

Agenda of Regular

The Board of Trustees El Campo Independent School District

A Regular of the Board of Trustees of El Campo Independent School District will be held April 22, 2014, beginning at 7:30 PM in the Boardroom, 700 W. Norris, El Campo, TX 77437.

The subjects to be discussed are as listed below.

1. Call to Order/Opening Prayer/Pledge of Allegiance
2. Closed Session:
3. Personnel
 - A. Consider Approval of Recommendations for Action on Teacher and Other Professional Personnel
 - B. Review Professional Personnel Actions for 2014 - 2015
4. Public Comment
5. Recognition 4
 - A. Matthew Nelson and Carson Rose - El Campo FFA Tractor Restoration
6. Maddie Macias - El Campo Middle School, Texas Association for Health, Physical Education, Recreation, and Dance
7. High School Culinary Arts
8. Consent Agenda
9. Governance
10. Consider Approval of the Minutes 7
 - A. March 24, 2014 Regular Meeting 9
11. Review of District Organizational Structure 12
12. Consider Approval of Superintendent Performance Goals for 2014 15
13. Report on Review and Revision Employee Performance Evaluation Procedures 20
14. Consider Approval of TASB Policy Service Update 99 22
15. Consider Approval of Proposed Changes to Policy EIF (LOCAL) - ACADEMIC ACHIEVEMENT, GRADUATION 24
16. Business and Support Services
 - A. Monthly Report on High School Baseball and Softball Fields Complex Construction Progress Meetings 30
 - B. Consider Approval of Budget Amendments 55
 - C. Monthly Review of Checks Written for the Month of March, 2014 60
17. Review Application and Certification for Payment No. 7 62
18. Review Timeline for \$2,700,000 Maintenance Tax Notes (NM & Refunding), Series 2014 69
19. Monthly Review of Financial Reports 73
20. Consider Approval of Student Athletic/Activities and Student Catastrophic Insurance 79
21. Personnel

22. Curriculum and Instruction	
23. Review of Proposed Summer School Programs	87
24. Students	
25. Business and Operations	
A. Consider Authorization to Purchase Two Buses for Transportation of Students with Disabilities	94
26. Review Progress on Sale of Unlimited Tax Refunding Bonds, Series 2014	96
27. Review Timeline for Track Patch and Repair, Track Retop, and Reconditioning of Tennis Courts	99
28. Review Proposed Improvements to High School Parking Lot with West Norris Street Project	101
29. Review of Projects Completed or Under Consideration from General Fund Fund Balance	104
30. Curriculum and Instruction	
31. Update on Implementation of House Bill 5	
32. Governance	
33. Consider Approval of Interlocal Agreement with Wharton Independent School District for Transportation of a Student with Disabilities	107
34. 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	
35. Discuss Employment and/or Reassignment of Teachers and Other Professional Personnel	
36. Superintendent's Report	
A. Governance	
1. Preliminary Agenda for Regular Meeting on May 20, 2014	
B. Business and Support Services	
C. Students	
1. Monthly SRO Report	
37. Report on Proposed Dates for Summer Budget Workshops	
38. Personnel	
39. Curriculum and Instruction	
40. Monthly DAEP Report	
41. Community and Governmental Relations	
42. 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 April 17, 2014 at 2:00 p.m.

For the Board of Trustees

Recognition

- A. Texas Association for Health, Physical Education, Recreation, and Dance – Maddie Macias, El Campo Middle School
- B. FFA Tractor Restoration – Matthew Nelson and Carson Rose, El Campo FFA
- C. Culinary Arts Students – Cameron Todd, Christina Stehno, Gonzalo Ferrel, and Marcos Cruz

Summary

Texas Association for Health, Physical Education, Recreation, and Dance. Ms. Dixie Waldrop, Adaptive Physical Education Teacher, would like to recognize Maddie Macias as the 2013-2014 Texas Association for Health, Physical Education, Recreation, and Dance Outstanding Student of the Year. Maddie is a seventh grader at El Campo Middle School.

FFA Tractor Restoration. Rich DuBroc and Matthew Zahn would like to recognize the FFA Tractor Restoration Team of Matthew Nelson and Carson Rose. The following is a list of awards they have won this year:

Houston Livestock Show and Rodeo Ag Mechanics

- Reserve Champion Tractor Restoration
- First in Class Tractors (1947-1961)
- Third Place Showmanship

San Antonio Livestock Show and Rodeo Ag Mechanics

- Fourth Overall in Tractor Restoration
- Second In Class Tractors (1951-1960)

San Angelo Stock Show Ag Mechanics

- Grand Champion Tractor
- First in Class Tractors (1960 and Earlier)

Culinary Arts Students. Rich DuBroc and Lindsey Poenitzsch would like to recognize Cameron Todd, Christina Stehno, Gonzalo Ferrel and Marcos Cruz who won first place at a Mystery Basket Competition at the Escoffier School of Culinary Arts in Austin on April 4th. The students were competing against 15 other schools in the Austin, Dallas, Houston, and San Antonio areas.

Each student received a \$1,000 scholarship to attend the culinary school and they were also showcased in “*Austin Food Magazine*.”

ECISD Board Policy

None.

Effective Date	April 22, 2014
Previous Board Action	The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.
Future Action Expected	The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.
Background Information and Significant Issues	<p>Culinary Arts. In the Mystery Basket Competition, each group went into the competition not knowing what they were going to be required to cook until 20 minutes before the competition began. Each team was presented with a pork tenderloin and were told to make an entrée dish in one hour using the pork tenderloin. They could use any pantry and fresh produce items that were available to them in the kitchens.</p> <p>The El Campo High School team decided to make a seared pork medallion with a cream reduction sauce, garlic infused couscous and sautéed mushrooms.</p> <p>Each team was judged on teamwork, organization, technique, safety and sanitation, taste and creativity in plating presentation. After the ECHS team was announce as the winner the director of the school told them they caught the judges attention from the very beginning because they were more poised, organized and more aware of their surroundings than any other team. He added that none of that mattered, however, because the when they tasted the dish the lead chef instructor at the school said, “who made this and when are they coming to school here?”</p>
Fiscal Impact	None.
Student and Public Benefit	The Board has the opportunity to recognize student and faculty for their extra effort.
Procedural and Reporting Implications	None.
Public Comments	None.
Other Comments and Related Issues	None.
Attachments	None.

Contact Person(s)

Mark Pool, Superintendent of School
Rich DuBroc, High School Principal
Mark Freeman, Middle School Principal

Action Required

No action required.

**Superintendent's
Recommendation**

Information item only.
Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (4 A.1)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Minutes of Previous Meetings A. March 25, 2014 – Regular Meeting
Summary	According to policy BE (LOCAL), BOARD MEETINGS, MINUTES, board action shall be carefully recorded by the secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.
ECISD Board Policy	BE (LOCAL), BOARD MEETINGS
Effective Date	April 22, 2014.
Previous Board Action	The Board approves minutes at each regular monthly meeting.
Future Action Expected	The Board approves minutes at each regular monthly meeting.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	An accurate record of all discussions and actions by the Board of Trustees is maintained.
Procedural and Reporting Implications	After approval minutes are filed with the official records of the District.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.

Attachments

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

1. Regular Meeting – March 25, 2014 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
March 24, 2014**

The Board of Trustees of the El Campo Independent School District met in a Regular Session March 24, 2014 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, J. J. Croix, Timothy Supak, James Russell

MEMBERS ABSENT: None

OTHERS PRESENT: Mark Pool, Carolyn Gordon, Kelly Waters, David Bright, Dianne Cerny, Carol Turner, Dan Hammock, Mark Freeman, Mauri Couey, Liz Graves

Board President Tommy Turner called the meeting to order at 7:01 p.m. Tommy Turner gave the opening prayer followed by the Pledge of Allegiance. There was a quorum present.

PUBLIC COMMENT: There was no public comment.

RECOGNITION: There was no recognition

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

- A. Governance
 - 1. Consider Approval of the Minutes
 - a. February 25, 2014 – Special Meeting to Discuss Superintendent Performance Goals
 - b. February 25, 2014 – Regular Meeting
 - c. March 3, 2014 – Special Meeting to Discuss Appraisal Policies and Practices
 - 2. Consider Necessary Actions to Cancel the May 10, 2014 Board Election and Declare Unopposed Candidates Elected
- B. Business and Support Service
 - 1. Monthly Report on High School Baseball and Softball Fields Complex Construction Progress Meetings
 - 2. Review of Change Proposals No. 1388-03, and No. 13388-05
 - 3. Review RWS Architects Invoice
 - 4. Consider Adoption of Resolution for the Purchase of Approximately Five (5) Acres of Land Located in the I. & G. N. R. R. Co. Survey No. 21, Abstract No. 239 in Wharton County, Texas, Being a Part or Portion of the Residue of a Called 247.50 Acre Tract Conveyed to Gerd Peters, Jr. in Volume 171, Page 518 in Deed Records of Wharton County, Texas, from the Estate of Aline Peters for a Purchase Price of \$7,500.00 Per Acre of Net Area
 - 5. Monthly Review of Financial Reports
 - 6. Quarterly Review of Investment Reports
 - 7. Monthly Review of Checks Written for the Month of February, 2014

- C. Personnel
- D. Curriculum and Instruction
 - 1. Consider Annual Approval of Instructional Materials Certification
- E. Students

Motion carried unanimously.

BUSINESS AND OPERATIONS

DISCUSS THE POSSIBILITY OF REFUNDING SERIES 2005 MAINTENANCE TAX NOTES AND/OR NEW MONEY WITH SERIES 2014 MAINTENANCE TAX NOTES: Mr. Pool and the Board discussed the possibility of refunding Series 2005 Maintenance Tax Notes and/or new money with Series 2014 Maintenance Tax Notes.

CONSIDER APPROVAL OF EXTRA DUTY PAY RATE SCHEDULE: A motion was made J. J. Croix and seconded by Ralph Novosad to approve the Extra Duty Pay Rate Schedule. Motion carried unanimously.

CURRICULUM AND INSTRUCTION

GOVERNANCE

REVIEW OF PROPOSED SUPERINTENDENT PERFORMANCE GOALS FOR 2014: Mr. Pool and the Board reviewed the proposed Superintendent Performance Goals for 2014.

REVIEW OF PROPOSED PLAN TO REVIEW AND REVISE EMPLOYEE PERFORMANCE EVALUATION PROCEDURES: Mr. Pool and the Board reviewed the proposed plan to review and revise Employee Performance Evaluations.

REVIEW OF TASB POLICY UPDATE 99: Mr. Pool reviewed TASB Policy Update 99.

CLOSED SESSION

EXECUTIVE SESSION: The president of the Board called for an Executive Session in accordance with Texas Government Code § 551.074 (1) PERSONNEL MATTERS, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a Public Officer or Employee. The Board entered Executive Session at 7:51 p.m. and reconvened in Open Session at 9:13 p.m.

1. Discuss Employment of Teachers and Other Professional Personnel

PERSONNEL

CONSIDER APPROVAL OF RECOMMENDATIONS FOR ACTION ON TEACHER AND OTHER PROFESSIONAL PERSONNEL CONTRACTS: A motion was made by Ralph Novosad and seconded by J. J. Croix to approve the recommendations for action on teacher and other professional contracts. Motion carried unanimously.

CONSIDER APPROVAL OF RECOMMENDATION FOR MIDDLE SCHOOL LIBRARIAN: A motion was made by Ralph Novosad and seconded by J. J. Croix to approve the recommendation of Tanya Burrow as the Middle School Librarian. Motion carried unanimously.

REVIEW PROFESSIONAL PERSONNEL ACTIONS FOR 2014 - 2015: Mr. Pool and the Board reviewed Professional Personnel actions for 2014 – 2015.

SUPERINTENDENT'S REPORT

- A. Governance
 - 1. Preliminary Agenda for April 15, 2014
 - 2. Monthly Calendar of Activities and Events
- B. Business and Support Services
- C. Personnel
- D. Curriculum and Instruction
- E. Students
 - 1. Monthly DAEP Report
 - 2. Monthly SRO Report
- F. Community and Governmental Relations
 - 1. Hispanic Education Project 22nd Annual Scholarship Banquet

There being no further discussion, the meeting adjourned at 9:15 p.m.

DRAFT

PRESIDENT

SECRETARY

Agenda Item Summary Sheet (4 A.2)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

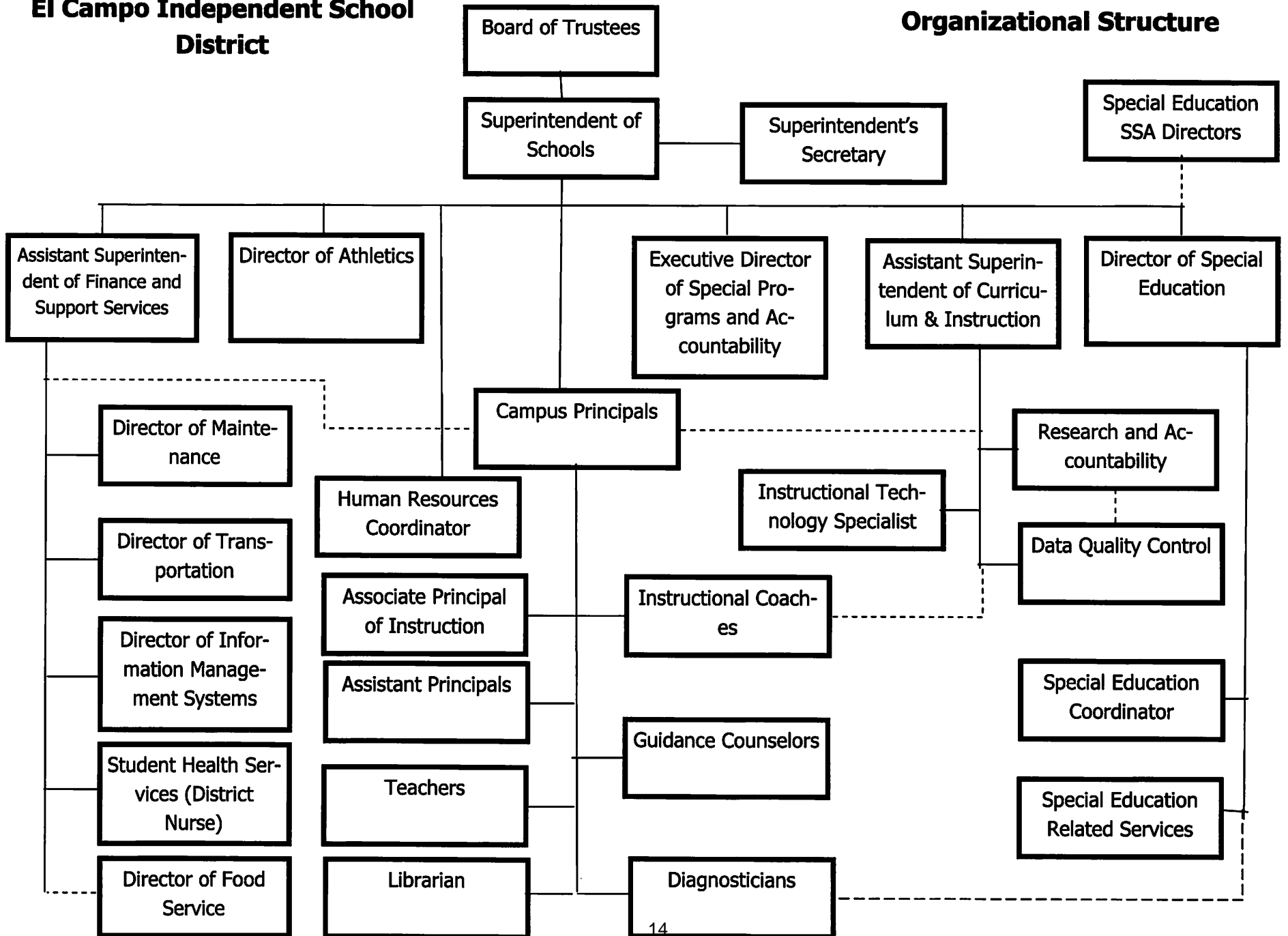
Information Only

Consent Agenda: Governance	Review of District Organizational Structure
Summary	<p>As a part of our review and revision of the district's personnel performance evaluation system we have reviewed and revised the district's organization chart. A chart depicting the revised organizational structure is attached.</p> <p>You will notice that the chart has solid and dashed lines. The solid lines represent a direct link between administrators and the positions they are responsible for supervising and evaluating. The dashed lines represent an indirect link. Administrators will seek input from those who indirectly supervise the employees they are directly responsible for when they are completing their performance evaluations.</p>
ECISD Board Policy	BJA (LOCAL) – SUPERINTENDENT, QUALIFICATIONS AND DUTIES
Effective Date	April 22, 2014
Previous Board Action	None.
Future Action Expected	None.
Background Information and Significant Issues	<p>One of the duties of the Superintendent as outlined in policy BJA (LOCAL) is to <i>organize the District staff in a manner consistent with District priorities and resources and monitor administrative organization at all levels for effectiveness and efficiency</i>. We have not revised our “organizational structure” chart in a few years. As we move forward with the review and revision of our employee performance evaluation system now is a good time to revise the Organizational Structure Chart.</p>
Fiscal Impact	None.
Student and Public Benefit	Both students and the public benefit from an organization that is designed for both effectiveness and efficiency.

Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • ECISD Organizational Structure Chart
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	No Action Required
Superintendent's Recommendation	Information Item Only. Mark Pool, Superintendent of Schools

El Campo Independent School District

Organizational Structure



Agenda Item Summary Sheet (4 A.3)
Meeting Date: April 17, 2012
Submitted by: Mark Pool, Superintendent

Action Item

**Consent Agenda:
Governance**

Approval of Superintendent Performance Goals

Summary

Planning is a primary responsibility of the Board. Through the development of district goals and performance goals for the Superintendent, the Board defines their expectations and priorities. The performance goals established by the Board and Superintendent become an integral part of the Superintendent evaluation process.

According to research conducted by Katzenbach & Smith in 1993, *“Transforming broad directives into specific and measurable performance goals is the surest first step for a team trying to shape a common purpose.”*

At a special meeting on March 25, 2014, the Board conducted a workshop with the Superintendent to develop performance goals for February 2014 – January 2015. These performance goals will become Part I of the 2015 Superintendent Performance Evaluation.

ECISD Board Policy

BJCD (LOCAL), SUPERINTENDENT: EVALUATION

Effective Date

February 2014 – January 2015

Previous Board Action

The Board annually approves performance goals for the Superintendent.

Future Action Expected

The Board develops goals for the district and sets performance goals for the Superintendent annually.

