academic Performance Report.

**Background Information and Significant Issues**      The following chart shows a comparison of “College-Ready Graduates”:

College-Ready Graduates		State	ECISD	ECISD Eco Dis
<b>English Language Arts</b>				
	Class of 2012	69%	68%	52%
	Class of 2011	64%	60%	28%
	<b>Increase/Decrease</b>	<b>5%</b>	<b>8%</b>	<b>24%</b>
<b>Mathematics</b>				
	Class of 2012	70%	66%	42%
	Class of 2011	67%	63%	43%
	<b>Increase/Decrease</b>	<b>3%</b>	<b>3%</b>	<b>-1%</b>
<b>Both Subjects</b>				
	Class of 2012	57%	53%	29%
	Class of 2011	52%	47%	21%
	<b>Increase/Decrease</b>	<b>5%</b>	<b>6%</b>	<b>8%</b>

Although we fell behind the percentage of College-Ready Graduates at the state level, we increased the number at a greater rate than the state in English Language Arts and for “Both Subjects.”

In mathematics we increase the percentage of College-Ready Graduates at the same rate as the state, except our percentage of economically disadvantaged graduates who were considered to be college-ready actually decreased.

The goal is to graduate a higher percentage of college-ready graduates than the state, and for the percentage of college-ready graduates to increase on an annual basis at a rate higher than the state increase.

**Fiscal Impact**

Unknown

**Student and Public Benefit**

Monitoring the increase in the percentage of college-ready graduates should help us to ensure that ECISD students who want to further their education are well prepared academically to do so.

**Procedural and Reporting Implications**

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 Superintend 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>

## ***Action Required***

### **Governance**

Offer by City of El Campo to Acquire Tax Resale Property

### **Summary**

The City of El Campo has made offers for the purchase of four tax resale properties owned in trust by the Wharton County Taxing Entities as a result of the failure of the properties to sell at tax sale on the courthouse steps. In order for the properties to be sold for less than the entire amount of taxes and costs owed, the formal approval of all taxing entities, including the El Campo Independent School District, is required.

I have attached a map of the properties the City wishes to purchase as a part of the future Tres Palacios drainage project:

1. .3209 Acres More or Less, Situated in the J.B. Morford Survey #10, Abstract 523, Wharton County, Texas, (Being Comprised of Three Tracts): 1) That Certain Called 50 feet by 60 feet Conveyed from Dionicio Hernandez and Wife Emilia Hernandez to Frances Salinas and Isabel Rivera in Deed dated September 27, 1950, Recorded in Volume 231, Page 506, Deed of Records of Wharton County, Texas; 2) That Certain Called 60 feet by 75 feet Conveyed from Senon Sustiate and Wife Concha Sustiate to Manuel Salinas in Deed dated December 27, 1943, Recorded in Volume 168, Page 80, Deed of Records of Wharton County, Texas; and 3) That Certain Tract or Parcel Conveyed from Senon Sustiate and Wife Concha Sustiate to Manuel Salinas in Deed dated March 4, 1944, Recorded in Volume 167, Page 628 of the Wharton County Deed Records. (Account Numbers R016554 / R016555 / R016572)
2. Lots 8 and 9, Block 2, Gordon & Nobles Addition, an Addition to the City of El Campo, Wharton County, Texas (According to the Map or Plat Thereof, Recorded in Volume 188, Page 2, Deed of Records of Wharton County, Texas. (Account No. R015775)
3. Lot 9, Block 2, Colored Addition, An Addition to the City of El Campo, Wharton County, Texas (According to the Map or Plat Thereof, Recorded in Volume 24, Page 1, Deed of Records of Wharton County, Texas. (Account No. R012903)
4. Being 60 feet by 120 feet, Being Lot 2 and the Northwest ½ of Lot 3, Block 2, W.E. Chandler Subdivision, a Subdivision in Wharton County, Texas, According to the Map or Plat Thereof Recorded in Volume 91, Page 459, Deed Records of Wharton County, Texas, 853/247 and 853/245 of the Official Record. (Account Nos. R012613 / R012614)

**ECISD Board Policy** CDB (LEGAL), OTHER REVENUES: SALE, LEASE, OR EXCHANGE OF SCHOOL-OWNED PROPERTY

**Effective Date** December 17, 2013

**Previous Board Action** The Board took similar action on July 17, 2012, when they sold five properties to the City of El Campo for the Tres Palacios drainage project.