**Background Information and
Significant Issues**

One of the four best practices identified under the Planning and Governance section of the *TASB Effective Board Practices Inventory* states that “a comprehensive statement of goals for the district is in place.” Several of the criteria under this section address superintendent performance goals, how they are reviewed, and their implications in the superintendent evaluation process:

2.3 The board is familiar with the administration’s written plans for accomplishing the goals. The plan includes time lines for implementation, specific mechanisms for assessing the effectiveness of the plans, and specific times for reporting to the board on progress.

3.2 The board's superintendent evaluation instrument and process focus first and foremost on the superintendent's success in addressing board-adopted goals.

Fiscal Impact	Unknown.
Student and Public Benefit	Clear, measurable goals provide direction and focus for the district administration in the operations of the school. Periodic review of these goals insures that the administration is making progress toward accomplishment of the goals.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	Once these performance goals are approved by the Board, an action plan for accomplishing the goals will be developed and presented for Board review.
Attachments	<ul style="list-style-type: none">• Final Draft of Proposed Superintendent Performance Goals
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	Motion, second and majority vote to approve Superintendent Performance Goals.
Superintendent's Recommendation	I recommend that the Board approve the Superintendent Performance Goals for 2014-2015 as a part of the Consent Agenda. Mark Pool, Superintendent of Schools

Superintendent Performance Goals

February 2014 – January 2015

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

- *The district and campuses will meet or exceed the targets stated for the objectives of the criteria in the Board Monitoring Document for District Goal No. 1 – Increase Student Achievement. In areas where the results do not meet the target levels the improvement should meet or exceed the acceptable rate of growth stated for the target.*
- *The district will continue the use of Common Formative Assessments each three weeks, but return to giving and using Common Summative Assessments at the end of each nine-weeks reporting period to monitor student academic progress toward mastery of the curriculum.*
- *The Superintendent and administration will conduct a study to improve our Career and Technology Education (CTE) program offerings in order to graduate students who are career-ready for job opportunities in El Campo and the surrounding areas.*
- *The Superintendent and administration will develop and implement a plan for the improvement of Gifted and Talented Education throughout the district.*

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

- *The Superintendent and administration will review and/or revise the district's personnel performance evaluation process including: District Organizational Structure, Employee Job Descriptions, Performance Evaluation Documents, and how measures of student performance and accomplishment of targets set in the Board Monitoring Document are used in the evaluation process.*
- *The Superintendent and administration will create and implement an "Aspiring Administrators Academy" to identify and develop educational leaders throughout the district.*

- *The Superintendent and administration will create and implement a “Teacher Technology Academy” for improving the use of instructional technology in the classroom.*

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

- *The Superintendent and administration will develop and implement interventions, which may include alternative instructional settings, for students who need Tier III behavior interventions.*

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

- *The Superintendent and administration will review the entire content of the Board Monitoring Document to ensure it’s alignment with TEA measurement of student achievement as well as develop proposed targets and acceptable rate of growth where they have not been previously established. The administration’s recommendation will be presented to the Board as an action item at the regular July meeting.*
- *The Superintendent and administration will create a set of guiding documents that outline the district’s “non-negotiables” with regards to employee expectations.*

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

- *The Superintendent and administration will develop a “Business Alliance” with local and area businesses that will meet quarterly for input on how to better prepare students for “life in El Campo.”*
- *The Superintendent will create and “El Campo ISD Academy” for the public to learn about the various operations of the district.*
- *The Superintendent will complete the formation and development of the El Campo ISD Education Foundation.*

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

- *The Superintendent and administration will develop and implement a plan to meet the needs of our changing student population based on district demographics.*
- *The Superintendent and administration will develop and implement a plan that is intentional about helping parents; particularly parents of young children in our system.*

Agenda Item Summary Sheet (4 A.4)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Information Only

Consent Agenda: Governance	Report on Review and Revision of Employee Performance Evaluation Procedures
Summary	Last month I presented the Board with a plan for reviewing and revising our employee performance evaluation procedures. I plan to report our progress to the Board each month until this process has been completed.
ECISD Board Policy	BJA (LOCAL) – SUPERINTENDENT, QUALIFICATIONS AND DUTIES DN (LOCAL) – PERFORMANCE APPRAISAL
Effective Date	April 22, 2014
Previous Board Action	At the regular meeting on March 25 th , the Board was presented with an outline of tasks to be completed in the review and revision of the district's employee performance evaluation procedures.
Future Action Expected	Monthly report of progress.
Background Information and Significant Issues	Progress Report: <ul style="list-style-type: none">• Review of Personnel Performance Evaluation Process Calendar and Task List with Leadership Team – <i>Complete</i>• Compilation of existing job descriptions and corresponding performance evaluations – <i>Complete</i>• Identification of job descriptions and corresponding performance evaluations that need to be created or revised – <i>In Progress</i>• Review and revision of district Organizational Chart – <i>Complete</i>• Review, revision, and/or creation of paraprofessional, clerical, and manual trades performance evaluations – <i>Pending</i>• Review, revision, and/or creation of administrator and professional support performance evaluations – <i>In Progress</i>
Fiscal Impact	None.

Student and Public Benefit	Creation and implementation of an employee performance evaluation system that actually helps employees to grow professionally.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	No Action Required
Superintendent's Recommendation	Information Item Only. Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (4 A.5)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Approval of Localized Policy Update 99
Summary	<p>Last month you received a copy of the Explanatory Notes, <i>Vantage Points</i> and a copy of actual policy changes for Localized Update 99.</p> <p>According to guidelines established by TASB Policy Service, Board action on Localized Update 99 must occur within a properly posted, open meeting of the Board.</p> <p>The Board's action on Localized Update 99 must be reflected in Board minutes. The Instruction Sheet —annotated to reflect any changes made by the Board—and the Explanatory Notes for the update should be filed with the Board minutes where they comprise the authoritative historical record of the District's policy manual. A copy of the replaced or rescinded (LOCAL) policies should also be retained in the historical record.</p>
ECISD Board Policy	BF (LOCAL), BOARD POLICES
Effective Date	April 22, 2014
Previous Board Action	Localized Policy Update 99 was presented at the regular meeting on March 25, 2014, for the Board's review.
Future Action Expected	None.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	Board policies are designed to promote fair and equitable treatment for all district patrons.
Procedural and Reporting Implications	Following Board approval, TASB Policy Service will be notified so this action may be reflected in our Localized Policy Manual as it appears on TASB's Web server for <i>Policy On-Line</i> .

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of School
Action Required	Motion, second and majority vote to add, revise, or delete (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 99.
Superintendent's Recommendation	I recommend that you approve the (LOCAL) policies as recommended by the TASB Policy Service according to the Instruction Sheet for Localized Policy Manual Update 99 as a part of the Consent Agenda. Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (4 A.6)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Action Item

Consent Agenda: Governance	Proposed Changes to Policy EIF (LOCAL) – ACADEMIC ACHIEVEMENT, GRADUATION
Summary	On January 31, 2014, the State Board of Education approved final rules on the new foundation graduation program as provided by HB 5. In response, TASB Policy Service updated its recommended language for policy EIF (LOCAL), addressing graduation. They issued a survey to districts that allowed them to prepare a draft of the necessary policy changes that reflect district-level practices. Kelly Waters completed the survey and the resulting proposed policy has been reviewed by Kelly and the high school administration.
ECISD Board Policy	EIF (LOCAL) – ACADEMIC ACHIEVEMENT, GRADUATION
Effective Date	2013-2014 School Year
Previous Board Action	None.
Future Action Expected	None.
Background Information and Significant Issues	<p>In January Of 2012, the Board voted to make BIM (Business Information Management) a locally required course for ninth grade students in place of Teen Leadership, which was moved to an eighth grade requirement.</p> <p>Under the new graduation requirements BIM will become a local elective, but it will no longer be a required course.</p>
Fiscal Impact	None.
Student and Public Benefit	Students benefit from a more flexible graduation plan provided for in HB 5.
Procedural and Reporting Implications	Once policy recommendations have been formally approved by the Board, TASB Policy Services will be notified to included the revised policies in our official policies and publish them in <i>Policy Online</i> .

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • EIF (LOCAL) – ACADEMIC ACHIEVEMENT, GRADUATION with changes from existing policy
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>Kelly Waters, Assistant Superintendent of Curriculum and Instruction</p> <p>Rich DuBroc, El Campo High School Principal</p>
Action Required	Motion, second and majority vote to approve proposed changes to EIF (LOCAL) – ACADEMIC ACHIEVEMENT, GRADUATION
Superintendent's Recommendation	<p>I recommend that you approve the proposed changes to EIF (LOCAL) – ACADEMIC ACHIEVEMENT, GRADUATION as a part of the Consent Agenda.</p> <p>Mark Pool, Superintendent of Schools</p>

ACADEMIC ACHIEVEMENT
GRADUATION

EIF
(LOCAL)

~~GRADE 9 BEFORE THE
2007-08 SCHOOL
YEAR~~

~~The following graduation requirements shall apply to students who entered grade 9 before the 2007-08 school year.~~

~~MINIMUM
PROGRAM~~

~~The District requires completion of 20.5 credits in addition to those required by the state for graduation under the Minimum Program. The additional credits shall be 0.5 credit of keyboarding and 2 elective credits.~~

~~RECOMMENDED
PROGRAM~~

~~The District requires completion of 0.5 credit in addition to those required by the state for graduation under the Recommended Program. The additional 0.5 credit shall be keyboarding.~~

~~ADVANCED /
DISTINGUISHED
ACHIEVEMENT
PROGRAM~~

~~The District requires completion of 0.5 credit in addition to those required by the state for graduation under the Advanced/Distinguished Achievement Program. The additional 0.5 credit shall be keyboarding.~~

COURSE
REQUIREMENTS

To graduate, a student must complete the courses required by the District in addition to those mandated by the state.

~~BEGINNING WITH
GRADE 9 IN THE 2007-
08 SCHOOL YEAR
GRADUATION
PROGRAMS
INSTITUTED PRIOR TO
2014-2015~~

Students enrolled in high school prior to the 2014-2015 school year may graduate under state programs other than the foundation program, including the Minimum Program, the Recommended Program, and the Advanced/Distinguished Achievement Program. The courses required for each of these programs shall be listed in appropriate publications. The District credit requirements under these programs are listed below.

MINIMUM
PROGRAM

The District requires completion of 6 credits in addition to ~~those~~ **the number** required by the state for graduation under the Minimum Program. ~~The additional credits shall be electives.~~

RECOMMENDED
PROGRAM

The District requires completion of 2 credits in addition to ~~those~~ **the number** required by the state for graduation under the Recommended Program. ~~The additional credits shall be electives.~~

ADVANCED /
DISTINGUISHED
ACHIEVEMENT
PROGRAM

The District requires completion of 2 credits in addition to ~~those~~ **the number** required by the state for graduation under the Advanced/Distinguished Achievement Program. ~~The additional credits shall be electives.~~

~~PHYSICAL EDUCATION
SUBSTITUTIONS~~

~~The District shall allow students to substitute certain physical activities for the required credits of physical education. Such substitu-~~

ACADEMIC ACHIEVEMENT
GRADUATION

EIF
(LOCAL)

~~tion shall be based on the physical activity involved in the courses listed for this purpose in state rules. [See EIF(LEGAL)]~~

~~NO OTHER PHYSICAL
ACTIVITY PROGRAMS~~

~~The District shall not award state graduation credit for physical education for private or commercially sponsored physical activity programs conducted either on or off campus. [See also EHAC]~~

READING CREDITS

The District shall offer up to 3 credits of reading for state graduation credit. The Superintendent or designee shall be responsible for establishing procedures to assess individual student needs and evaluate student progress, and shall monitor instructional activities to ensure that student needs are met. Students shall be identified as eligible to earn reading credit based on:

1. Recommendation by teacher or counselor.
2. Scores on assessment instruments and/or achievement tests.

New graduation requirements are in the revised policy beginning with FOUNDATION PROGRAM.

PROPOSED POLICY- 03.26.14

COURSE
REQUIREMENTS

To graduate, a student must complete the courses required by the District in addition to those mandated by the state.

GRADUATION
PROGRAMS
INSTITUTED
PRIOR TO
2014-15

Students enrolled in high school prior to the 2014-15 school year may graduate under state programs other than the foundation program, including the Minimum Program, the Recommended Program, and the Advanced/Distinguished Achievement Program. The courses required for each of these programs shall be listed in appropriate publications. The District credit requirements under these programs are listed below.

MINIMUM
PROGRAM

The District requires completion of 6 credits in addition to the number required by the state for graduation under the Minimum Program.

RECOMMENDED
PROGRAM

The District requires completion of 2 credits in addition to the number required by the state for graduation under the Recommended Program.

ADVANCED /
DISTINGUISHED
ACHIEVEMENT
PROGRAM

The District requires completion of 2 credits in addition to the number required by the state for graduation under the Advanced/ Distinguished Achievement Program.

READING CREDITS

The District shall offer up to 3 credits of reading for state graduation credit. The Superintendent or designee shall be responsible for establishing procedures to assess individual student needs and evaluate student progress and shall monitor instructional activities to ensure that student needs are met. Students shall be identified as eligible to earn reading credit based on:

1. Recommendation by a teacher or counselor.
2. Scores on assessment instruments and/or achievement tests.

FOUNDATION
PROGRAM

The courses that satisfy District requirements under the foundation program, including courses for the distinguished level of achievement and courses for endorsements offered by the District, shall be listed in appropriate District publications.

WITHOUT AN
ENDORSEMENT

The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program without an endorsement. Graduation under the foundation program without an endorsement shall be permitted only as authorized under state law and rules.

WITH AN
ENDORSEMENT

The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program with an endorsement.

**ACADEMIC ACHIEVEMENT
GRADUATION**

**EIF
(LOCAL)**

DISTINGUISHED LEVEL OF ACHIEVEMENT	The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program with the distinguished level of achievement.
NO FINE ARTS SUBSTITUTIONS	The District shall not award state graduation credit in fine arts for participation in a community-based fine arts program.
PHYSICAL EDUCATION SUBSTITUTIONS ACTIVITIES AND COURSES	To the extent permitted by state rules applicable to the student's graduation program, the District shall award state graduation credit in physical education for participation in approved activities and elective courses.
NO PRIVATE OR COMMERCIAL PROGRAMS	The District shall not award state graduation credit in physical education for private or commercially sponsored physical activity programs conducted either on or off campus. [See also EHAC]

**Consent Agenda
Business and Support
Services**

Report on High School Baseball and Softball Fields Complex
Construction Progress Meeting

Summary

Progress Meeting No. 9 was held on April 3, 2014; and Progress Meeting No. 10 was held on April 17, 2014. The following is a list of the work completed and the projected work reviewed and discussed at each meeting:

Progress Meeting No. 9 – April 3, 2014

Work Completed

1. PEMB framing at baseball batting cage 90% complete
2. Exterior spec-brick masonry at Concessions complete
3. Interior masonry at Concessions 35% complete
4. Rough electrical at Concessions ongoing
5. Plumbing vent and water at Concessions Building 25% complete
6. Outfield fence post installation at Boys baseball 75% complete
7. Plumbing and electrical rough at dugouts 75% complete
8. Trench drain / backstop foundation prep at Softball complete
9. Concrete pour at trench drain / backstop at Softball ongoing
10. Trench drain / backstop foundation excavation at Baseball ongoing
11. Wood truss installation at Ticket Booth complete
12. Plywood roof deck and underlayment at Ticket Booth complete
13. Rough electrical at Ticket Booth 50% complete

Projected Work

1. Plumbing vent and water at Concession Building ongoing
2. Electrical rough at Concession Building ongoing
3. Complete interior masonry at Concessions
4. Complete concrete pour at trench drain / backstop on Softball field
5. Complete foundation prep at Baseball trench drain / backstop
6. Pour concrete at trench drain / backstop on Baseball field
7. Begin structural columns and wood framing at dugouts
8. Complete erection of Baseball batting cages
9. Begin erection of Softball batting cages
10. Complete rough grading at both fields

Progress Meeting No. 10 – April 17, 2014

Work Completed

1. PEMB framing at baseball batting cage complete
2. PEMB framing at softball batting cage complete
3. Trim / metal roofing at baseball batting cage ongoing
4. Interior masonry at Concessions 65% complete

5. Plumbing vent and water at Concession Building 35% complete
6. Rough electrical at Concessions ongoing
7. Plumbing and electrical rough at dugouts 75% complete
8. Rough carpentry at Concessions ongoing
9. Concrete pour at trench drain / backstop at Softball complete
10. Masonry backstop at softball field 80% complete
11. Trench drain / backstop foundation at Baseball complete
12. Rough electrical at Ticket Booth 50% complete
13. Masonry at entry pavilion 50% complete
14. Outfield fence post installation at Boys baseball 75% complete
15. Concrete beam / fence posts at softball bullpen 50% complete
16. Concrete beam / fence posts at baseball bullpen 50% complete

Projected Work

1. Complete trim / metal roofing at baseball batting cage
2. Complete masonry backstop at softball field
3. Begin masonry backstop at baseball field
4. Complete bullpen concrete / fence posts at softball field
5. Complete rough grading at both fields
6. Complete masonry columns at entry pavilion
7. Begin structural columns and wood framing at dugouts
8. Begin trim / metal roofing at softball batting cage
9. Begin wood truss installation at Concessions Building
10. Begin roof deck at Concessions Building
11. Electrical rough at Concessions Building ongoing
12. Plumbing vent and water at Concessions Building ongoing
13. Interior masonry at Concessions ongoing

ECISD Board Policy

None.

Effective Date

April 3th and April 17th, 2014

Previous Board Action

During the construction phase of this project we will designate a section of the consent agenda each month to review and/or discuss construction issues.

Future Action Expected

During the construction phase of this project we will designate a section of the consent agenda each month to review and/or discuss construction issues.

Background Information and Significant Issues

The following Change Proposals have been approved:

- **No. 1** - Provide deletion of dug-out storage buildings. Provide storage at batting cages. Add \$696.00.
- **No. 2** – Provide relocation of chain link fencing from baseball batting cages to outfield fence along swale and sidewalk. No Charge.
- **No. 3** – Reduce length of the raised section of outfield fence by 40

ft at Boys' Baseball Field. Deduct (\$5,200.00)

- **No. 4** – Provide hydromulch in lieu of solid sod at commons areas. Deduct (\$17,517.25).
- **No. 5** – Install Owner provided drinking fountains at dugouts. Deduct (\$1,772.00)

Total Change Orders to Date..... (\$23,793.25)

Fiscal Impact

The Guaranteed Maximum Price for this project is \$2,386,707.00, which includes the following allowances:

- Graphics/ Front Entry.....\$4,000.00
- Materials Testing / Survey\$19,000.00
- **TOTAL\$23,000.00**
- Total Change Proposals Approved..... (\$23,793.25)
- **Remaining Allowances Balance..... \$46,793.25**

Student and Public Benefit

The Board and the general public are appropriately informed about the progress on the capital improvement projects.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

None.

Attachments

- Construction Project Meeting No. 9, April 3, 2014
- Construction Project Meeting No. 10, April 17, 2014

Contact Person(s)

Mark Pool, Superintendent of School

Action Required

No action required.

Superintendent's Recommendation

Information only.

Mark Pool, Superintendent of Schools



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

Date: Thursday, April 03, 2014

El Campo Independent School District
New Baseball - Softball Complex

Time: 10:00 AM

Location: PCI Job Trailer

PROGRESS MEETING NO. 9

AGENDA

1. Review Previous Weeks Meeting Minutes
 - a. Status of action items
 - b. Comments or Changes

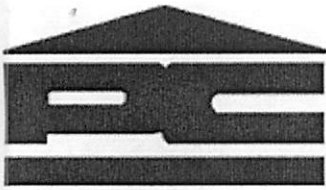
2. Review Logs - Discuss Outstanding Issues
 - a. RFI Logs
 - b. Submittal Logs
 - c. Minor Changes & Clarifications
 - d. Change Proposal Request & Change Proposals
 - e. Allowance Expenditure Authorizations

3. Review Schedule
 - a. Review work progress since previous meeting
 - b. Overall construction schedule and 3 week look ahead
 - c. Identify any material delivery issues or issues that may create delays
 - d. Change Proposal Request & Change Proposals

4. Review Field and Quality Control Issues
 - a. Previous week activity: Observations, problems, conflict, field directives
 - b. Schedule pre-installation conferences this week
 - c. Schedule inspections this week
 - d. Other issues and questions

5. New Issues
 - a. Polasek Construction, Inc.
 - b. El Campo Independent School District
 - c. RWS Architects, Inc.

6. Scheduled Meetings
 - a. Progress Meeting Number 10 to be held on Thursday, April 17, 2014 at the PCI job trailer.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES

Date of Issue: 04/03/14

Date of Meeting: 03/20/14

Place of Meeting: PCI Job Trailer

Time of Meeting: 10:00 AM

Subject: Progress Meeting # 08

Present:

Mark Pool, Superintendent	El Campo ISD	
Jeff Balcar	El Campo ISD	
Tim Supak	El Campo ISD - Trustee	(absent)
Malcolm Gaus	RWS Architects, Inc.	
Greg Polasek	Polasek Construction, Inc.	
Tyler Williams	Polasek Construction, Inc.	(absent)
Kevin Stehling	Polasek Construction, Inc.	
Brent Bubela	El Campo Little League	(absent)
Pat Krpec	El Campo Little League	

Distribution: All Attendees

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

Item No.	Item Description	Responsibility	Due Date	Status
1.0	<u>PREVIOUS ISSUES:</u>			
Mtg 7	7.01 Reviewed recommended color selections provided by Malcolm. ECISD confirmed color selections as presented.			Closed
7	7.02 Mark requested an adjustment in the draw submission schedule beginning the month of April. Draw should be submitted by the 10th of the month.	PCI		Closed

Item No.	Item Description	Responsibility	Due Date	Status
2.0	<p><u>A. CONSTRUCTION PROGRESS:</u></p> <ol style="list-style-type: none"> 1. Fence post installation at Softball batting cage complete 2. Concrete slab on grade at Softball batting cage complete 3. Concrete curb at baseball outfield fence complete 4. Concrete curb at softball outfield fence complete 5. Outfield fence post installation at Softball complete 6. Outfield fence post installation at Boys baseball 75% complete 7. Masonry at dugouts on both fields complete 8. Plumbing and electrical rough at dugouts 75% complete 9. Masonry at Ticket booth complete 10. Steel columns and beams at Entry Pavillion complete 11. Steel columns and wood beams at Concession complete 12. Spek-brik masonry at Concessions ongoing 13. Rough electrical at Ticket booth 50% complete 14. Rough electrical at Concession Bldg. ongoing 15. Plumbing vent and water at Concession Bldg. 15% complete 16. PEMB at Softball and Baseball Batting cages delivered <p><u>B. PROJECTED WORK:</u></p> <ol style="list-style-type: none"> 1. Plumbing vent and water at Concession Bldg. ongoing 2. Electrical rough at Concession Bldg. ongoing 3. Complete exterior masonry at Concession Bldg. 4. Begin interior masonry at Concession Bldg. 5. Set wood trusses and install plywood roof deck at Ticket booth 6. Begin concrete foundation for backstop / trench drain at softball 7. Begin structural columns and wood framing at dugouts 8. Begin erection of Batting cage PEMB's 9. Complete rough grading at both fields 			
3.0	<p><u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u></p> <ol style="list-style-type: none"> 1. <p><u>FIELD ISSUES AND QUALITY CONTROL:</u></p> <ol style="list-style-type: none"> 1. <p><u>Comments related to construction activity</u></p> <p><u>Scheduled pre-installation conferences:</u></p> <ol style="list-style-type: none"> 1. 			
4.0	<p><u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:</p> <p>4.1 <u>RFI Log reviewed:</u> None</p> <p>4.2 <u>CPR / AEA Log reviewed:</u> Outstanding: None Current: <u>Note:</u></p> <p><u>Minor Changes and Clarifications:</u> None</p>			

Item No.	Item Description	Responsibility	Due Date	Status
5.0	<u>NEW ISSUES</u>			
Mtg 8	8.01 Millwork at dugouts to be painted to match Hollyberry laminate.	PCI		Closed
8	8.02 Discussion concerning wind screen / wind blockage requirements. All parties agreed upon 75%. Provide submittal for approval.	PCI		Closed
8	8.03 Entry sign element details were discussed as to color of baseball seams. Malcolm requested a grayish/ black color.	PCI		Closed
8	8.04			

Next Team Meeting 03/20/14 @ 10:00 : at the PCI Job Trailer

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



 Greg Polasek
 Project Manager
 Polasek Construction, Inc.

END OF MINUTES



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

El Campo Independent School District Baseball - Softball Athletic Complex

Project Overview

Meeting Location:	PCI Office Trailer	Date:	4/3/2014
	El Campo, Texas	Time:	10:00 AM

1. SCHEDULE AND PROGRESS:

A. WORK COMPLETED

1. PEMB framing a baseball batting cage 90% complete
2. Exterior spec-brik masonry at Concessions complete
3. Interior masonry at Concessions 35% complete
4. Rough electrical at Concessions ongoing
5. Plumbing vent and water at Concession Bldg. 25% complete
6. Outfield fence post installation at Boys baseball 75% complete
7. Plumbing and electrical rough at dugouts 75% complete
8. Trench drain / backstop foundation prep at Softball complete
9. Concrete pour at trench drain / backstop at Softball ongoing
10. Trench drain / backstop foundation excavation at Baseball ongoing
11. Wood truss installation at Ticket booth complete
12. Plywood roof deck and underlayment at Ticket booth complete
13. Rough electrical at Ticket booth 50% complete
- 14.
- 15.
- 16.

B. PROJECTED WORK:

1. Plumbing vent and water at Concession Bldg. ongoing
2. Electrical rough at Concession Bldg. ongoing
3. Complete interior masonry at Concessions
4. Complete concrete pour at trench drain / backstop on Softball field
5. Complete foundation prep at Baseball trench drain / backstop
6. Pour concrete at trench drain / backstop on Baseball field
7. Begin structural columns and wood framing at dugouts
8. Complete erection of Baseball batting cages
9. Begin erection of Softball batting cages
10. Complete rough grading at both fields
- 11.
- 12.

2. FIELD ISSUES

A. OUTSTANDING

- 1.
- 2.

B. CURRENT

- 1.
- 2.

Baseball – Softball Athletic Complex – Progress Report Photos



1. Ticket Booth roof framing



2. Ticket Booth roof framing



3. Masonry partitions at Concession Building



4. Masonry partitions at Concession Building



5. Batting cage steel framing



6. Roof deck at Ticket Booth

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



7. Roof underlayment and cornice



8. Trench drain installation at softball field



9. Trench drain installation at softball field



10. Interior CMU partitions at Concessions Building



11. Interior CMU partitions at Concessions Building



12. Batting Cage metal framing.

POLASEK CONSTRUCTION INC.

SUBMITTAL LOG - ECISD Baseball & Softball Complex

April 3, 2014

Specified Division	Submittal No.	Description	Submitted By	Date Rec'd.	Consultant		Date Returned	Rev'd.	Rev'd As Noted	Rev. & Resub	Rej.	Remarks
					To	From						
02240	02240-21	Ornamental Fence	Always Fence	1/28/2014			2/5/2014		X			Released
02701	02701-05	Storm Sewer	Mercer Construction	10/7/2013			10/11/2013		X			Released
02701F	02701F-01	Field Trench Drains	Sports Edge	7/11/2013			7/12/2013		X			Released
02810	02810-28	Irrigation System	Amberscapes	2/24/2014								
02827	02827-35	Natural Field Turf	Texas Multi Chem	3/17/2014			3/27/2014	X				Released
02831	02831-21	Color Coated CL	Always Fence	1/28/2014			2/5/2014					Released
02833	02833-32	Metal Panel Fence	Always Fence	2/24/2014			2/27/2014		X			Released
02832-BC	02832-38	Batting Cage Nets	Always Fence	3/31/2014								
02860	02860-06	Dugout Benches	National Recreation	10/7/2013			10/11/2013	X				
03210	03210-02	Pier Steel Reinf.	Polasek Construction	10/7/2013			10/11/2013	X				Released
03210	03210-17	Concrete Reinforce	Polasek Construction	1/6/2014			1/22/2014		X			Released
03300	03300-03	Concrete	Polasek Construction	10/7/2013			10/11/2013	X				Released
04200	04200-04	Unit Masonry	C & S Masonry	10/7/2013			10/11/2013		X			Released
04400	04400-22	Cast Stone	C & S Masonry	2/12/2014			2/25/2014		X			Released
05120	05120-20	Structural Steel	Henderson Fabrication	1/27/2014			2/6/2014		X			Released
05500	05500-20	Metal Fabrications	Henderson Fabrication	1/27/2014			2/6/2014		X			Verify sign element
06192	06192-09	Wood Trusses	American Truss	10/7/2013			10/11/2013		X			Released
06220	06220-29	Millwork	Baseball Racks	2/24/2014			2/27/2014		X			
07183	07183-23	Anti Graffiti Coating	Hervey Barlow	2/12/2014			2/25/2014		X			Released
07210	07210-19	Building Insulation	Garland Insulating	1/21/2013			1/22/2014	X				Released
07610	07610-12	Metal Roofing	Rain King Inc	1/14/2014			1/22/2014		X			Released
07610SD	07610-13	Metal Roof Shops	Rain King Inc	1/14/2014			1/22/2014		X			Released
07920	07920-23	Sealants	Hervey Barlow	2/12/2014			2/25/2014		X			Released
08114	08114-10	Hollow Metal	H & H Overhead Door	1/4/2014			1/22/2014		X			Released
08334	08334-24	OH Counter Doors	H & H Overhead Door	2/12/2014			2/25/2014		X			Released
08715	08715-11	Finish Hardware	H & H Overhead Door	1/4/2014			1/22/2014		X			Contact ECISD for Specifics
08801	08801-34	Glass and Glazing	Theut Glass	3/17/2014	40		2/27/2014	X				Released
09678	09678-31	Resilient Base	El Campo Carpet One	2/24/2014			2/27/2014	X				Released
09900	09900-25	Painting	Ideal Finishes	2/12/2014			2/25/2014		X			Released

POLASEK CONSTRUCTION INC.

SUBMITTAL LOG - ECISD Baseball & Softball Complex

April 3, 2014

Specified Division	Submittal No.	Description	Submitted By	Date Rec'd.	Consultant		Date Returned	Rev'd.	Rev'd As Noted	Rev. & Resub	Rej.	Remarks
					To	From						
10167	10167-14	Toilet Partitions	Crossroad Specialties	1/14/2014			1/22/2014		X			Released
10201	10201-30	Louvers	TMG	2/24/2014			2/27/2014		X			Released
10351	10351-10	Flagpole	Kronberg Flagpole	10/7/2013			10/11/2013		X			Released
10401	10401-26	Graphics	St George Sign	2/12/2014			2/24/2014		X			Released
10401		Exterior Graphics	St George Sign									
10800	10800-15	Toilet Accessories	Crossroad Specialties	11/14/2013			1/22/2014		X			Released
10951	10951-16	Fire Extinguishers	Crossroad Specialties	11/14/2013			1/22/2014	X				Released
12341	12341-27	Casework / SS	Victoria Cabinetworks	2/12/2014			2/25/2014		X			Released
13000	13000-18	PEMB	LMB Structures	1/21/2014			1/22/2014		X			Released w/ colors
13125	13125-33	Alum. Bleachers	Sturdisteel	2/24/2014			3/7/2014		X			Released
15450	15450-08	Plumbing Fixtures	El Campo Plumbing	10/7/2013			11/3/2013		X			Released
15800		Air Distribution	Eldridge A/C									
16420	16420-36	Light Fixtures/Gear	Penner Electric	3/18/2014	JSE							
16510	16510-07	Sport Lighting	Techline	10/7/2013			11/3/2013			X		Re-submitted
16510	16510-07R	Sport Lighting	Techline	11/14/2013			11/18/2013		X			Released
16720	16720-37	Public Address Sys	Bayou City Interests	3/31/2014								



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

Date: Thursday, April 17, 2014

El Campo Independent School District
New Baseball - Softball Complex

Time: 10:00 AM

Location: PCI Job Trailer

PROGRESS MEETING NO. 10

AGENDA

1. Review Previous Weeks Meeting Minutes
 - a. Status of action items
 - b. Comments or Changes

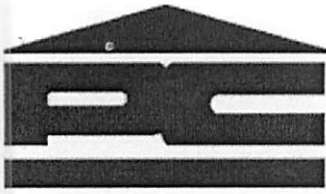
2. Review Logs - Discuss Outstanding Issues
 - a. RFI Logs
 - b. Submittal Logs
 - c. Minor Changes & Clarifications
 - d. Change Proposal Request & Change Proposals
 - e. Allowance Expenditure Authorizations

3. Review Schedule
 - a. Review work progress since previous meeting
 - b. Overall construction schedule and 3 week look ahead
 - c. Identify any material delivery issues or issues that may create delays
 - d. Change Proposal Request & Change Proposals

4. Review Field and Quality Control Issues
 - a. Previous week activity: Observations, problems, conflict, field directives
 - b. Schedule pre-installation conferences this week
 - c. Schedule inspections this week
 - d. Other issues and questions

5. New Issues
 - a. Polasek Construction, Inc.
 - b. El Campo Independent School District
 - c. RWS Architects, Inc.

6. Scheduled Meetings
 - a. Progress Meeting Number 11 to be held on Thursday, May 01, 2014 at the PCI job trailer.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES

Date of Issue: 04/17/14

Date of Meeting: 04/03/14

Place of Meeting: PCI Job Trailer

Time of Meeting: 10:00 AM

Subject: Progress Meeting # 09

Present:

Mark Pool, Superintendent	El Campo ISD	
Jeff Balcar	El Campo ISD	
Tim Supak	El Campo ISD - Trustee	(absent)
Malcolm Gaus	RWS Architects, Inc.	
Greg Polasek	Polasek Construction, Inc.	
Tyler Williams	Polasek Construction, Inc.	(absent)
Kevin Stehling	Polasek Construction, Inc.	
Brent Bubela	El Campo Little League	(absent)
Pat Krpec	El Campo Little League	(absent)

Distribution: All Attendees

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

Item No.	Item Description	Responsibility	Due Date	Status
1.0	<u>PREVIOUS ISSUES:</u>			
Mtg 8	8.01 Millwork at dugouts to be painted to match Hollyberry laminate.	PCI		Closed
8	8.02 Discussion concerning wind screen / wind blockage requirements. All parties agreed upon 75%. Provide submittal for approval.	PCI		Closed
8	8.03 Entry sign element details were discussed as to color of baseball seams. Malcolm requested a grayish/ black color.	PCI		Closed

Item No.	Item Description	Responsibility	Due Date	Status
2.0	<p><u>A. CONSTRUCTION PROGRESS:</u></p> <ol style="list-style-type: none"> 1. PEMB framing a baseball batting cage 90% complete 2. Exterior spec-brik masonry at Concessions complete 3. Interior masonry at Concessions 35% complete 4. Rough electrical at Concessions ongoing 5. Plumbing vent and water at Concession Bldg. 25% complete 6. Outfield fence post installation at Boys baseball 75% complete 7. Plumbing and electrical rough at dugouts 75% complete 8. Trench drain / backstop foundation prep at Softball complete 9. Concrete pour at trench drain / backstop at Softball ongoing 10. Trench drain / backstop foundation excavation at Baseball ongoing 11. Wood truss installation at Ticket booth complete 12. Plywood roof deck and underlayment at Ticket booth complete 13. Rough electrical at Ticket booth 50% complete 14. <p><u>B. PROJECTED WORK:</u></p> <ol style="list-style-type: none"> 1. Plumbing vent and water at Concession Bldg. ongoing 2. Electrical rough at Concession Bldg. ongoing 3. Complete interior masonry at Concessions 4. Complete concrete pour at trench drain / backstop on Softball field 5. Complete foundation prep at Baseball trench drain / backstop 6. Pour concrete at trench drain / backstop on Baseball field 7. Begin structural columns and wood framing at dugouts 8. Complete erection of Baseball batting cages 9. Begin erection of Softball batting cages 10. Complete rough grading at both fields 11. 			
3.0	<p><u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u></p> <ol style="list-style-type: none"> 1. <p><u>FIELD ISSUES AND QUALITY CONTROL:</u></p> <ol style="list-style-type: none"> 1. <p><u>Comments related to construction activity</u></p> <p><u>Scheduled pre-installation conferences:</u></p> <ol style="list-style-type: none"> 1. 			
4.0	<p><u>DOCUMENT STATUS LOGS:</u></p> <p><u>Submittal Log reviewed with the following comments:</u></p> <p>Outstanding:</p> <p>Current:</p> <p>4.1 <u>RFI Log reviewed:</u></p> <p>None</p> <p>4.2 <u>CPR / AEA Log reviewed:</u></p> <p>Outstanding: None</p> <p>Current:</p> <p><u>Note:</u></p> <p><u>Minor Changes and Clarifications:</u> None</p>			

Item No.	Item Description	Responsibility	Due Date	Status
5.0	<u>NEW ISSUES</u>			
Mtg				
9	9.01 Discussion held concerning placement of columns at backstop. Possible removal of center columns due to visual sight lines. Construction details do not allow for an overhead cable system to support netting. All to remain per construction documents			Closed
9	9.02 Colors were selected for the front entry baseball graphics. SW6871 "Positive Red" for stitching and EC logo with Gemini 2025 Black to be used for seams.			Closed
9	9.03			
9	9.04			

Next Team Meeting 4/03/14 @ 10:00 am at the PCI Job Trailer

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

Greg Polasek

 Greg Polasek
 Project Manager
 Polasek Construction, Inc.