**Future Action Expected** None.

**Background Information and Significant Issues** The following is a summary of the information regarding each of these properties:

No.	Date of Sale	Total Taxes Due	Amount due ECISD	Current Value	Amount Bid by City of El Campo	Amount to ECISD
1	03/05/2013	\$14,764.92	\$7,180.08	\$22,817	\$20.00	\$0.00
2	06/07/2011	\$2,783.90	\$1,328.20	\$3,550	\$20.00	\$0.00
3	05/03/2011	\$2,352.44	\$1,109.44	\$4,878	\$20.00	\$0.00
4	05/03/2011	\$2,925.58	\$1,383.12	\$5,184	\$20.00	\$0.00

**Fiscal Impact** Loss of \$11,000.84 in taxes owed.

**Student and Public Benefit** Helps the City with future drainage project.

**Procedural and Reporting Implications** Resolution for each of the four properties.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** None

**Attachments**

- Map of the four properties described

For each of the four properties:

- Analysis of Bid Received for Tax Resale Property
- Resolution and Order

**Contact Person(s)**

Mark Pool, Superintendent of School

**Action Required**

Motion, second and majority vote to pass the Resolutions and Orders required for the sale of the four Tax Resale Properties that have been identified.

**Superintendent's Recommendation**

I recommend you approve the Resolutions and Orders required for the sale of the four Tax Resale Properties that have been identified.

**Mark Pool, Superintendent of Schools**

**ANALYSIS OF BID RECEIVED FOR TAX RESALE PROPERTY**

Suit No. 8109, Wharton County, El Campo Independent School District, City of El Campo, Et Al vs. Dolores Resendez, Et Al

**Legal Description: .3209 ACRES MORE OR LESS, SITUATED IN THE J.B. MORFORD SURVEY #10, ABSTRACT 523, WHARTON COUNTY, TEXAS, (BEING COMPRISED OF THREE TRACTS): 1) THAT CERTAIN CALLED 50 FEET BY 60 FEET CONVEYED FROM DIONICIO HERNANDEZ AND WIFE EMILIA HERNANDEZ TO FRANCES SALINAS AND ISABEL RIVERA IN DEED DATED SEPTEMBER 27, 1950, RECORDED IN VOLUME 231, PAGE 506, DEED RECORDS OF WHARTON COUNTY, TEXAS; 2) THAT CERTAIN CALLED 60 FEET BY 75 FEET CONVEYED FROM SENON SUSTIATE AND WIFE CONCHA SUSTIATE TO MANUEL SALINAS IN DEED DATED DECEMBER 27, 1943, RECORDED IN VOLUME 168, PAGE 80, DEED RECORDS OF WHARTON COUNTY, TEXAS; AND 3) THAT CERTAIN TRACT OR PARCEL CONVEYED FROM SENON SUSTIATE AND WIFE CONCHA SUSTIATE TO MANUEL SALINAS IN DEED DATED MARCH 4, 1944, RECORDED IN VOLUME 167, PAGE 628 OF THE WHARTON COUNTY DEED RECORDS. (ACCOUNT NUMBERS R016554/R016555/R016572).**

**Situs Address: 609 W. Monseratte, El Campo, Texas**

**Bidder: City of El Campo**

Date of Sale: March 5, 2013

Amount of Bid: \$20.00

Amount Due All Entities: \$14,764.92

Cost of Sale: \$20.00

Current Value: \$22,817

<b>Entity Name</b>	<b>Amount Due Each Entity</b>	<b>Amount You Will Receive</b>
Coastal Bend Groundwater Conservation District	\$45.96	0
City of El Campo	\$3013.13	0
El Campo ISD	\$7180.08	0
Wharton County Emergency Services District #1	\$144.72	0
Wharton County Emergency Services District #4	\$106.43	0
FMLR	\$450.68	0
Wharton County Junior College District	\$724.97	0
West Wharton County Hospital District	\$652.87	0
Wharton County	\$2446.08	0

THE STATE OF TEXAS  
COUNTY OF WHARTON

§ KNOWN ALL MEN BY THESE PRESENTS:  
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### RESOLUTION AND ORDER

**WHEREAS**, the El Campo Independent School District (the “District”), Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District foreclosed on the below described property (“the property”) through a delinquent tax lawsuit and judgment:

**.3209 ACRES MORE OR LESS, SITUATED IN THE J.B. MORFORD SURVEY #10, ABSTRACT 523, WHARTON COUNTY, TEXAS, (BEING COMPRISED OF THREE TRACTS): 1) THAT CERTAIN CALLED 50 FEET BY 60 FEET CONVEYED FROM DIONICIO HERNANDEZ AND WIFE EMILIA HERNANDEZ TO FRANCES SALINAS AND ISABEL RIVERA IN DEED DATED SEPTEMBER 27, 1950, RECORDED IN VOLUME 231, PAGE 506, DEED RECORDS OF WHARTON COUNTY, TEXAS: 2) THAT CERTAIN CALLED 60 FEET BY 75 FEET CONVEYED FROM SENON SUSTIATE AND WIFE CONCHA SUSTIATE TO MANUEL SALINAS IN DEED DATED DECEMBER 27, 1943, RECORDED IN VOLUME 168, PAGE 80, DEED RECORDS OF WHARTON COUNTY, TEXAS; AND 3) THAT CERTAIN TRACT OR PARCEL CONVEYED FROM SENON SUSTIATE AND WIFE CONCHA SUSTIATE TO MANUEL SALINAS IN DEED DATED MARCH 4, 1944, RECORDED IN VOLUME 167, PAGE 628 OF THE WHARTON COUNTY DEED RECORDS. (ACCOUNT NUMBERS R016554/R016555/R016572).**

**WHEREAS**, the District remains unpaid after exhausting all legal means to satisfy the collection of the delinquent taxes due and owing to the District, including conducting a public auction of the property by the Wharton County Sheriff on the Wharton County Courthouse steps whereby the property was struck off to the taxing authorities and;

**WHEREAS**, Being no bids for the property at the tax sale on March 5, 2013 the District, Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District now holds title to the property in trust to secure the payment of taxes, penalties, interest and costs owed to all taxing authorities participating in the foreclosure judgment;

**WHEREAS**, the District, Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District has received an offer of \$20.00 from the City of El Campo to purchase the property.

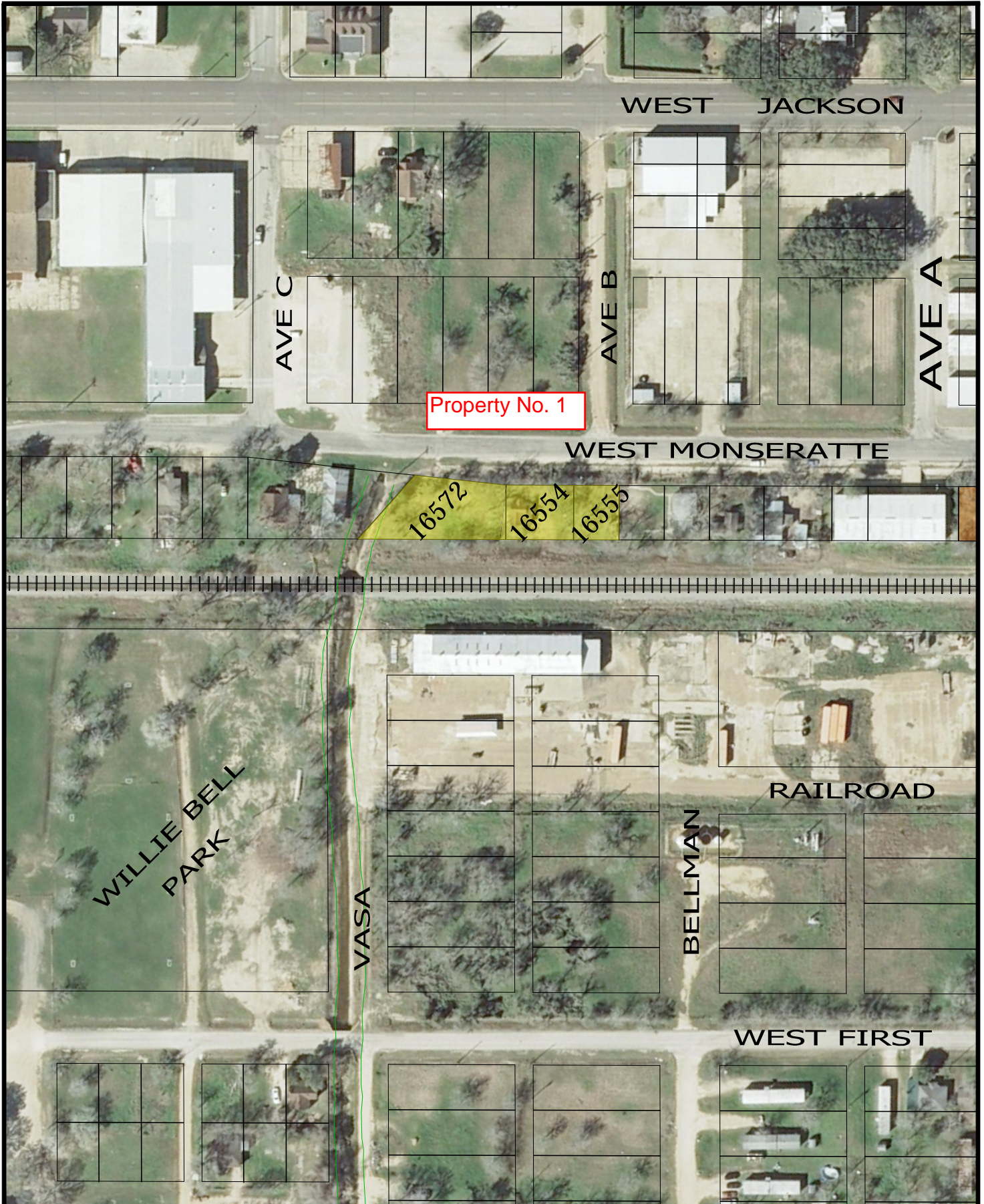
**NOW, THEREFORE, IT IS ORDERED** by the El Campo Independent School District:

1. That all of the above paragraphs are true, correct and as such they are hereby incorporated in full and made part of this Resolution;
2. That the El Campo Independent School District accepts this offer and authorizes the President of the District's Board of Trustees to sign and execute the deed on behalf of the District to transfer all of the District's title and interest in the property to the entity submitting the offer to purchase the property.
3. That the conveyance of all the title and interest of the tax authorities in the property is contingent on the acceptance of the offer by governing bodies of Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District.

APPROVED, PASSED AND ORDERED this the \_\_\_\_\_ day of December 2013.

\_\_\_\_\_  
Thomas Turner, Board President

ATTEST: \_\_\_\_\_  
David Hodges, Board Secretary



Property No. 1

16572  
16554  
16555

WEST JACKSON

AVE C

AVE B

AVE A

WEST MONSERATTE

WILLIE BELL  
PARK

VASA

BELLMAN

RAILROAD

WEST FIRST

PROJECT NO. \_\_\_\_\_  
DATE \_\_\_\_\_  
SHEET \_\_\_\_\_ OF \_\_\_\_\_

CITY OF EL CAMPO  
SUIT NO. 8109<sup>105</sup>



315 E. JACKSON ST. | EL CAMPO, TEXAS 77437 | PHONE: 979-541-5000  
FAX: 979-543-0027

**ANALYSIS OF BID RECEIVED FOR TAX RESALE PROPERTY**

**Suit No. 8301, Wharton County, El Campo Independent School District, City of El Campo, Et Al vs. Jessie Gutierrez**

**Legal Description: LOTS 8 AND 9, BLOCK 2, GORDON & NOBLES ADDITION, AN ADDITION TO THE CITY OF EL CAMPO, WHARTON COUNTY, TEXAS (ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 188, PAGE 2, DEED OF RECORDS OF WHARTON COUNTY, TEXAS. (ACCOUNT NUMBER R015775)**

**Situs Address: 0 W. Willie Lee, El Campo, Texas**

**Bidder: City of El Campo**

Date of Sale: 6/7/2011

Amount of Bid: \$20.00

Amount Due All Entities: \$2,783.90

Cost of Sale: \$20.00

Current Value: \$3,550.00

<b>Entity Name</b>	<b>Amount Due Each Entity</b>	<b>Amount You Will Receive</b>
Coastal Bend Groundwater Conservation District	\$4.54	0
City of El Campo	\$577.47	0
El Campo ISD	\$1328.20	0
Wharton County Emergency Services District #1	\$30.61	0
Wharton County Emergency Services District #4	\$7.76	0
FMLR	\$108.54	0
Wharton County Junior College District	\$155.25	0
West Wharton County Hospital District	\$74.18	0
Wharton County	\$497.35	0

THE STATE OF TEXAS  
COUNTY OF WHARTON

§ KNOWN ALL MEN BY THESE PRESENTS:  
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**RESOLUTION AND ORDER**

**WHEREAS**, the El Campo Independent School District (the “District”), Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District foreclosed on the below described property (“the property”) through a delinquent tax lawsuit and judgment:

**LOTS 8 AND 9, BLOCK 2, GORDON & NOBLES ADDITION, AN ADDITION TO THE CITY OF EL CAMPO, WHARTON COUNTY, TEXAS (ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 188, PAGE 2, DEED OF RECORDS OF WHARTON COUNTY, TEXAS. (ACCOUNT NUMBER R015775)**

**WHEREAS**, the District remains unpaid after exhausting all legal means to satisfy the collection of the delinquent taxes due and owing to the District, including conducting a public auction of the property by the Wharton County Sheriff on the Wharton County Courthouse steps whereby the property was struck off to the taxing authorities and;

**WHEREAS**, Being no bids for the property at the tax sale on June 7, 2011, the District, Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District now holds title to the property in trust to secure the payment of taxes, penalties, interest and costs owed to all taxing authorities participating in the foreclosure judgment;

**WHEREAS**, the District, Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District has received an offer of \$20.00 from the City of El Campo to purchase the property.

**NOW, THEREFORE, IT IS ORDERED** by the El Campo Independent School District:

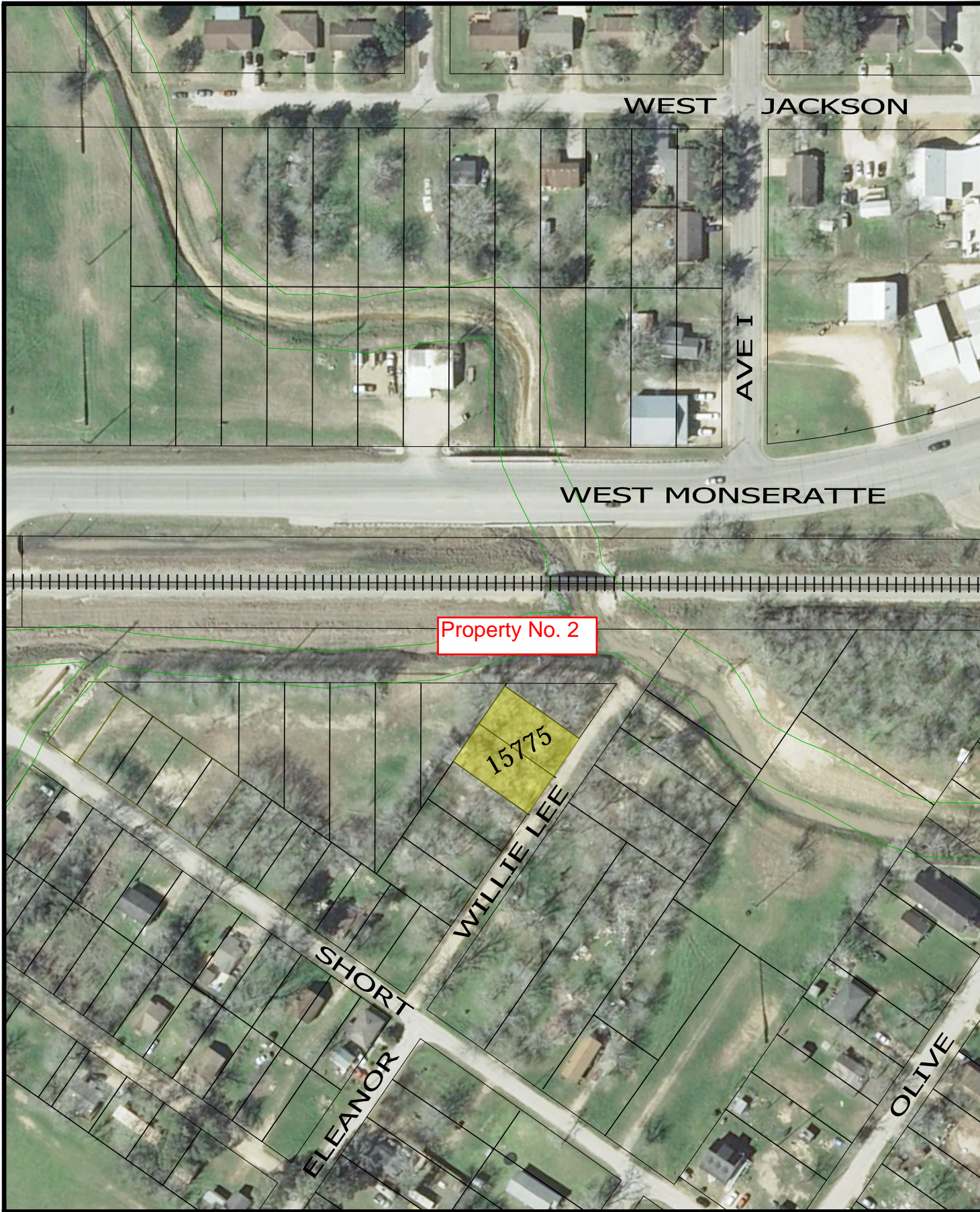
1. That all of the above paragraphs are true, correct and as such they are hereby incorporated in full and made part of this Resolution;
2. That the El Campo Independent School District accepts this offer and authorizes the President of the District’s Board of Trustees to sign and execute the deed on behalf of the District to transfer all of the District’s title and interest in the property to the entity submitting the offer to purchase the property.
3. That the conveyance of all the title and interest of the tax authorities in the property is contingent on the acceptance of the offer by governing bodies of Wharton County, the