END OF MINUTES



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

El Campo Independent School District Baseball - Softball Athletic Complex

Project Overview

Meeting Location:	PCI Office Trailer	Date:	4/17/2014
	El Campo, Texas	Time:	10:00 AM

1. SCHEDULE AND PROGRESS:

A. WORK COMPLETED

1. PEMB framing a baseball batting cage complete
2. PEMB framing a softball batting cage complete
3. Trim / metal roofing at baseball batting cage ongoing
4. Interior masonry at Concessions 65% complete
5. Plumbing vent and water at Concession Bldg. 35% complete
6. Rough electrical at Concessions ongoing
7. Plumbing and electrical rough at dugouts 75% complete
8. Rough carpentry at Concessions ongoing
9. Concrete pour at trench drain / backstop at Softball complete
10. Masonry backstop at softball field 80% complete
11. Trench drain / backstop foundation at Baseball complete
12. Rough electrical at Ticket booth 50% complete
13. Masonry at entry pavillion 50% complete
14. Outfield fence post installation at Boys baseball 75% complete
15. Concrete beam / fence posts at softball bullpen 50% complete
16. Concrete beam / fence posts at baseball bullpen 50% complete

B. PROJECTED WORK:

1. Complete trim / metal roofing at baseball batting cage
2. Complete masonry backstop at softball field
3. Begin masonry backstop at baseball field
4. Complete bullpen concrete / fence posts at softball field
5. Complete rough grading at both fields
6. Complete masonry columns at entry pavillion
7. Begin structural columns and wood framing at dugouts
8. Begin trim / metal roofing at softball batting cage
9. Begin wood truss installation at Concession bldg.
10. Begin roof deck at Concessions bldg.
11. Electrical rough at Concession Bldg. ongoing
12. Plumbing vent and water at Concession Bldg. ongoing
13. Interior masonry at Concession ongoing

2. FIELD ISSUES

A. OUTSTANDING

- 1.
- 2.

B. CURRENT

- 1.
- 2.

Baseball – Softball Athletic Complex – Progress Report Photos



1. Softball batting cages main framing in place



2. Interior masonry at concession building



3. Concrete / Trench drain foundation at baseball field



4. Concrete / Trench drain foundation at baseball field



5. Concrete prep at softball field bull pen perimeter

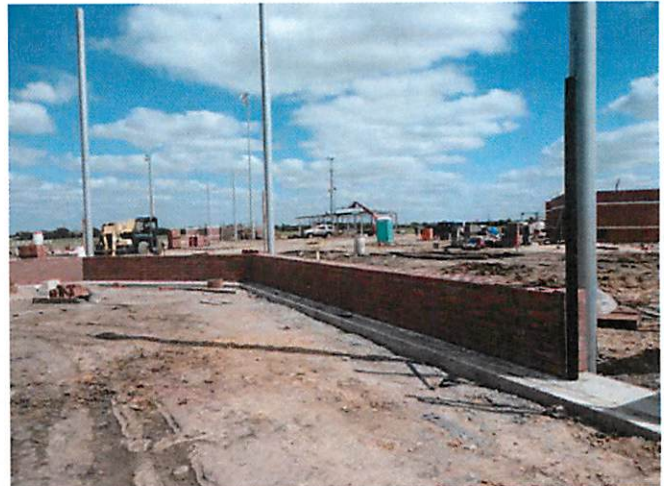


6. Concrete prep at softball field bull pen perimeter

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



7. Concrete beams / fencepost installation at baseball field bullpens.



8. Masonry backstop at softball field



9. Masonry backstop at softball field



10. Concrete beams / fencepost installation at softball field bullpens.

POLASEK CONSTRUCTION INC.

SUBMITTAL LOG - ECISD Baseball & Softball Complex

April 17, 2014

Specified Division	Submittal No.	Description	Submitted By	Date Rec'd.	Consultant		Date Returned	Rev'd.	Rev'd As Noted	Rev. & Resub	Rej.	Remarks
					To	From						
02240	02240-21	Ornamental Fence	Always Fence	1/28/2014			2/5/2014		X			Released
02701	02701-05	Storm Sewer	Mercer Construction	10/7/2013			10/11/2013		X			Released
02701F	02701F-01	Field Trench Drains	Sports Edge	7/11/2013			7/12/2013		X			Released
02810	02810-28	Irrigation System	Amberscapes	2/24/2014			4/15/2014		X			
02827	02827-35	Natural Field Turf	Texas Multi Chem	3/17/2014			3/27/2014	X				Released
02831	02831-21	Color Coated CL	Always Fence	1/28/2014			2/5/2014					Released
02833	02833-32	Metal Panel Fence	Always Fence	2/24/2014			2/27/2014		X			Released
02832-BC	02832-38	Batting Cage Nets	Always Fence	3/31/2014								
02860	02860-06	Dugout Benches	National Recreation	10/7/2013			10/11/2013	X				
03210	03210-02	Pier Steel Reinf.	Polasek Construction	10/7/2013			10/11/2013	X				Released
03210	03210-17	Concrete Reinforce	Polasek Construction	1/6/2014			1/22/2014		X			Released
03300	03300-03	Concrete	Polasek Construction	10/7/2013			10/11/2013	X				Released
04200	04200-04	Unit Masonry	C & S Masonry	10/7/2013			10/11/2013		X			Released
04400	04400-22	Cast Stone	C & S Masonry	2/12/2014			2/25/2014		X			Released
05120	05120-20	Structural Steel	Henderson Fabrication	1/27/2014			2/6/2014		X			Released
05500	05500-20	Metal Fabrications	Henderson Fabrication	1/27/2014			2/6/2014		X			Verify sign element
06192	06192-09	Wood Trusses	American Truss	10/7/2013			10/11/2013		X			Released
06220	06220-29	Millwork	Baseball Racks	2/24/2014			2/27/2014		X			
07183	07183-23	Anti Graffiti Coating	Hervey Barlow	2/12/2014			2/25/2014		X			Released
07210	07210-19	Building Insulation	Garland Insulating	1/21/2013			1/22/2014	X				Released
07610	07610-12	Metal Roofing	Rain King Inc	1/14/2014			1/22/2014		X			Released
07610SD	07610-13	Metal Roof Shops	Rain King Inc	1/14/2014			1/22/2014		X			Released
07920	07920-23	Sealants	Hervey Barlow	2/12/2014			2/25/2014		X			Released
08114	08114-10	Hollow Metal	H & H Overhead Door	1/4/2014			1/22/2014		X			Released
08334	08334-24	OH Counter Doors	H & H Overhead Door	2/12/2014			2/25/2014		X			Released
08715	08715-11	Finish Hardware	H & H Overhead Door	1/4/2014			1/22/2014		X			Contact ECISD for Specifics
08801	08801-34	Glass and Glazing	Theut Glass	3/17/2014	51		2/27/2014	X				Released
09678	09678-31	Resilient Base	El Campo Carpet One	2/24/2014			2/27/2014	X				Released
09900	09900-25	Painting	Ideal Finishes	2/12/2014			2/25/2014		X			Released

POLASEK CONSTRUCTION INC.

SUBMITTAL LOG - ECISD Baseball & Softball Complex

April 17, 2014

Specified Division	Submittal No.	Description	Submitted By	Date Rec'd.	Consultant		Date Returned	Rev'd.	Rev'd As Noted	Rev. & Resub	Rej.	Remarks
					To	From						
10167	10167-14	Toilet Partitions	Crossroad Specialties	1/14/2014			1/22/2014		X			Released
10201	10201-30	Louvers	TMG	2/24/2014			2/27/2014		X			Released
10351	10351-10	Flagpole	Kronberg Flagpole	10/7/2013			10/11/2013		X			Released
10401	10401-26	Graphics	St George Sign	2/12/2014			2/24/2014		X			Released
10401		Exterior Graphics	St George Sign									
10800	10800-15	Toilet Accessories	Crossroad Specialties	11/14/2013			1/22/2014		X			Released
10951	10951-16	Fire Extinguishers	Crossroad Specialties	11/14/2013			1/22/2014	X				Released
12341	12341-27	Casework / SS	Victoria Cabinetworks	2/12/2014			2/25/2014		X			Released
13000	13000-18	PEMB	LMB Structures	1/21/2014			1/22/2014		X			Released w/ colors
13000-BL	13000-39	Bleacher Covers	Whirlwind Steel Bldg	4/11/2014			4/11/2014		X			Released
13125	13125-33	Alum. Bleachers	Sturdisteel	2/24/2014			3/7/2014		X			Released
15450	15450-08	Plumbing Fixtures	El Campo Plumbing	10/7/2013			11/3/2013		X			Released
15800		Air Distribution	Eldridge A/C									
16420	16420-36	Light Fixtures	Penner Electric	3/18/2014	JSE		4/12/2014		X			Released
16420	16420-40	Switchgear	Penner Electric	4/15/2014	JSE							
16510	16510-07	Sport Lighting	Techline	10/7/2013			11/3/2013			X		Re-submitted
16510	16510-07R	Sport Lighting	Techline	11/14/2013			11/18/2013		X			Released
16720	16720-37	Public Address Sys	Bayou City Interests	3/31/2014			4/3/2014		X			

CHANGE PROPOSAL REQUEST LOG

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

El Campo ISD
Project No. 1388
4/17/14



SUMMARY (ALLOWANCES)

Graphics / Front Entry

\$ 4,000.00

Materials Testing / Surveying

\$ 19,000.00

TOTAL ALLOWANCE AMOUNT

\$ 23,000.00

CPR TOTAL APPROVED TO DATE

(\$23,793.25)

REMAINING BALANCE AFTER APPROVED CPRs

\$ 46,793.25

TOTAL ESTIMATED/ PENDING CPRs

\$0.00

REMAINING BALANCE AFTER PENDING AND APPROVED CPRs

\$ 46,793.25

Agenda Item Summary Sheet (4 B.2)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda:
Business and Support
Services**

Budget Amendment

Summary

According to district policy, the budget shall be amended when a change is made increasing any one of the functional spending categories.

Ballpark Amendment No. 3 appropriates funds for construction expenditures for the new High School Baseball and Softball Fields Complex. The amendment transfers \$220,065 from the General Fund 199 fund balance to Fund 622 – Building Construction.

This amendment is to pay Application and Certification for Payment No. 7 from Polasek Construction, Inc. The Application was certified by RWS Architects on March 31, 2014 and approved by El Campo Little League.

FFA Project Center Amendment No. 1 appropriates funds for land acquisition and consulting fees associated with the prospective construction of a new FFA Project Barn. The amendment transfers \$45,247 from the General Fund 199 fund balance to Fund 623 – Building Construction.

ECISD Board Policy

CE (LOCAL), ANNUAL OPERATING BUDGET

Effective Date

April 22, 2014

Previous Board Action

The Board approved the 2013-2014 General Operating Budget on August 27, 2013.

Future Action Expected

The Board is required to amend the budget when a change increases any one of the functional spending areas.

Background Information and

In accordance with the recently executed Escrow Agreement, the district will escrow additional earnest money each time an

Significant Issues

Application and Certification for Payment from Polasek Construction Inc., is certified by RWS Architects and approved by El Campo Little League.

Seven *Applications and Certification for Payment* have been approved and certified:

- Application No. 1 \$58,285.35
- Application No. 2 \$51,727.50
- Application No. 3 \$114,793.25
- Application No. 4 \$105,238.15
- Application No. 5 \$123,825.85
- Application No. 6 \$192,726.26
- Application No. 7 \$220,064.65
- **TOTAL..... \$866,661.01**

Fiscal Impact

This amendment reduces General Fund 199 fund balanced by (\$220,064.65).

Student and Public Benefit

Accurate accounting for the expenditure of public funds.

Procedural and Reporting Implications

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

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

None.

Attachments

- Ballpark Amendment #3
- FFA Project Barn – Amendment #1

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations

Action Required

Motion, second and majority vote to approve budget amendment(s).

Superintendent’s Recommendation

I recommend you approve the budget amendment(s) as a part of the Consent Agenda.

Mark Pool, Superintendent of Schools

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

April 22, 2014

DATE

2013-14

BUDGET YEAR

TO: Board of Trustees

FROM: David Bright *DB*
 Assistant Superintendent for Finance

RE: Budget Amendment(s)

Due to a change in financial requirements, I request the following budget amendments:

BALLPARK AMENDMENT #3

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 00 8911 00 000 400000	Transfers Out	\$ 647,598	+\$ 220,065	\$ 867,663
199 00 3700 00 000 400000	Unassigned Fund Balance	\$ 7,327,049	-\$ 220,065	\$ 7,106,984
622 00 7915 00 000 400000	Transfers In	\$ 647,598	+\$ 220,065	\$ 867,663
622 81 6629 00 001 499000	Building Construction	\$ 647,598	+\$ 220,065	\$ 867,663

Appropriate funds for construction expenditures for the new Baseball/Softball Complex; transfer funds from the General Fund balance.

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

April 22, 2014

DATE

2013-14

BUDGET YEAR

TO: Board of Trustees

FROM: David Bright *KOB*
 Assistant Superintendent for Finance

RE: Budget Amendment(s)

Due to a change in financial requirements, I request the following budget amendments:

FFA PROJECT BARN - AMENDMENT #1

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 00 8911 00 000 400000	Transfers Out	\$ 867,663	+\$ 45,247	\$ 912,910
199 00 3700 00 000 400000	Unassigned Fund Balance	\$ 7,106,984	-\$ 45,247	\$ 7,061,737
623 00 7915 00 000 400000	Transfers In	\$ -0-	+\$ 45,247	\$ 45,247
623 81 66xx 00 001 499000	Land purchase/constr.	\$ -0-	+\$ 45,247	\$ 45,247

Appropriate funds for land acquisition and consulting fees associated with the prospective construction of a new FFA Project Barn; transfer funds from the General Fund balance.

Agenda Item Summary Sheet (4 B.7)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Checks Written – March 2014

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

March 31, 2014

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:

	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
September	\$655,949.80	\$629,351.65	\$591,106.98	\$629,530.76	\$695,282.94
October	\$970,451.63	\$640,667.05	\$655,040.01	\$710,446.37	\$894,925.72
November	\$750,661.87	\$865,783.43	\$718,579.69	\$716,741.33	\$880,283.81
December	\$853,561.12	\$720,971.25	\$355,804.15	\$620,159.58	\$741,092.88
January	\$880,591.27	\$747,638.61	\$701,991.20	\$771,487.77	\$828,457.21
March	\$694,107.70	\$704,337.28	\$656,212.94	\$635,776.11	\$616,434.71
April	\$846,903.79	\$656,212.94	\$554,991.73	\$561,416.91	\$725,103.23
Total	\$5,652,227.18	\$4,964,962.21	\$4,233,726.70	\$4,645,558.83	\$5,381,580.50
May	\$758,644.83	\$620,111.02	\$891,849.50	\$894,796.41	
June	\$718,912.56	\$736,989.79	\$751,699.54	\$1,003,320.40	
July	\$718,935.08	\$658,378.35	\$762,236.64	\$966,194.37	
August	\$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 March are available in electronic format and were emailed to each member of the Board.

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

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

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

Agenda Item Summary Sheet (4 B.3)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda
Business and Support
Services**

Application(s) for Payment Approved by El Campo Little League for High School Baseball and Softball Fields Complex

Summary

As agreed upon in our Escrow Agreement with the El Campo Little League, the following procedures will be followed:

- Polasek Construction, Inc. will complete an *Application and Certification for Payment* and submit it with supporting documentation to RWS Architects.
- RWS will review the application and supporting documentation and if everything is correct will certify the application for payment.
- *Application and Certification for Payment* will be returned to El Campo Little League (Seller). Pat Krpec, former Little League board president, will approve the application and submit copies to El Campo ISD (Buyer) and Duckett, Bouligny & Collins L.L.P (Escrow Agent).
- Within three business days after receipt of the certified *Application and Certification for Payment* from El Campo Little League, the district will submit to the Escrow Agent additional earnest money in an amount equal to the amount certified by RWS Architects.
- Within two business days after receipt of the additional earnest money from the district, the Escrow Agent will disburse to Polasek Construction, Inc. an amount equal to the amount on the *Application and Certification for Payment* certified by RWS Architects.

ECISD Board Policy

None.

Effective Date

April 22, 2014

Previous Board Action

At the regular meeting on November 19, 2013, the Board approved a Real Estate Sales Contract and Facilities Use Agreement between the district and El Campo Little League. The Real Estate Sales Contract called for the district to periodically escrow additional earnest money that would be used to pay for construction draws by Polasek Construction, Inc.

Future Action Expected

The Board will review Applications for Payment from Polasek Construction, Inc. that have been certified by RWS Architects and approved by El Campo Little League as a part of the Consent Agenda each month throughout the duration of the High School Baseball and Softball Fields Complex construction project.

Background Information and Significant Issues None.

Fiscal Impact

Payment Recap for High School Baseball and Softball Fields Complex

Date Approved	Application for Payment No.	Total Completed and Stored	Retainage at 5.0%	Total Earned Less Retainage	Current Payment	Total Paid To Date	Balance to Finish
		Original Contract					\$2,386,707.00
01/09/14	1	\$61,353.00	\$3,067.65	\$58,285.35	\$58,285.35	\$0.00	\$2,328,421.65
01/09/14	2	\$115,803.00	\$5,790.15	\$110,012.85	\$51,727.50	\$58,285.35	\$2,276,694.15
01/09/14	3	\$236,638.00	\$11,831.90	\$224,806.10	\$114,793.25	\$110,012.85	\$2,161,900.90
01/09/14	4	\$347,415.00	\$17,370.75	\$330,044.25	\$105,238.15	\$224,806.10	\$2,056,662.75
01/09/14	5	\$477,758.00	\$23,887.90	\$453,870.10	\$123,825.85	\$330,044.25	\$1,932,836.90
02/21/14	6	\$680,627.75	\$34,031.39	\$646,596.36	\$192,726.26	\$453,870.10	\$1,740,110.64
03/31/14	7	\$912,274.75	\$45,613.74	\$866,661.01	\$220,064.65	\$646,596.36	\$1,520,045.99

Student and Public Benefit Monthly review of the Applications for Payment from the contractor that have been certified by the architects and approved by the Little League insures accounting transparency for the public on this project.

Procedural and Reporting Implications None.

Public Comments None.

Alternatives None.

Other Comments and Related Issues None

Attachments Copy of Application and Certification for Payment No. 7

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

Action Required No action required.

Superintendent's Recommendation This is an information item only.

Mark Pool, Superintendent of Schools

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

4 PAGES

TO OWNER: EC LITTLE LEAGUE
 P.O. BOX 586
 EL CAMPO, TEXAS

PROJECT: ECISD BASEBALL &
 SOFTBALL COMPLEX

FROM CONTRACTOR: POLASEK CONSTRUCTION INC.
 P.O. BX 64
 EL CAMPO, TEXAS 77437

VIA ARCHITECT: RWS ARCHITECTS INC.
 3100 TIMMONS, STE 410
 HOUSTON, TEXAS

CONTRACT FOR: GENERAL CONSTRUCTION

APPLICATION NO: #7

PERIOD TO: 3/25/14

PROJECT NOS: 1388

CONTRACT DATE: 3/5/2013

Distribution to:

OWNER

ARCHITECT

CONTRACTOR

RECEIVED
MAR 31 2014
RWS ARCHITECTS

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	<u>2386707.00</u>
2. Net change by Change Orders	\$	<u>0.00</u>
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	<u>2386707.00</u>
4. TOTAL COMPLETED & STORED TO DATE	\$	<u>912274.75</u>
(Column G on G703)		
5. RETAINAGE:		
a. <u>5</u> % of Completed Work	\$	<u>41973.39</u>
(Column D + E on G703)		
b. <u>5</u> % of Stored Material	\$	<u>3640.35</u>
(Column F on G703)		
Total Retainage (Lines 5a + 5b or		
Total in Column I of G703)		
	\$	<u>45613.74</u>
6. TOTAL EARNED LESS RETAINAGE	\$	<u>866661.01</u>
(Line 4 Less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR		
PAYMENT (Line 6 from prior Certificate)	\$	<u>646596.36</u>
8. CURRENT PAYMENT DUE	\$	<u>220064.65</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	<u>1520045.99</u>
(Line 3 less Line 6)		

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTS
Total changes approved in previous months by Owner	\$0.00	
Total approved this Month	\$0.00	
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: POLASEK CONSTRUCTION INC.

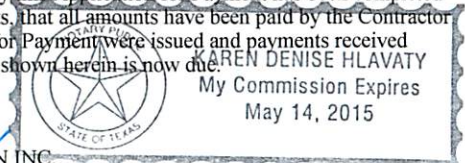
By: *[Signature]* Date: 3/25/14

State of: Texas County of: Wharton

Subscribed and sworn to before me this 25th day of March, 2014

Notary Public: Denise Hlavaty

My Commission expires: May 14, 2015



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

\$ 220,064.65 *[Signature]*

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: Malcolm C. Gaus Date: March 31, 2014

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

REVIEWED
Mark Poff
04/03/2014

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: #7
APPLICATION DATE: 3/25/14

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 3/25/14

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G + C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			D FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD					
1	DIVISION 1 - GEN. REQUIREMENTS								
2	GENERAL CONDITIONS	\$36,000.00	\$10,000.00	\$2,000.00	\$0.00	\$12,000.00	33.33%	\$24,000.00	\$600.00
3	INSURANCE	\$7,500.00	\$2,800.00	\$800.00	\$0.00	\$3,600.00	48.00%	\$3,900.00	\$180.00
4	TESTING / FIELD SURVEYS	\$19,000.00	\$10,447.75	\$0.00	\$0.00	\$10,447.75	54.99%	\$8,552.25	\$522.39
5	CONSTRUCTION MANAGER FEE	\$46,798.00	\$12,000.00	\$4,000.00	\$0.00	\$16,000.00	34.19%	\$30,798.00	\$800.00
6	ARCHITECTURAL FEES	\$80,000.00	\$67,500.00	\$4,500.00	\$0.00	\$72,000.00	90.00%	\$8,000.00	\$3,600.00
7	CONSTRUCTION DOC PRINTING	\$1,353.00	\$1,353.00	\$0.00	\$0.00	\$1,353.00	100.00%	\$0.00	\$67.65
8	FINAL CLEAN	\$2,930.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,930.00	\$0.00
9	CONTRACTOR CONTINGENCY	\$8,647.00	\$0.00	\$0.00	\$0.00	\$0.00		\$8,647.00	\$0.00
10	DIVISION 2 - SITEWORK								
11	EARTHWORK	\$38,753.00	\$32,000.00	\$0.00	\$0.00	\$32,000.00	82.57%	\$6,753.00	\$1,600.00
12	SELECT FILL MATERIALS	\$27,935.00	\$27,935.00	\$0.00	\$0.00	\$27,935.00	100.00%	\$0.00	\$1,396.75
13	FINAL SITE GRADING	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,500.00	\$0.00
14	EROSION CONTROL	\$3,800.00	\$800.00	\$800.00	\$0.00	\$1,600.00	42.11%	\$2,200.00	\$80.00
15	TERMITE CONTROL	\$1,424.00	\$1,424.00	\$0.00	\$0.00	\$1,424.00	100.00%	\$0.00	\$71.20
16	CONCRETE WALKS	\$110,085.00	\$0.00	\$0.00	\$0.00	\$0.00		\$110,085.00	\$0.00
17	REINFORCING STEEL	\$8,009.00	\$0.00	\$0.00	\$0.00	\$0.00		\$8,009.00	\$0.00
18	TRANSFORMER PAD / PULL BOX	\$3,600.00	\$3,600.00	\$0.00	\$0.00	\$3,600.00	100.00%	\$0.00	\$180.00
19	ORNAMENTAL FENCING	\$13,142.00	\$0.00	\$0.00	\$0.00	\$0.00		\$13,142.00	\$0.00
20	CHAIN LINK FENCING	\$67,072.00	\$0.00	\$0.00	\$0.00	\$0.00		\$67,072.00	\$0.00
21	BACKSTOP / NETTING	\$45,645.00	\$27,400.00	\$0.00	\$0.00	\$27,400.00	60.03%	\$18,245.00	\$1,370.00
22	METAL PANEL FENCING	\$79,905.00	\$27,500.00	\$0.00	\$0.00	\$27,500.00	34.42%	\$52,405.00	\$1,375.00
23	BATTING CAGE FENCE / NETS	\$39,868.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	20.07%	\$31,868.00	\$400.00
24	WINDSCREENS AT BULLPENS	\$3,728.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,728.00	\$0.00
25	STORM WATER SYSTEMS	\$40,443.00	\$40,443.00	\$0.00	\$0.00	\$40,443.00	100.00%	\$0.00	\$2,022.15
26	SITE UTILITY CONNECTIONS	\$8,166.00	\$0.00	\$0.00	\$0.00	\$0.00		\$8,166.00	\$0.00
27	FIELD DRAINAGE SYSTEMS	\$35,950.00	\$35,950.00	\$0.00	\$0.00	\$35,950.00	100.00%	\$0.00	\$1,797.50
28	SPORT FIELDS PREP / SOD	\$251,635.00	\$0.00	\$0.00	\$0.00	\$0.00		\$251,635.00	\$0.00
29	IRRIGATION SYSTEM	\$71,500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$71,500.00	\$0.00
30	PUMP STATION	\$9,800.00	\$0.00	\$0.00	\$0.00	\$0.00		\$9,800.00	\$0.00
31	GRASS AT COMMONS	\$23,926.00	\$0.00	\$0.00	\$0.00	\$0.00		\$23,926.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: #7
APPLICATION DATE: 3/25/14

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 3/25/14

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G + C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
32	DIVISION 3 - CONCRETE								
33	SITE LIGHTING FOOTINGS	\$2,200.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,200.00	\$0.00
34	CONCESSIONS FOUNDATION	\$22,948.00	\$22,948.00	\$0.00	\$0.00	\$22,948.00	100.00%	\$0.00	\$1,147.40
35	MAIN ENTRY FOUNDATIONS	\$4,200.00	\$4,200.00	\$0.00	\$0.00	\$4,200.00	100.00%	\$0.00	\$210.00
36	DUGOUT / BS FOUNDATIONS	\$61,680.00	\$22,000.00	\$12,000.00	\$0.00	\$34,000.00	55.12%	\$27,680.00	\$1,700.00
37	BATTING CAGE FOUNDATION	\$38,424.00	\$7,800.00	\$30,624.00	\$0.00	\$38,424.00	100.00%	\$0.00	\$1,921.20
38	REINFORCING STEEL	\$30,282.00	\$30,282.00	\$0.00	\$0.00	\$30,282.00	100.00%	\$0.00	\$1,514.10
39	DIVISION 4 - MASONRY								
40	CMU REINFORCMENT	\$4,316.00	\$0.00	\$4,316.00	\$0.00	\$4,316.00	100.00%	\$0.00	\$215.80
41	SPEC-BRIK MATERIALS	\$68,000.00	\$41,000.00	\$15,000.00	\$0.00	\$56,000.00	82.35%	\$12,000.00	\$2,800.00
42	SPEC-BRIK LABOR	\$54,826.00	\$0.00	\$34,500.00	\$0.00	\$34,500.00	62.93%	\$20,326.00	\$1,725.00
43	DIVISION 5 METALS								
44	MAIN ENTRY STRUCTURAL STEEL	\$17,345.00	\$0.00	\$0.00	\$10,237.00	\$10,237.00	59.02%	\$7,108.00	\$511.85
45	MISC STEEL / INSTALLATION	\$2,400.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,400.00	\$0.00
46	DIVISION 6 - WOODS & PLASTICS								
47	ROUGH CARPENTRY	\$52,900.00	\$0.00	\$4,300.00	\$0.00	\$4,300.00	8.13%	\$48,600.00	\$215.00
48	WOOD TRUSSES	\$11,045.00	\$11,045.00	\$0.00	\$0.00	\$11,045.00	100.00%	\$0.00	\$552.25
49	DUGOUT BENCHES	\$8,824.00	\$0.00	\$0.00	\$0.00	\$0.00		\$8,824.00	\$0.00
50	BATRACKS / HELMET STORAGE	\$3,550.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,550.00	\$0.00
51	DIVISION 7 - MOISTURE PROTECT.								
52	BUILDING INSULATION	\$1,970.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,970.00	\$0.00
53	MASONRY COATINGS	\$10,320.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,320.00	\$0.00
54	METAL ROOFING	\$45,103.00	\$15,400.00	\$0.00	\$0.00	\$15,400.00	34.14%	\$29,703.00	\$770.00
55	SEALANTS / CAULKING	\$10,740.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,740.00	\$0.00
56	DIVISION 8 - DOORS & WINDOWS								
57	HOLLOW METAL	\$8,777.00	\$2,400.00	\$0.00	\$5,370.00	\$7,770.00	88.53%	\$1,007.00	\$388.50
58	CEILING ACCESS DOORS	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00		\$800.00	\$0.00
59	ALUM. ROLLING COUNTER DOOR	\$8,658.00	\$0.00	\$0.00	\$0.00	\$0.00		\$8,658.00	\$0.00
60	FINISH HARDWARE	\$4,994.00	\$0.00	\$0.00	\$3,800.00	\$3,800.00	76.09%	\$1,194.00	\$190.00
61	GLASS AND GLAZING	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$500.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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APPLICATION NO: #7
APPLICATION DATE: 3/25/14

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 3/25/14

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			D FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
62	DIVISION 9 - FINISHES								
63	RESILIENT BASE	\$1,277.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,277.00	\$0.00
64	FLOOR SEALER	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,000.00	\$0.00
65	PAINTING	\$14,725.00	\$0.00	\$0.00	\$0.00	\$0.00		\$14,725.00	\$0.00
66	DIVISION 10 SPECIALTIES								
67	TOILET PARTITIONS	\$8,220.00	\$0.00	\$0.00	\$0.00	\$0.00		\$8,220.00	\$0.00
68	METAL LOUVERS	\$835.00	\$0.00	\$0.00	\$0.00	\$0.00		\$835.00	\$0.00
69	FLAGPOLES	\$2,260.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,260.00	\$0.00
70	GRAPHICS ALLOWANCE	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,000.00	\$0.00
71	INTERIOR GRAPHICS	\$1,798.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,798.00	\$0.00
72	FIRE EXTINGUISHERS	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00		\$600.00	\$0.00
73	TOILET ACCESSORIES	\$2,745.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,745.00	\$0.00
74	DIVISION 11 EQUIPMENT								
75	DIVISION 12 FURNISHINGS								
76	CASEWORK / STAINLESS TOPS	\$18,100.00	\$0.00	\$0.00	\$0.00	\$0.00		\$18,100.00	\$0.00
77	DIVISION 13 SPECIAL CONSTRUCTION								
78	BATTING CAGE PEMB	\$41,524.00	\$0.00	\$0.00	\$33,900.00	\$33,900.00	81.64%	\$7,624.00	\$1,695.00
79	BLEACHER ROOF SYSTEM	\$91,580.00	\$0.00	\$0.00	\$0.00	\$0.00		\$91,580.00	\$0.00
80	ANGLE FRAME BLEACHERS	\$145,820.00	\$0.00	\$0.00	\$0.00	\$0.00		\$145,820.00	\$0.00
81	DIVISION 14 CONVEYING SYSTEMS								
82	DIVISION 15 - PLUMBING								
83	PLUMBING SYSTEMS	\$65,171.00	\$25,400.00	\$0.00	\$0.00	\$25,400.00	38.97%	\$39,771.00	\$1,270.00
84	DIVISION 15 - MECH. HVAC								
85	HVAC SYSTEMS	\$4,950.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,950.00	\$0.00
86	DIVISION 16 - ELECTRICAL								
87	MAIN ELEC. SERVICE CONDUITS	\$16,500.00	\$16,500.00	\$0.00	\$0.00	\$16,500.00	100.00%	\$0.00	\$825.00
88	SITE LIGHTING	\$24,695.00	\$0.00	\$670.00	\$0.00	\$0.00		\$24,695.00	\$0.00
89	SPORT LIGHTING	\$209,900.00	\$150,000.00	\$35,000.00	\$0.00	\$185,000.00	88.14%	\$24,900.00	\$9,250.00

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ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
90	GENERAL ELECTRICAL	\$139,147.00	\$22,500.00	\$11,000.00	\$0.00	\$33,500.00	24.08%	\$105,647.00	\$1,675.00
91	PUBLIC ADDRESS SYSTEM	\$26,944.00	\$0.00	\$0.00	\$19,500.00	\$19,500.00	72.37%	\$7,444.00	\$975.00
	GRAND TOTALS	\$2,386,707.00	\$680,627.75	\$158,840.00	\$72,807.00	\$912,274.75	38.22%	\$1,474,432.25	\$45,613.74

Agenda Item Summary Sheet (4 B.4)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Information Item

Consent Agenda: Timeline for Issuance of Maintenance Tax Notes
Business and Operations

Summary At this time we are moving forward with preparation to issue \$2.7 million in maintenance tax notes.

To date the following tasks have been completed:

- Lewis Wilks, David Bright and I participated in a conference call with the rating agency, Standard & Poor's, on March 31st;
- The first drafts of the Preliminary Official Statement (POS), the Notice of Sale (NOS), and the Bid Form have been prepared by U.S. Capital Advisors. A second draft is currently being reviewed by their working group.
- On April 16th we received an A+ rating from Standard & Poor's for these maintenance tax notes. (Note: These notes are not guaranteed by the Permanent School Fund as voter approved notes would be to get a AAA rating.)

The following tasks will be completed before the regular board meeting on May 20th:

- April 28 – Comments are due from the U.S. Capital Advisors working group on the second draft of the POS, NOS, and Bid Form;
- May 9 – Notify the Texas Bond Reporter, The Bond Buyer, and Bloomberg of the sale;
- May 9 - Print and distribute POS, NOS and Bid Form;
- May 20 – Bids are due and Pricing of the Notes at 11:00 a.m. CST;
- May 20 – Regular Board Meeting to adopt Bond Order authorizing the sale of the Notes and approving other related matters.

The following tasks will need to be completed following the next regular board meeting on May 20th:

- May 23 – Bond Counsel will compile transcripts of proceedings and submit them to the Texas Attorney General;
- May 27 – Print and distribute final offering documents;
- June 11 – Prepare and distribute closing memorandum; and

- June 18 – Deliver the Bonds

ECISD Board Policy	CFF (LEGAL), LOCAL REVENUE SOURCES, LOANS AND NOTES
Effective Date	April 22, 2014
Previous Board Action	<p>The Board previously issued the Maintenance Tax Notes, Series 2005, under a performance contract with <i>TAC America</i> for an energy management retrofit.</p> <p>At the regular meeting on February 25, 2014, the Board heard a presentation by Financial Advisor, Lewis Wilks, of U.S. Capital Advisors on refunding these existing maintenance tax notes and providing some new money for capital improvements.</p> <p>At the regular meeting on March 25, 2014, the Board decided to move forward with the issuance of \$2.7 million in maintenance tax notes to refund the Maintenance Tax Notes, Series 2005, and provide \$2 million in “new money” for capital improvements and/or the purchase of equipment.</p>
Future Action Expected	At the regular meeting on May 20, 2014, the Board will consider approval of an Order authorizing the sale to the notes and approving other related matters.
Background Information and Significant Issues	Rather than budget the principal and interest payments for these Maintenance Tax Notes each year in the M&O Budget of the General Operating Fund, David Bright has suggested that we pay the principal and interest payments from the General Fund fund balance and amend the maintenance and operating budget accordingly. The rationale for this suggestion is the projects for which the notes are being issued would be paid from fund balance anyway, and the intent is to pay the debt back as soon as possible from available surplus fund balance funds.
Fiscal Impact	Through August 31, 2021, and Net Present Value savings of \$60,890.78; approximately 8.7%.
Student and Public Benefit	Provides some immediate funds for renovation projects and savings by refunding current existing debt.
Procedural and Reporting Implications	None.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	El Campo Independent School District \$2,700,000 Maintenance Tax Notes (NM & Refunding), Series 2014
Contact Person(s)	Mark Pool, Superintendent of Schools David Bright, Assistant Superintendent for Finance and Operations
Action Required	No action required.
Superintendent's Recommendation	This is an information item only. Mark Pool, Superintendent of Schools

EL CAMPO INDEPENDENT SCHOOL DISTRICT
\$2,700,000 MAINTENANCE TAX NOTES (NM & REFUNDING), SERIES 2014

Timetable of Events

MARCH						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

<u>Date</u>	<u>Action</u>	<u>Responsibility</u>
3/31	Rating agency meeting/conference call	ISD, FA
4/4	Submit draft of POS, NOS & Bid Form to rating agencies	FA
4/4	First draft of POS, NOS & Bid Form to working group	FA
4/14	Comments from working group on first draft of POS, NOS & Bid Form	BC, FA
4/15	Receive rating	FA
4/17	Second draft of POS, NOS & Bid Form to working group	FA
4/28	Second draft of comments from working group on POS, NOS & Bid Form	BC, FA
5/9	Notify Texas Bond Reporter, The Bond Buyer, and Bloomberg of sale	FA
5/9	Print and distribute POS, NOS & Bid Form and order CUSIPs	FA
5/20	Bids Due - Pricing of the Notes – 11:00 a.m. Central Time	ISD, FA, P
5/20	Regular Board Meeting – adopt Bond Order authorizing sale of the Notes and approving other related matters	ISD, BC, FA
5/23	Bond counsel compiles transcript of proceedings and submits to Texas Attorney General	BC
5/27	Print and distribute final offering documents	FA
6/11	Prepare and distribute closing memorandum	FA
6/18	Deliver Bonds	BC, FA, P

Financing Team Members:

ISD - El Campo Independent School District
 BC - Bond Counsel – Andrews Kurth LLP
 FA - Financial Advisor – U.S. Capital Advisors
 P - Purchaser – TBD

Agenda Item Summary Sheet (4 B.5)
Meeting Date: April 22, 2104
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda
Business and Support
Services**

Renewal of Student Insurance

Summary

According to policy FFD (LEGAL) the Board may purchase insurance against bodily injury sustained by students while training for or engaging in interscholastic athletic competition or while engaging in school-sponsored activities on a school campus. Such insurance shall be purchased from a reliable insurance company authorized to do business in Texas. The amount shall be in keeping with the financial condition of the District and shall not exceed the amount that the Board considers reasonable and necessary to afford adequate medical treatment of students so injured.