City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District.

APPROVED, PASSED AND ORDERED this the \_\_\_\_\_ day of December 2013.

\_\_\_\_\_  
Thomas Turner, Board President

ATTEST: \_\_\_\_\_  
David Hodges, Board Secretary



Property No. 2

15775

WEST JACKSON

AVE I

WEST MONSERATTE

WILLIE LEE

SHORT  
ELEANOR

OLIVE

PROJECT NO. \_\_\_\_\_  
DATE \_\_\_\_\_  
SHEET \_\_\_\_\_ OF \_\_\_\_\_

CITY OF EL CAMPO  
SUIT NO. 8301



315 E. JACKSON ST. | EL CAMPO, TEXAS 77437 | PHONE: 978-541-5000  
FAX: 978-543-0027

**ANALYSIS OF BID RECEIVED FOR TAX RESALE PROPERTY**

**Suit No. 8549, Wharton County, El Campo Independent School District, City of El Campo, Et Al vs. Unknown Heirs to the Estate Alvin Richie, Deceased, et al**

**Legal Description: LOT 9, BLOCK 2, COLORED ADDITION, AN ADDITION TO THE CITY OF EL CAMPO, WHARTON COUNTY, TEXAS (ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 24, PAGE 1, DEED RECORDS OF WHARTON COUNTY, TEXAS (ACCOUNT NUMBER R012903)**

**Situs Address: 222 PALACIOS, El Campo, Texas**

**Bidder: City of El Campo**

Date of Sale: May 3, 2011

Amount of Bid: \$20.00

Amount Due All Entities: \$2,352.44

Cost of Sale: \$20.00

Current Value: \$4,878.00

<b>Entity Name</b>	<b>Amount Due Each Entity</b>	<b>Amount You Will Receive</b>
Coastal Bend Groundwater Conservation District	\$9.60	0
City of El Campo	\$507.08	0
El Campo ISD	\$1,109.44	0
Wharton County Emergency Services District #1	\$24.01	0
Wharton County Emergency Services District #4	\$10.68	0
FMLR	\$75.41	0
Wharton County Junior College District	\$115.52	0
West Wharton County Hospital District	\$98.75	0
Wharton County	\$401.95	0

THE STATE OF TEXAS  
COUNTY OF WHARTON

§ KNOWN ALL MEN BY THESE PRESENTS:  
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**RESOLUTION AND ORDER**

**WHEREAS**, the El Campo Independent School District (the “District”), Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District foreclosed on the below described property (“the property”) through a delinquent tax lawsuit and judgment:

**LOT 9, BLOCK 2, COLORED ADDITION, AN ADDITION TO THE CITY OF EL CAMPO, WHARTON COUNTY, TEXAS (ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 24, PAGE 1, DEED RECORDS OF WHARTON COUNTY, TEXAS. (ACCOUNT NUMBER R012903)**

**WHEREAS**, the District remains unpaid after exhausting all legal means to satisfy the collection of the delinquent taxes due and owing to the District, including conducting a public auction of the property by the Wharton County Sheriff on the Wharton County Courthouse steps whereby the property was struck off to the taxing authorities and;

**WHEREAS**, Being no bids for the property at the tax sale on May 3, 2011, the District, Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District now holds title to the property in trust to secure the payment of taxes, penalties, interest and costs owed to all taxing authorities participating in the foreclosure judgment;

**WHEREAS**, the District, Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District has received an offer of \$20.00 from the City of El Campo to purchase the property.