In the summer of 2004 we accepted bids for student insurance and awarded a contract to Texas Monarch Management Corporation —the number one provider of student accident insurance in Texas. The contract negotiated for the 2004-2005 school year allowed annual renewals and we renewed with them until 2008.

In 2008 our student insurance consultant and his partner left Texas Monarch to form a new group in Texas known as Texas Kids First. Based on David Bright's recommendation we changed and contracted with Texas Kids First to provide our student insurance. We signed a multi-year contract that could automatically renew provided premium increases did not exceed 10% from the previous year's premium. (We did receive a premium increase in 2012 - 2013 based on the number of claims filed.)

ECISD Board Policy

FFD (LEGAL), STUDENT WELFARE: STUDENT INSURANCE

Effective Date

April 22, 2104

Previous Board Action

On June 21, 2004 the Board of Trustees approved Texas Monarch Management Corporation as the provider for our student accident insurance.

Our student accident insurance was renewed with Texas Monarch Management Corporation on June 20, 2005; July 17, 2006; and May 17, 2007.

On April 15, 2008 the Board approved a change in our student insurance provider to Texas Kids First. The Board renewed with

Texas Kids First in 2009 – 2013.

Future Action Expected	The Board will consider the purchase of student insurance coverage annually.
Background Information and Significant Issues	<p>Our multi-year agreement with Texas Kids First (which currently runs through the 2014-2015 school year) provides a three-year option for automatic renewal provided the premium rate does not increase more than 10% from the previous year. The agreement also has the following statement: <i>“Texas Kids First and the underwriting company will <u>strive</u> to keep the premium of the base plan (blanket plan) at the same level or at a level not to exceed ten percent (10%) of the previous year’s premium.”</i></p> <p>We have been notified that Texas Kids First is not requesting an increase for 2014-2015 school year.</p>
Fiscal Impact	<p>The renewal quote for Student Athletic/Activities Insurance for 2014-2015 is \$43,900.</p> <p>The renewal quote for Catastrophic Insurance is \$1,560.</p>
Student and Public Benefit	Students benefit by having coverage furnished while they are participating in athletics or school-sponsored activities. Parents of other students benefit by being offered low-cost accident insurance for their children.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	Request bids for a new Student Athletic/Activities and Student Catastrophic Insurance provider.
Other Comments and Related Issues	<p>ECISD policy FFD (LEGAL) clearly states that the failure of the Board to purchase student insurance shall not be construed as placing any legal liability upon the District or its officers, agents, or employees, for any injury that may result.</p> <p>FDD (LOCAL) states that the District shall cooperate in a program to offer low-cost accident insurance for students. Students or parents shall pay the premium for the coverage, if they choose to participate. By declining the insurance offer or failing to respond to it, the parents/guardians are accepting full responsibility for costs associated with a student’s injury or injuries.</p> <p>The District is not responsible for costs of treating injuries and cannot assume liability for any other costs associated with an</p>

injury.

The company we are recommending offers this voluntary program described in FDD (LOCAL).

Attachments

- Memorandum from David Bright recommending Texas Kids First as our provider for student athletic / activities and student catastrophic insurance.

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations

Action Required

Motion, second and majority vote to approve Texas Kids First as the provider for the district's student athletic / activities and student catastrophic insurance.

Superintendent's Recommendation

I recommend you approve Texas Kids First as the provider for the district's student athletic / activities and student catastrophic insurance as part of the Consent Agenda.

Mark Pool, Superintendent of Schools

DATE: April 2, 2014
 TO: Mark Pool
 FROM: David Bright
 SUBJECT: **Renewal for Student Athletic/Activities and Student Catastrophic Insurance**

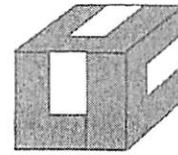
Our rep from Texas Kids First has indicated they will not be requesting an increase for the 2014-15 school-year since our claims have gone down. The quoted premium for Student Athletic/Activities insurance is \$43,900, and for Catastrophic coverage is \$1,560. The quotes are attached.

I recommend we continue our contract with Texas Kids First.

<u>Year</u>	<u>Student Athletic/Activities</u>		<u>Catastrophic</u>
	<u>Annual Premium</u>	<u>Claims</u> <u>Pending</u>	<u>Annual Premium</u>
2014-15 Proposed	\$43,900		\$1,560
2013-14	\$43,900	\$14,896 \$28,088	\$1,560
2012-13	\$43,900	\$53,343	\$1,560
2011-12	\$36,600	\$21,667	\$1,418
2010-11	\$36,600	\$35,882	\$1,418
2009-10	\$36,600	\$25,551	\$1,418
2008-09	\$33,365	\$40,492	\$1,418

cc: Bob Gillis

2014-2015
Application for K-12 Blanket
Athletics and Activities Accident
Insurance



UNIFIED LIFE INSURANCE COMPANY

GENERAL INFORMATION

School/District: El Campo ISD
 Address: 700 West Norris Street
 City: El Campo State: TX Zip: 77437 County: Wharton
 Telephone: (979) 543-6771 Fax: (979) 543-1670
 Policy Effective Date: 8/01/2014 1st Day of Football Practice: 8/04/2014

ENROLLMENT DATA

Student Enrollment: Grades K - 8 Grades 9 - 12
 Number of High Schools in District: _____

Deductible: \$0

Texas Kids First Plan Selection <i>One plan selection per application only. If additional plans are desired, please submit with a new application.</i>	Plan Design			Interscholastic Football Rider	Premium
	Lone Star Custom	Lone Star Advantage	Lone Star		
<input type="checkbox"/> All School Activities and Athletics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Circle One Yes No	\$ _____
<input checked="" type="checkbox"/> All Interscholastic Athletics and Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Yes No	\$ 43,900.00
<input type="checkbox"/> All Interscholastic Athletics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes No	\$ _____
<input type="checkbox"/> All School Activities Excluding Athletics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A	\$ _____
<input type="checkbox"/> Interscholastic Football Only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A	\$ _____

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which may be a crime and may subject such person to criminal and civil penalties.

AUTHORIZED SIGNATURES

School Official Name (print): _____
 School Official Title (print): _____
 School Official Signature: _____ Date: _____
 Agent Name (print): **Rommie Maxey**
 Agent Signature: *Rommie Maxey* Date: **Apr. 2 '14**

<p align="center">Return to: Rommie Maxey 5030 Heatherglenn Houston, TX 77096 Phone: (713) 728-2437 Fax: (713) 728-2437</p>	<p>For Office Use Only:</p>
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ZURICH[®]

2014 Enrollment Form for Catastrophic Coverage

Underwritten by Zurich

LEGEND INSURANCE AGENCY LLC, 13931 QUAIL POINTE DR, OKLAHOMA CITY, OK 73134

PHONE: 800-366-8354

X Participant Information

Name of Participating School or District: El Campo ISD

Address: 700 West Norris Street City: El Campo State: TX Zip: 77437

Number of Schools Junior High: 1 Senior High: 1

Estimated Number of Students Grades K-8: _____ Grades 9-12: _____

Eligible Classes Junior High: Yes No Senior High: Yes No

_____ Class I: All enrolled Students of the School or School District, including all sports and activities (includes student coaches, student trainers and student managers. Football: Yes No

X Class II: All enrolled Students of the School or School District, while participating in gym classes and extracurricular school activities, including intramural and interscholastic sports, such as football, band members, cheerleaders, majorettes, student coaches, student trainers and student managers. Coverage also includes supervised travel to and from such games and practice sessions.

Benefits: Football: Yes No

X Accident Medical Expense (AME) Benefit Amount - Excess Coverage \$7,500,000

X Accidental Death Dismemberment (ADD) (\$10,000 Death, \$20,000 Dismemberment)

_____ Catastrophic Cash Benefit (Maximum Benefit Amount \$500,000)

Premium: Total Premium: \$ 1,560.00

Requested Effective Date:

The Effective Date will be the requested dates assuming We have accepted the risk and received the attached Enrollment Form. If the acceptance of the Enrollment Form or the Enrollment Form is not received prior to the requested effective date, the Effective Date will be the date We accept the Enrollment Form. The Expiration Date of the policy will be one (1) year from the Effective Date.

08 / 01 / 2014
Month Day Year

Approval for Enrollment:

The authorized signer of this application represents to the best of his or her knowledge and belief that the statements set forth herein are true and include all material information. Signing of this application does not bind Zurich to offer nor the authorized signer to accept insurance, but it is agreed this questionnaire and any attachments thereto shall be the basis of the insurance.

Officer's Name (print): _____ Signature: _____

Title (print): _____ Date: _____

General Statement

Any person who knowingly and with the intent to defraud any insurance company or another person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects the person to criminal and civil penalties.

Agenda Item Summary Sheet (4 B.6)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Monthly Financial Reports for Month of March

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

March 31, 2014

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 audited fund balance in the General Fund (Fund 199 only) on August 31, 2013 was \$8,490,723, which is 31.26% 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 \$8,190,723; or 30.16% of the approved General Fund operating expenditures (as defined in the AEIS Report).

The undesignated fund balance currently exceeds the 20% goal by \$2,758,367.

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 72.50% of our amended revenue projections; and expended 60.40% of our amended expenditure estimates.
Compared to the same time last year, our revenue increased by \$87,367 and our expenditures increased by \$1,333,479.

	2009-2010		2010-2011		2011-2012		2012-2013		2013-2014	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
Sep	10.41%	10.59%	9.93%	10.95%	10.63%	12.13%	10.87%	15.21%	9.73%	13.30%
Oct	19.64%	17.92%	18.64%	18.81%	19.79%	20.05%	19.84%	22.74%	19.43%	21.26%
Nov	26.01%	25.17%	27.97%	23.69%	29.84%	27.07%	30.94%	28.88%	29.49%	28.75%
Dec	38.96%	32.11%	41.96%	30.73%	41.60%	33.20%	44.98%	35.39%	44.93%	35.84%
Jan	57.38%	39.07%	60.48%	37.99%	64.61%	40.50%	65.81%	42.09%	64.89%	43.90%
Feb	68.68%	50.45%	66.83%	48.02%	69.97%	50.83%	71.78%	51.52%	70.55%	52.93%
Mar	70.62%	58.65%	68.88%	55.20%	72.10%	57.21%	74.26%	57.69%	72.50%	60.40%
Apr	75.39%	65.99%	73.41%	62.72%	77.12%	64.95%	78.68%	65.38%		
May	79.21%	72.77%	77.20%	69.62%	81.11%	71.59%	82.15%	71.53%		
Jun	85.20%	80.00%	82.93%	76.81%	87.17%	78.14%	87.97%	79.86%		
Jul	91.73%	85.63%	89.99%	84.05%	93.70%	85.44%	94.13%	88.19%		
Aug	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 \$25,844 giving us a new adjusted levy of \$13,904,263; and we have currently collected \$13,221,905 which amounts to 95.09% of the adjusted levy. This leaves an uncollected balance of \$682,358.

Delinquent collections YTD are \$196,032 plus \$120,829 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%	41.43%
Jan	81.82%	73.71%	81.26%	84.41%	83.67%	84.25%
Feb	93.04%	92.80%	93.50%	94.04%	94.27%	94.03%
Mar	94.06%	94.60%	94.95%	95.38%	95.47%	95.09%
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	\$761,003	\$616,019	(\$144,984)	\$22,796,865	\$22,884,234	\$87,369
Expenditures	\$2,115,490	\$2,587,840	\$472,350	\$16,774,198	\$18,060,142	\$1,285,944
Balance	(\$1,354,487)	(\$1,971,821)	(\$617,334)	\$6,022,667	\$4,824,092	(\$1,198,575)

Attachments

- Monthly Financial Report – March 31, 2014
- 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
 April 22, 2014

**Comparison of Revenue and Expenditures
 to the Budget for the General Operating Fund
 9-1-13 to 3-31-14**

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	\$14,252,137	(\$524,785)
<i>State:</i>	\$15,207,443	\$15,207,443	\$7,493,085	(\$7,714,358)
<i>Federal:</i>	\$1,580,846	\$1,580,846	\$1,137,392	(\$443,454)
<i>Other Resources:</i>	\$0	\$0	\$1,619	\$1,619
<i>Total:</i>	\$31,565,211	\$31,565,211	\$22,884,233	(\$8,680,978)

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	\$32,428,885	\$18,060,143	\$1,525,879	\$19,586,022	\$12,842,863

COMPARISONS TO MARCH 31 OF PRIOR YEAR:

	<i>2012-2013</i>	<i>2013-2014</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$22,796,866	\$22,884,233	\$87,367
<i>Expenditures:</i>	\$18,252,543	\$19,586,022	\$1,333,479
<i>Cash Position:</i>	\$15,340,013	\$13,822,608	(\$1,517,405)

PRIOR MONTH CASH POSITION as of 2/28/14: \$16,009,538

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	\$8,490,723	31.26%

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
Transfer funds for the Baseball/Softball Complex from the General Fund Balance	\$647,598

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

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
TAX COLLECTION RECAP
2013 - 2014**

Reporting Period	Beginning Levy	Adjustments	Adjusted Levy	Current Tax Year Collections	% Collected	% Collected Prior Year	Delinquent Collections	Penalty & Interest	Total Collections	Current Tax Year Uncollected
Monthly Recap										
Oct-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	
Dec-13	\$13,878,419	\$40,789	\$13,919,209	4,415,353	31.72%	26.65%	\$16,997	\$10,487	\$4,442,837	
Jan-14	\$13,878,419	\$29,404	\$13,907,824	5,950,829	42.79%	44.51%	\$33,774	\$17,610	\$6,002,213	
Feb-14	\$13,878,419	\$27,276	\$13,905,695	1,358,514	9.77%	10.60%	\$50,143	\$45,967	\$1,454,624	
Mar-14	\$13,878,419	\$25,844	\$13,904,263	145,854	1.05%	1.19%	\$14,132	\$18,142	\$178,128	
Year To Date				13,221,905	95.09%	95.47%	196,032	120,829	\$13,538,767	\$682,358

EL CAMPO INDEPENDENT SCHOOL DISTRICT
Cash Flow
2013-2014

199	GENERAL FUND	Actual Sep-13	Actual Oct-13	Actual Nov-13	Actual Dec-13	Actual Jan-14	Actual Feb-14	Actual Mar-13	Actual Mar-14	Actual Apr-13	Actual May-13	Actual Jun-13	Actual Jul-13	Actual Aug-13	2012-13 Totals	
REVENUE:																
5700	Local Revenue:															
5711	Taxes Current Year	19,381	31,010	1,144,443	3,840,618	5,176,225	1,181,680	140,709	126,868	71,371	53,372	44,053	66,683	21,200	11,621,929	
5712	Taxes Prior Years	9,927	46,798	24,066	14,982	29,478	43,942	25,424	12,349	9,044	8,184	9,425	26,919	11,995	231,507	
5717	Misc-Vehicle Inventory	0	0	0	0	0	10,783	0	0	0	0	0	0	0	0	
5719	Pen, Int, & Other	10,827	15,539	10,107	9,702	16,505	40,801	22,573	15,948	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	243,599	3,806	4,248	4,096	10,305	3,850	10,391	7,441	7,110	12,052	295,656	411,402	
5750	Co/Curr Activities	22,571	22,069	18,556	4,595	3,283	2,494	39,106	719	560	-992	107	17,775	2,888	129,977	
	Total Local Rev:	67,984	118,721	1,440,772	3,873,703	5,229,739	1,283,795	238,118	159,734	102,527	76,588	75,782	142,579	346,666	12,570,897	
5800	State Revenue:															
5811	Available School Fund	0	0	0	93,427	29,376	29,376	240,487	138,747	98,872	108,717	260,270	167,438	71,453	1,535,657	
5812	Foundation Entitlement	2,837,245	2,332,810	1,222,426	49,747	0	0	0	0	894,497	579,551	1,170,464	1,472,131	1,711,323	12,075,348	
5812	Founda Ent-Prior Yr	0	0	0	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	102,700	103,825	102,601	102,651	86,836	102,826	86,450	86,839	88,027	86,420	160,071	1,097,223	
	Total State Rev:	2,940,383	2,442,078	1,325,126	246,999	131,977	132,027	327,323	241,573	1,079,819	775,107	1,518,761	1,725,989	1,979,191	14,746,637	
5900	Federal Revenue:															
5930	Federal	0	283,668	0	4,231	0	0	0	0	4,690	0	0	0	4,945	142,433	
	Total Federal Rev:	0	283,668	0	4,231	0	0	0	0	4,690	0	0	0	4,945	142,433	
7900	Other Res/Non-Oper															
	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	0	199,850	
	Total Other Res:	0	0	0	0	0	0	0	0	0	0	0	0	0	199,850	
	Total Revenue:	3,008,367	2,844,467	2,765,898	4,124,934	5,361,716	1,415,822	565,440	401,307	1,187,036	851,695	1,594,543	1,868,568	2,330,803	27,659,817	
EXPENDITURES:																
6000	Expenditures:															
6100	Payroll Costs	1,130,298	1,698,951	1,720,586	1,726,120	1,694,389	1,720,841	1,614,841	1,721,032	1,593,517	1,618,071	2,013,708	1,559,322	2,273,327	19,749,410	
6200	Contracted Services	190,273	309,751	318,923	308,172	332,280	309,543	243,810	263,733	96,106	355,574	369,547	352,558	389,589	3,427,355	
6300	Supplies & Materials	105,692	87,818	144,296	126,131	148,015	72,797	97,531	162,010	130,262	195,472	127,890	163,244	138,906	1,603,574	
6400	Other Operating	36,999	223,652	23,308	44,324	215,905	57,181	26,680	35,112	187,960	83,544	282,476	187,464	283,143	1,579,403	
6500	Debt Services	0	0	500	0	0	98,675	0	0	0	0	0	0	18,675	994,593	
6600	Capital Outlay	36,700	86,055	335,164	26,790	35,410	0	-99	30,570	8,690	0	0	66,377	357,734	469,408	
8900	Other Uses/Non Operating	0	0	0	0	454,870	0	0	192,726	0	0	0	185,482	-2,749	244,212	
	Total Expenditures:	1,499,962	2,406,227	2,542,778	2,231,537	2,880,869	2,259,037	1,982,763	2,405,183	2,016,536	2,252,660	2,793,621	2,514,447	3,458,625	28,067,955	
	ENDING BALANCE	1,508,405	438,240	223,121	1,893,397	2,480,847	-843,216	-1,417,322	-2,003,876	-829,500	-1,400,966	-1,199,078	-645,879	-1,127,822	-408,138	
	GF FB as of 8/31/13	8,490,723														
		9,999,128	10,437,368	10,660,489	12,553,886	15,034,733	14,191,517	13,781,619	12,187,642	11,358,142	9,957,176	8,758,098	8,112,219	6,984,397		

240	FOOD SERVICE	Actual Sep-13	Actual Oct-13	Actual Nov-13	Actual Dec-13	Actual Jan-14	Actual Feb-14	Actual Mar-13	Actual Mar-14	Actual Apr-13	Actual May-13	Actual Jun-13	Actual Jul-13	Actual Aug-13	2012-13 Totals
REVENUE:															
5700	Local Revenue:														
	Earnings from Temp Dep			413	0	0	459	0	0	0	1,023	0	0	994	3,579
	Foundation Revenue														0
	Lunch	32,163	35,514	28,146	21,567	29,874	30,366	17,723	23,007	29,526	26,465	2,397	0	20,398	243,170
	Breakfast	7,241	8,574	6,646	5,980	6,464	7,296	5,169	6,469	7,951	6,644	844	0	4,537	71,130
	A La Carte	8,563	9,853	8,162	6,740	8,998	10,605	5,766	7,420	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	0	269	1,105	1,181	1,146	0	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
	Total Local Rev:	47,967	53,942	43,367	34,556	46,441	49,908	29,804	36,896	48,227	43,874	5,027	182	30,193	406,632
5800	State Revenue														
5829	Misc St Program Rev.	0	1,046	0	0	0	0	0	9,685	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
	Total State Rev:	0	1,046	0	0	0	0	0	9,685	9,504	0	0	0	0	9,504
5900	Federal Revenue														
5921	School Breakfast	0	36,071	41,264	33,639	26,664	28,447	31,840	33,641	22,110	37,175	41,672	0	7,437	293,729
5922	National School Lunch	0	102,977	116,069	92,093	77,755	92,659	98,069	101,619	68,386	113,436	127,121	0	24,568	886,331
5923	USDA Donated Com	9,513	9,513	9,513	9,513	9,513	9,513	7,198	9,513	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
	Total Federal Rev:	9,513	148,562	166,846	135,246	113,933	130,619	137,107	144,774	97,691	157,806	175,989	7,195	73,872	1,301,079
7900	Other Res/Non-Oper:														
7940	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Other Res:	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Revenue:	57,481	203,550	210,213	169,802	160,374	180,527	166,912	191,355	155,421	201,680	181,015	7,377	104,065	1,717,215
EXPENDITURES:															
6000	Expenditures:														
6100	Payroll & Benefits	39,132	45,692	47,895	50,202	46,494	46,470	43,751	47,552	42,658	45,269	56,333	43,036	55,932	536,793
6200	Contracted Services	0	123,608	135,901	111,701	124,026	48,909	81,196	110,613	113,384	100,199	96,090	51,081	26,148	949,540
6300	Supplies & Materials	9,806	20,610	10,007	9,945	10,164	9,720	7,359	9,681	7,520	7,678	7,455	7,757	8,635	90,512
6400	Other Operating	11	165	105	160	55	61	21	234	86	111	159	130	130	1,085
6600	Capital Outlay	0	9,243	0	0	0	0	0	14,177	0	0	0	0	0	0
	Total Expenditures:	48,948	199,318	193,908	172,007	180,739	105,161	132,327	182,257	163,648	153,257	160,037	102,004	90,846	1,577,931
ENDING BALANCE		8,533	12,765	29,071	26,865	6,500	81,865	160,349	90,963	82,736	131,159	152,138	57,510	70,730	139,284

511	DEBT SERVICE	Actual Sep-13	Actual Oct-13	Actual Nov-13	Actual Dec-13	Actual Jan-14	Actual Feb-14	Actual Mar-13	Actual Mar-14	Actual Apr-13	Actual May-13	Actual Jun-13	Actual Jul-13	Actual Aug-13	2012-13 Totals
REVENUE:															
5700	Local Revenue:														
5711	Taxes Current Year	2,909	4,640	171,262	574,735	774,605	176,834	21,119	18,986	10,712	8,010	6,612	10,008	3,182	1,738,138
5712	Taxes Prior Years	1,258	6,775	3,347	2,015	4,295	6,201	3,661	1,783	1,337	1,115	1,153	3,903	1,645	32,730
5719	Pen, Int, & Other	1,158	1,928	1,048	785	1,105	5,166	3,093	2,194	1,533	1,207	1,265	2,658	1,350	20,229
5742	Earnings Fm Temp Dep	92	90	107	166	344	388	778	394	770	803	783	817	456	6,826
	Total Local Rev:	5,417	13,434	175,764	577,702	780,348	188,590	28,651	23,357	14,351	11,136	9,813	17,386	6,633	1,797,924
5800	State Revenue:														
5829	St Rev Dist By TEA	0	0	22,190	0	0	0	0	0	0	0	0	0	0	53,770
	Total State Rev:	0	0	22,190	0	0	0	0	0	0	0	0	0	0	53,770
7900	Other Res/Non-Oper:														
7940	Other Res/Non-Oper Rev	0	0	1,619	0	0	0	0	0	0	0	0	0	0	0
	Total Other Res:	0	0	1,619	0	0	0	0	0	0	0	0	0	0	0
	Total Revenue:	5,417	13,434	199,573	577,702	780,348	188,590	28,651	23,357	14,351	11,136	9,813	17,386	6,633	1,851,694
EXPENDITURES:															
6000	Expenditures:														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	405,000	0	0	0	0	0	0	520,000	855,000
6521	Interest on Bonds	0	0	0	0	0	346,312	0	0	0	0	0	0	469,384	945,469
6599	Other Debt Fees	0	0	500	0	0	0	400	400	0	0	0	0	0	900
	Total Expenditures:	0	0	500	0	0	751,312	400	400	0	0	0	0	989,384	1,801,369
ENDING BALANCE		5,417	18,851	217,924	795,626	1,575,974	1,013,252	980,390	1,036,209	1,050,560	1,061,696	1,071,509	1,088,895	106,144	50,325
Total Approved Budget 199, 240, 511															
TOTAL REVENUE		3,071,266	3,061,451	3,175,684	4,872,437	6,302,438	1,784,939	761,003	616,019	1,356,809	1,064,510	1,785,372	1,893,331	2,441,501	31,228,726
TOTAL EXP		1,548,910	2,605,545	2,737,185	2,403,544	3,061,608	3,115,510	2,115,490	2,587,840	2,180,184	2,405,917	2,953,658	2,616,451	4,538,855	31,447,254
ENDING BALANCE		1,522,355	1,978,262	2,416,761	4,885,654	8,126,484	6,795,912	6,023,499	4,824,091	4,000,715	2,659,309	1,491,022	767,902	-1,329,453	

Agenda Item Summary Sheet (4 D.1)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Information Only

Consent Agenda:
Curriculum and Instruction

Review of Summer School Plans

Summary

This summer we will offer the following summer school programs:

- June 10-25 – Retention Reduction Program
- June 10-25 – Student Success Initiative Program
- Two Weeks Prior to Test Administration – High School TAKS / EOC Preparation
- July 21 – August 7 – Kindergarten Jump Start Program
- July 7 – August 7 – Bilingual / ESL Program
- June 11 – July 10 – Migrant Program
- July 7 – July 31 – Bilingual / Migrant Newcomers Program
- July 14 – August 7 – Transition Classes Program
- June 11 – July 10 – Fast Forward Program
- June 11 – July 10 – Family Literacy Program
- June 16 – July 10 – High School Acceleration Program
- June 16-19 and June 23-26 – Special Education Social Skills Program
- June 16-19, 23-26, July 14-17, 21-24, and August 4-7 – Special Education Extended Year Services

ECISD Board Policy

EHBC (LEGAL), SPECIAL PROGRAMS:
COMPENSATORY/ACCELERATED SERVICES

EHBC (LOCAL), SPECIAL PROGRAMS:
COMPENSATORY/ACCELERATED SERVICES

Effective Date

Summer 2014

Previous Board Action

The Board annually reviews the plans for the district's summer school programs.

Future Action Expected

The Board annually reviews the plans for the district's summer school programs.

Background Information and Significant Issues	<p>According to ECISD policy the District shall use student performance data from state basic skills assessment instruments and achievement tests to design and implement appropriate compensatory, intensive, or accelerated instructional services for students in the District's schools that enable the students to be performing at grade level at the conclusion of the next regular school term.</p> <p>The District shall also provide accelerated instruction to enrolled students who have not performed satisfactorily on each section of the secondary exit-level assessment instrument or who are at risk of dropping out of school.</p>
Fiscal Impact	<p>The costs of the various programs and their funding sources are detailed in the attached information from Carolyn Gordon.</p> <p>Total estimated cost of all programs is \$80,560</p>
Student and Public Benefit	<p>Students are provided the opportunity for additional instruction during the summer months.</p>
Procedural and Reporting Implications	<p>Depends upon the program and the funding source.</p>
Public Comments	<p>None.</p>
Alternatives	<p>None.</p>
Other Comments and Related Issues	<p>According to policy the District shall use its compensatory education allotment to fund supplemental programs and services designed to eliminate any disparity in performance on state assessment instruments or disparity in the rates of high school completion between at-risk students and all other students.</p> <p>Specifically, the District may use the funds in providing a compensatory, intensive, or accelerated instruction program or to support a program eligible under Title I of the Elementary and Secondary Education Act.</p> <p>The District may also set aside an amount from its compensatory education allotment, or may apply to TEA for funding of an extended-year program, for a period not to exceed 30 instructional days for:</p> <ol style="list-style-type: none"> 1. Students in kindergarten through grade 11 who are identified as not meeting District standards or policies for promotion on the basis of academic achievement or demonstrated proficiency of the subject matter of the course or grade level; or 2. Students in grade 12 who are identified as likely not to graduate from high school before the beginning of the

succeeding school year.

The District may not enroll more than 16 students in a class provided in an optional extended-year program. Each class must be taught by a teacher who has completed a program that provides training to teach such a class. The training shall provide teachers with knowledge and skills needed to help students in the program meet challenging state content and student performance standards. Training is to occur prior to the implementation of the program, and additional professional development may be provided throughout the implementation of the program.

The District must:

1. Incorporate effective instructional strategies into the design of the program to ensure students are provided with the skills needed to be successful in the following school year.
2. Include a parent/family awareness component in the extended-year program.
3. Submit to TEA an annual report evaluating the program. The report must include a complete list of students who participated in the program for at least one day.
4. Maintain documentation of its compliance with the requirements of the optional extended-year provisions.

Attachments

- Table Created by Kelly Waters that provides the detail for each program
- Document from Carolyn Gordon that specifies the funding source for each program

Contact Person(s)

Kelly Waters, Assistant Superintendent of Curriculum and Instruction
Carolyn Gordon, Executive Director of Special Programs and Compliance

Action Required

No Action Required. This item is for information only.

Superintendent's Recommendation

Information only.
Mark Pool, Superintendent of Schools

2014 Summer Programs

Program	Dates Time	Location	Students Served	Projected Enrollment	Staffing	Food Service	Trans	Budget	Funding Source
Retention Reduction Provides opportunity for students in danger of being retained due to failing grades or poor attendance to regain credit. (Emphasis on ELA and math) (Teacher Prep)	June 10 – 25 M-TH 8:30-12:30 June 9	ECMS	2-8	TBD Based on the number of student who do not pass the second administration of STAAR	Teachers determined by enrollment	Breakfast 8:00-8:30 Lunch 12:30-1:00	Yes	\$8,920 6 teachers 2 aides/clerical	State Compensatory Education Funds
Student Success Initiative Provides accelerated instruction for student who were not successful on the second administration of the STAAR (SSI Teacher Prep)	June 10 – 25 M-TH 8:30-12:30 June 9	ECMS	5&8	TBD Based on the number of student who do not pass the second administration of STAAR	Teachers and instructional aides determined by enrollment	Breakfast 8:00-8:30 Lunch 12:30-1:00	Yes	\$5,860 8 teachers 1 admin 1 clerical	Student Success Initiative Funds
High School TAKS/EOC Preparation Provides remediation for students who have not been successful on Exit Level TAKS or EOC exams and need to retake the test during the summer.	Two weeks prior to the test M-TH 5:30-8:30	High School	9-12	TBD Based on number of students who have not passed Exit Level TAKS or EOC exams	Teachers determined by enrollment	No	No	\$4,320 4 teachers	State Compensatory Education Funds
Kindergarten Jump Start Students entering Kindergarten for the first time with no formal pre-school experience.	July 21- Aug 7 M-TH 8:00-11:30	Myatt	Kinder	TBD Following Kindergarten Roundup	Teachers and instructional aides determined by enrollment	Breakfast 7:30-8:00 Lunch 11:30-12:00	Yes	\$7,650 3 teachers 3 aides	State Compensatory Education Funds
Bilingual/ESL Instruction in language, reading, and writing for identified students.	July 7- Aug 7 M-TH 8:00-3:00	Myatt	Bilingual PreK-K	Bilingual 15 PreK & 19 K ESL 15 PreK & 25 K	Teachers and instructional aides determined by enrollment	Breakfast 7:30-8:00 Lunch 11:30-12:00	Yes	\$31,315 5 teachers (Bil/ESL) 4 Aides 1 Clerical 1 Admin	Bilingual/ESL Funds
Migrant Instruction in language, reading, and writing for identified students.	June 11- July 10 8:00-12:00	Myatt	Migrant PreK-8	TBD	Teachers and instructional aide	Breakfast 7:30-8:00 Lunch 11:30-12:00	Yes	\$1,000 1 Para (Migrant)	State Compensatory Funds

Bil/Migrant Newcomers Instruction in language, reading and writing for identified students.	July 7 – July 31 8:00- 12:00	Myatt	9-12	TBD	Instructional aide	Breakfast 7:30-8:00 Lunch 11:30-12:00	Yes	\$800 1 Aide	Bilingual & State Compensatory Education Funds
Transition Classes Provides kindergarten and first grade students who would be normally be retained the opportunity to accelerate their instruction and close the achievement gap with peers.	July 14- Aug 7 M-TH 8:00- 11:30	Myatt	1-2	TBD Based on number of students who do not pass kindergarten or first grade	1 teacher and 1 instructional aide for each grade level	Breakfast 7:30-8:00 Lunch 11:30-12:00	Yes	\$11,475 3 teachers 3 aides	State Compensatory Education Funds
Fast Forward Fast Forward lab is open to students on a tuition basis.	June 11- July 10 8-10:00 10-12:00 1-3:00	Hutchins	1-8	TBD Based on student request	Fast Forward Personnel is already under contract	No	No	None	Tuition ECISD student \$85
Family Literacy	June 11- July 10 Thurs. only 6-8:00	Hutchins	PreK-12 Students and their parents		Personnel is already under contract	No	No	\$2,280 6 teachers 6 aides	State Compensation Funds
High School Acceleration Provides students opportunity to accelerate their four-year plan by taking Government or Economics on-line via Odyssey.	Jun 16- July 10 M-TH 8-1:00	ECHS	11-12	TBD Based on student request	Personnel to monitor computer lab	No	No	\$4,500 2 teachers	Tuition and/or State Compensatory Education Funds ECISD Student \$85 Non-ECISD Student \$200
Special Education Social Skills Program	Jun 16-19 June 23- 26 High School 9-2:00 Grds 4-8 1-4:00	ECHS 4 sections	Grades 4-12	Elementary- Secondary-	Jackie Condra Kim Mickelson	No	Yes		Special Education Funds
Special Education Extended Year Services Extended-Year-Services for Special Education students as determined by ARD	Jun 16-19 23-26 July 14-17 21-24 Aug 4-7 9-12:00	Myatt EC-7 Northside 8-12	EC-12	PPCD- Life Skills- Academics- Speech-	Teachers and instructional aides determined by enrollment	Yes	ARD Decision		Special Education Funds

ECISD SUMMER SCHOOL FUNDING - 2014

Bil/ESL Program Grades PreK-K

5 teachers - 6.75 hours per day x 20 days	\$20,250
5 instructional/clerical aides - 6.5 hours per day x 20 days	\$8,125
1 administrator - 7 hours per day x 12 days	\$2,940
	<hr/>
	\$31,315

Funding: Bilingual/ESL

Migrant Program

1 teacher aide - 4 hours per day x 20 days	<hr/>
	\$1,000

Funding: State Compensatory

Early Start (entering Kindergarten students)

3 teachers - 5 hours per day x 12 days	\$5,400
3 instructional aides - 5 hours per day x 12 days	\$2,250
	<hr/>
	\$7,650

Funding: State Compensatory

Transition (Kindergarten and 1st grade)

3 teachers - 5 hours per day x 16 days	\$8,100
3 instructional aides - 5 hours per day x 16 days	\$3,375
	<hr/>
	\$11,475

Funding: State Compensatory

Retention/Reduction - Grades 2-8

6 teachers - 4 hours per day x 11 days	\$7,920
2 aides/clerical - 4 hours per day x 11 days	\$1,000
	<hr/>
	\$8,920

Funding: State Compensatory

SSI - Grades 5 and 8

8 teachers - 4 hours per day x 11 days	\$3,960
1 administrator - 4 hours per day x 10 days	\$1,400
1 clerical - 4 hours per day x 10 days	\$500
	<hr/>
	\$5,860

Funding: Student Success Initiative Funds

Family Literacy

6 teachers - 2 hours per evening x 4 evenings	\$1,560
6 instructional aides - 2 hours x 4 evenings	\$720
	<hr/>
	\$2,280

Funding: State Compensatory

High School Programs Grades 9-12

Summer School

2 teachers - 1st Semester-5 hours per day x 15 days	\$4,500
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ECHS TAKS & EOC Remediation

4 teachers- 3 hours per day x 12 days	\$4,320
	<hr/>
Funding: Student tuition and State Compensatory	\$8,820

Newcomer Program (Bil/Migrant)

1 teacher aide - 4 hours per day x 16 days	\$800
	<hr/>
Funding: Bilingual/ESL and State Compensatory	

Transportation

Estimated total for all programs	\$4,000
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Estimated total of all programs	\$80,560
	<hr/> <hr/>

Agenda Item Summary Sheet (5 E)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Action Item

Business and Operations

Authorization to Purchase Two Buses for Transportation of Students with Disabilities

Summary

With our numbers of students with disabilities increasing and our special education bus fleet aging, Brett Schoppe had planned to request three new air conditioned special education buses that are wheel chair accessible in his 2014-2015 budget requests. The budget planning estimate he was given for the same bus that the district paid \$87,000 for three years ago was \$99,500; or approximately \$300,000 for three buses.