**NOW, THEREFORE, IT IS ORDERED** by the El Campo Independent School District:

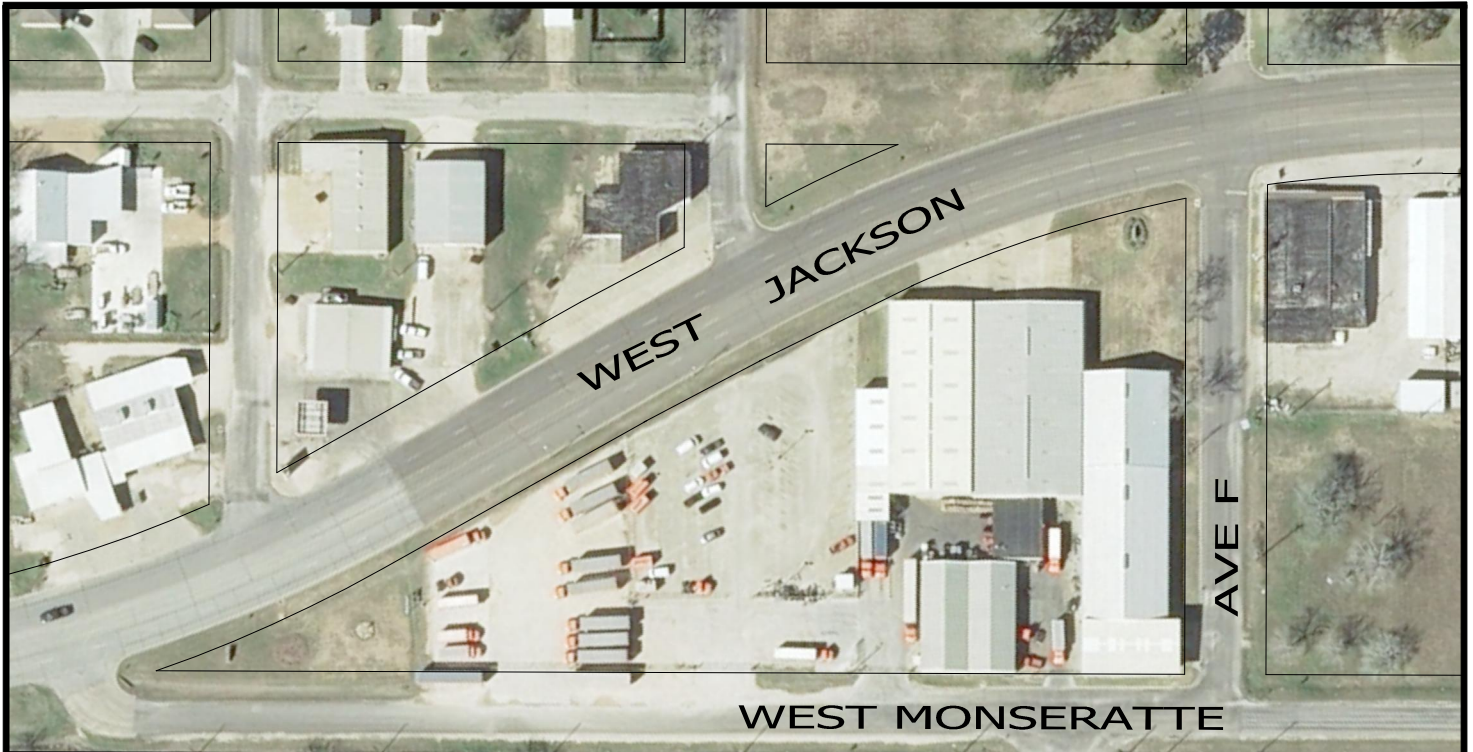
1. That all of the above paragraphs are true, correct and as such they are hereby incorporated in full and made part of this Resolution;
2. That the El Campo Independent School District accepts this offer and authorizes the President of the District’s Board of Trustees to sign and execute the deed on behalf of the District to transfer all of the District’s title and interest in the property to the entity submitting the offer to purchase the property.
3. That the conveyance of all the title and interest of the tax authorities in the property is contingent on the acceptance of the offer by governing bodies of Wharton County, the

City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District.

APPROVED, PASSED AND ORDERED this the \_\_\_\_\_ day of December 2013.

\_\_\_\_\_  
Thomas Turner, Board President

ATTEST: \_\_\_\_\_  
David Hodges, Board Secretary



PROJECT NO. \_\_\_\_\_  
 DATE \_\_\_\_\_  
 SHEET \_\_\_\_\_ OF \_\_\_\_\_

CITY OF EL CAMPO  
 SUIT NO. 8549<sup>113</sup> & 8612



315 E. JACKSON ST. | EL CAMPO, TEXAS 77437 | PHONE: 979-541-5000  
 FAX: 979-543-0027

**ANALYSIS OF BID RECEIVED FOR TAX RESALE PROPERTY**

**Suit No. 8612 Wharton County, El Campo Independent School District, City of El Campo, Et Al vs. Delores Scarlett, a/k/a Deeloise Grant Scarlett, et al**

**Legal Description: BEING 60 FEET BY 120 FEET, BEING LOT 2 AND THE NORTHWEST ½ OF LOT 3, BLOCK 2, W. E. CHANDLER SUBDIVISION, A SUBDIVISION IN WHARTON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 91, PAGE 459, DEED RECORDS OF WHARTON COUNTY, TEXAS, 853/247 AND 853/245 OF THE OFFICIAL RECORD. (ACCOUNT NUMBER R012613/R012614)**

**Situs Address: Palacios, El Campo, Texas**

**Bidder: City of El Campo**

Date of Sale: May 3, 2011

Amount of Bid: \$20.00

Amount Due All Entities: \$2,925.58

Cost of Sale: \$20.00

Current Value: \$5,184.00

<b>Entity Name</b>	<b>Amount Due Each Entity</b>	<b>Amount You Will Receive</b>
Coastal Bend Groundwater Conservation District	\$3.86	0
City of El Campo	\$627.04	0
El Campo ISD	\$1383.12	0
Wharton County Emergency Services District #1	\$33.30	0
Wharton County Emergency Services District #4	\$11.36	0
FMLR	\$113.28	0
Wharton County Junior College District	\$165.06	0
West Wharton County Hospital District	\$68.08	0
Wharton County	\$520.48	0

THE STATE OF TEXAS  
COUNTY OF WHARTON

§ KNOWN ALL MEN BY THESE PRESENTS:  
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**RESOLUTION AND ORDER**

**WHEREAS**, the El Campo Independent School District (the “District”), Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District foreclosed on the below described property (“the property”) through a delinquent tax lawsuit and judgment:

**BEING 60 FEET BY 120 FEET, BEING LOT 2 AND THE NORTHWEST ½ OF LOT 3, BLOCK 2, W. E. CHANDLER SUBDIVISION, A SUBDIVISION IN WHARTON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 91, PAGE 459, DEED RECORDS OF WHARTON COUNTY, TEXAS. 853/247 AND 853/245 OF THE OFFICIAL RECORD. (ACCOUNT NUMBER R012613/R012614)**

**WHEREAS**, the District remains unpaid after exhausting all legal means to satisfy the collection of the delinquent taxes due and owing to the District, including conducting a public auction of the property by the Wharton County Sheriff on the Wharton County Courthouse steps whereby the property was struck off to the taxing authorities and;

**WHEREAS**, Being no bids for the property at the tax sale on May 3, 2011, the District, Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District now holds title to the property in trust to secure the payment of taxes, penalties, interest and costs owed to all taxing authorities participating in the foreclosure judgment;

**WHEREAS**, the District, Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District has received an offer of \$20.00 from the City of El Campo to purchase the property.

**NOW, THEREFORE, IT IS ORDERED** by the El Campo Independent School District:

1. That all of the above paragraphs are true, correct and as such they are hereby incorporated in full and made part of this Resolution;
2. That the El Campo Independent School District accepts this offer and authorizes the President of the District’s Board of Trustees to sign and execute the deed on behalf of the District to transfer all of the District’s title and interest in the property to the entity submitting the offer to purchase the property.

3. That the conveyance of all the title and interest of the tax authorities in the property is contingent on the acceptance of the offer by governing bodies of Wharton County, the City of El Campo, Wharton County Junior College District, Wharton County Emergency Services District #1, Wharton County Emergency Services District #4, West Wharton County Hospital District and the Coastal Bend Groundwater Conservation District.

APPROVED, PASSED AND ORDERED this the \_\_\_\_\_ day of December 2013.

\_\_\_\_\_  
Thomas Turner, Board President

ATTEST: \_\_\_\_\_  
David Hodges, Board Secretary



PROJECT NO. \_\_\_\_\_  
DATE \_\_\_\_\_  
SHEET \_\_\_\_\_ OF \_\_\_\_\_

**CITY OF EL CAMPO**  
**SUIT NO. 8549<sup>117</sup> & 8612**



315 E. JACKSON ST. | EL CAMPO, TEXAS 77437 | PHONE: 979-541-5000  
FAX: 979-543-0027