I requested that he consider retrofitting one of the buses we are using now. However, the only bus available is eleven years old and has approximately 200,000 miles. It would cost approximately \$20,000 to air condition the bus and add the integrated bus seats. (That bus is currently used on our route for special education students with behavior issues.) In our opinion this is probably not cost effective.

I then requested that Brett get a quote from American Bus Sales on refurbished buses that meet the specifications he needs for our special education buses. They quoted us \$155,700 for the three units they have available that meet our specifications.

ECISD Board Policy

None.

Effective Date

April 22, 2014

Previous Board Action

The Board has previously purchased refurbished buses from American Bus Sales.

Future Action Expected

If not now, at some point in the near future we will have to address this need.

Background Information and Significant Issues

The following is a list special education buses we currently have in our fleet:

Bus No.	Year Model	Description	Approximate Mileage
50	2003	Back-Up Wheel Chair	175,000
51	2011	A/C with Integrated Seats for Small Children (Elementary)	40,000
52	2003	No A/C Used for Behavior Students	200,000
53	2005	Wheel Chair Accessible	175,000
54	2004	A/C for Secondary Students	175,000

Fiscal Impact	\$155,700 for three units.
Student and Public Benefit	Refurbished buses cost approximately 50% of what the new buses would cost.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	Quote from American Bus Sales.
Contact Person(s)	Mark Pool, Superintendent of School David Bright, Assistant Superintendent of Finance and Operations Dan Hammock, Special Education Director Brett Schoppe, Transportation Director
Action Required	Motion, second and majority vote to authorize the administration to commit to the purchase of ____ refurbished buses from American Bus Sales.
Superintendent's Recommendation	I recommend the Board authorize the administration to commit to the purchase of ____ refurbished buses from American Bus Sales. Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (5 A)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Information Item

Business and Operations	Review Sale of Unlimited Tax Refunding Bonds, Series 2014
Summary	<p>At the regular meeting on February 25, 2014, the Board authorized Mark Pool and David Bright as the pricing officers for the sale of Unlimited Tax Refunding Bonds, Series 2014. The Board also approved parameters within which the sale of these bonds can be authorized.</p> <p>These bonds will be priced on Tuesday, April 22nd, at 11:00 a.m. CST, and if there are bids that meet the parameters that have been established by the Board we will authorize the sale of the bonds.</p> <p>The refunding bonds are being considered as a means to reduce a portion of the overall debt service on the Unlimited Tax School Building Bonds, Series 2006 (new middle school).</p> <p>A full report will be given at the meeting.</p>
ECISD Board Policy	CCA (LEGAL), LOCAL REVENUE SOURCES: BOND ISSUES
Effective Date	April 22, 2014
Previous Board Action	<p>The Board did a similar parameter refunding bond sale last fall with Unlimited Tax Refunding Bonds, Series 2013.</p> <p>The Board authorized this parameter refunding bond sale, Unlimited Tax Refunding Bonds, Series 2014, at the regular meeting on February 25, 2014.</p>
Future Action Expected	None.
Background Information and Significant Issues	<p>In order to get the pending \$2 million New Money Maintenance Tax Notes as Bank Qualified, the size of this refunding issue had to be reduced by about \$2 million to keep the total amount under the \$10 million annual threshold. The original amount for the refunding bonds was \$9,189,995.50. The final amount is \$7,334,994.90.</p> <p>Bond counsel did advise that the \$700,000 Refunding Maintenance Tax Notes would remain Bank Qualified without further reducing the total amount because: (1) they are currently callable; (2) they were originally Bank Qualified; and (3) the</p>

structure did not extend the average life of the refunding bonds. We received an A+ rating from Standard & Poor's for these refunding bonds. On March 10th, we were notified by the Texas Education Agency that the refunding bonds were approved to be guaranteed by the Permanent School Fund, which gave us an enhanced rating of AAA.

Fiscal Impact	Unknown until final sale. Information will be available at the meeting.
Student and Public Benefit	Paying off the debt improves the District's financial position.
Procedural and Reporting Implications	<p>If the sale of the bonds is authorized, the following tasks must be completed:</p> <ul style="list-style-type: none"> • April 22nd – Superintendent and/or Assistant Superintendent of Finance will authorize the execution of the Final Pricing Certificate on the Bonds, subject to meeting the approved parameters. • April 25th – Bond Counsel will compile a transcript of proceedings and submit it to the Texas Attorney General. • April 29th – Financial Advisor will print and distribute final offering documents. • May 13th – Financial Advisor will prepare and distribute the closing memorandum. • May 20th – Deliver bonds.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>David Bright, Assistant Superintendent of Finance and Operations</p>
Action Required	No action required. Authorization was previously given.
Superintendent's	This is an information report only.

Recommendation

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (5 B)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Information Item

Business and Operations Review Timeline for Track Patch and Repair, Track Retop, and Reconditioning of Tennis Courts

Summary A Request for Competitive Sealed Proposals will be released on Wednesday, April 23, 2014 for these projects. The repair to the track and retopping the track and D-rings will be considered one project; and the reconditioning of the tennis courts as a second project. I have asked Malcolm Gaus to set the proposals up with alternates to see if there might be a significant discount if one company did all three projects since companies that retop tracks typically recondition tennis courts also.

Proposals will be received on Thursday, May 15th, and a recommendation will be made to the Board at the regular meeting on Tuesday, May 20th for the offeror that provides the best value to the district.

Work will be scheduled to be completed this summer; after graduation and before football season.

ECISD Board Policy CVB (LOCAL) – FACILITIES CONSTRUCTION, COMPETITIVE SEALED PROPOSALS

Effective Date April 22, 2014

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.

The Board was presented with a timeline for this project on December 17, 2013, and again on February 25, 2014. (These timelines have been revised because of other pending projects with RWS Architects.)

Future Action Expected A recommendation on the Offeror who provides the best value for the district will be made on May 20, 2014.

Background Information and Significant Issues None.

Fiscal Impact **Quotes from Hellas Construction** (September 5, 2013)

- Running Track Repair and Patch (Revised)\$40,220.00

- Running Track Retop.....\$85,868.00
- Recondition Tennis Courts\$23,200.00
- Preferred Customer Discount\$(9,160.00)
- Total.....\$140,128.00**

Student and Public Benefit

Improving and maintaining of facilities.

Procedural and Reporting Implications

After competitive sealed proposals are received on May 15, 2014, the offerors will be ranked using the weighted criteria previously approved by the Board for evaluating competitive sealed proposals.

After a recommendation is made to the Board on May 20, 2014, contract negotiations will begin with the top ranked offerors and proceed until an agreement is reached with one of the companies.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

None.

Attachments

None.

Contact Person(s)

Mark Pool, Superintendent of Schools
David Bright, Assistant Superintendent of Finance and Operations

Action Required

No action required.

Superintendent's Recommendation

This is an information report only.
Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (5 C)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Information Item

Business and Operations Review Proposed Improvements to High School Parking Lot with West Norris St. Improvements

Summary As communicated earlier, the City of El Campo will be doing a major construction project on West Norris Street that begins immediately after school is out. Part of that project involves a probable four-way stop sign at Avenue I and West Norris, which would necessitate a new entrance to our parking lot.

I have asked Malcolm Gaus to prepare a preliminary plan that I will share with the Board at the meeting that would create the new entrance and reroute traffic through the parking lot. It is my hope that the new plan will provide a safer traffic patter than what currently exists.

The project may also include adding lighting and security cameras in the parking lot, and sealing coating.

ECISD Board Policy CV (LOCAL) – FACILITIES CONSTRUCTION

Effective Date April 22, 2014

Previous Board Action The Board has had previous conversations about the West Norris St. project, and a board committee consisting of Ralph Novosad and Cecil Davis has participated in planning meetings with the City as the planning for the project has progressed.

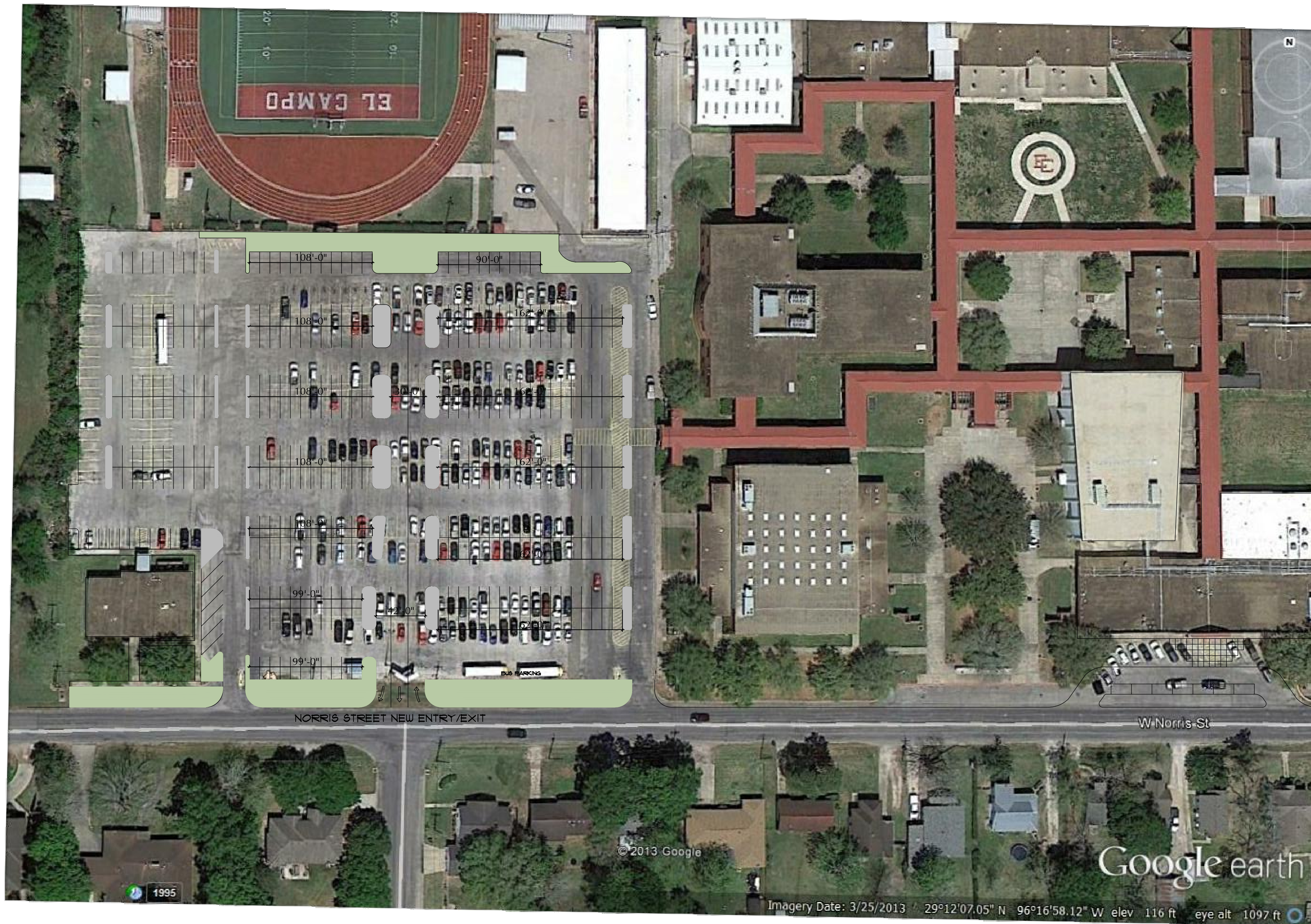
Future Action Expected The Board may approve final construction plans and select a contractor(s) for work on the high school parking lot and the area in front of the Guidance Office.

Background Information and Significant Issues None.

Fiscal Impact Unknown.

Student and Public Benefit Changes to the parking lot entrances and exits, and changes in front of the Guidance Office should make the area safer for both vehicular and pedestrian traffic; as will the lighting and video surveillance cameras.

Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	The City of El Campo has really been great about including district representatives in their planning for this project. The District will be represented at a consultation with city engineers on Thursday, April 24 th , to discuss details of construction sequencing and traffic control routing. The District will also be represented at a pre-bid meeting on Monday, April 28 th .
Attachments	<ul style="list-style-type: none"> Proposed High School Parking Lot Site Plan.
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>David Bright, Assistant Superintendent of Finance and Operations</p>
Action Required	No action required.
Superintendent's Recommendation	<p>This is an information report only.</p> <p>Mark Pool, Superintendent of Schools</p>



RWS
ARCHITECTS

HIGH SCHOOL PARKING LOT RENOVATION - EL CAMPO ISD
PROPOSED SITE PLAN



1" = 20' 04/16/2014

TBAE NOTICE - SUBCHAPTER F
REGULATIONS TO SELECT A LICENSED PROFESSIONAL ARCHITECTURE
FIRM TO PREPARE ARCHITECTURAL DRAWINGS FOR THE PROJECT AND
OBTAIN PERMITS FOR THE PROJECT FROM THE LOCAL GOVERNMENT.
NO CONTRACTOR SHALL BE USED FOR THE PROJECT WITHOUT THE
APPROVAL OF THE ARCHITECT.
RWS ARCHITECTS INCORPORATED

Business and Operations

Review General Fund Fund Balance and Discuss Potential Capital Improvement Projects

Summary

The following spreadsheet reflects where we stand at this time with regards to use of surplus General Fund fund balance for capital improvement projects.

Project	Cost or Estimate	18% Surplus
Audited Fund Balance - August 31, 2013		\$8,490,723
Designated Funds for Turf - 8/31/13	\$250,000	\$8,240,723
General Operating Expenses - FY13-14	\$27,161,780	\$4,889,120
Principal and Interest for MTN		\$232,625
Surplus Fund Balance for Capital Projects		\$3,118,978
Designated Funds for Turf Replacement	\$50,000	\$3,068,978
Security Cameras - Myatt Elementary	\$18,206	\$3,050,772
Security Cameras - Hutchins Elementary	\$15,177	\$3,035,595
Security Cameras - Northside Elementary	\$19,873	\$3,015,722
Security Cameras - Middle School	\$11,872	\$3,003,850
Enhanced Wireless Connectivity	\$151,000	\$2,852,850
Ricebird Stadium Public Address System	\$82,714	\$2,770,136
High School Baseball and Softball Complex	\$2,386,707	\$383,429
Approved Change Orders to Complex	\$696	\$382,733
Pending Change Orders to Complex	(\$24,489)	\$407,222
FFA Project Center - Property	\$38,500	\$368,722
Myatt Elementary Security Entrance	\$151,700	\$217,022
Northside Elementary Security Entrance	\$173,200	\$43,822
Northside Elementary Canopy System	\$86,300	(\$42,478)
Combining Myatt and Northside Projects	(\$21,200)	(\$21,278)
Add Myatt Acoustical Panels Alternate	\$1,350	(\$22,628)
Deduct Myatt Completion Schedule	(\$7,500)	(\$15,128)
Deduct Northside Completion Schedule	(\$6,500)	(\$8,628)

The spreadsheet includes all of the projects that have been completed, in progress, or formally bid.

With a proposed surplus fund balance above 18% of our current general operating expenses we have a surplus balance of \$223,997.

ECISD Board Policy None.

Effective Date April 22, 2014

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 At some point a decision has to be made as to what additional projects we will fund from surplus fund balance, what projects will be future budget items, and what projects will require new money.

Background Information and Significant Issues The following is a list of additional projects that have been discussed with the associated estimated cost:

Project	Estimated Cost	Remaining Fund Balance
		(\$8,628)
High School Library Furniture	\$36,721	(\$45,349)
High School Security Cameras	\$99,496	(\$144,845)
Ricebird Stadium Track Repair	\$40,220	(\$185,065)
Ricebird Stadium Re-Top Track	\$85,868	(\$270,933)
Recondition Tennis Courts	\$23,500	(\$294,433)
Three Special Ed Buses	\$155,700	(\$450,133)
High School Parking Lot Project		(\$450,133)

Fiscal Impact None.

Student and Public Benefit Surplus fund balance is used effectively for one-time expenditures to upgrade facilities.

Procedural and Reporting Implications None.

Public Comments None.

Alternatives None.

Other Comments and Related Issues

Jeff Balcar has indicated that he will complete the following projects this summer out of the General Maintenance Budget:

- Ricebird Stadium Structural Steel (Prep and Paint) \$43,740
- High School Library Replacement Flooring \$22,235
- High School Library Asbestos Removal \$12,000
- High School Library Paint \$4,000

Additional projects that have been discussed that can be funded with Maintenance Tax Notes (\$2 million) and General Obligation Bonds that must be voter approved.

- Additional Elementary Classrooms..... Unknown
- High School Auditorium Renovations \$2,125,071
- New Field House and Public Restrooms \$2,123,955
- FFA Project Center \$562,500

Attachments

None.

Contact Person(s)

Mark Pool, Superintendent of School

Action Required

No action required.

Superintendent's Recommendation

Information only.

Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (7 A)
Meeting Date: April 22, 2014
Submitted by: Mark Pool, Superintendent

Action Item

Governance	Consider Approval of Interlocal Agreement with Wharton Independent School District for Transportation of Students with Disabilities
Summary	<p>We have a special education student that we are transporting daily to Avondale Day School in Houston. Wharton ISD also has a student that they are transporting to the same location. To be more efficient we would like to enter into an Interlocal Agreement with Wharton Independent School District so that both students can be transported together.</p> <p>Our attorneys have worked with both districts to prepare an Interlocal Agreement. However, our attorneys received an email this morning from the Wharton ISD Superintendent indicating that he would like to discuss some of the terms of the agreement. Unfortunately, he is not available to discuss it until Friday, April 25th.</p> <p>Our attorneys are still recommending that the Board review the agreement and approve it based on recommendation of counsel.</p>
ECISD Board Policy	GKD (LOCAL), COMMUNITY RELATIONS, NONSCHOOL USES OF FACILITIES
Effective Date	April 22, 2014
Previous Board Action	None .
Future Action Expected	None.
Background Information and Significant Issues	None.
Fiscal Impact	Wharton ISD is to provide the bus driver and El Campo ISD is to provide the bus monitor (substitute driver) and both districts will share the fuel and maintenance cost of the bus equally.
Student and Public Benefit	Saves cost by sharing expenses with Wharton ISD.

Procedural and Reporting Implications	Copy of Interlocal Agreement will be filed after execution by both parties.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • Copy of Interlocal Agreement as prepared and recommended by counsel.
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>Dan Hammock, Director of Special Education</p>
Action Required	<p>Motion, second and majority vote to approve an Interlocal agreement with Wharton ISD to provide transportation services for a public school student as recommended by the School District's attorney, and direct the School Administration and School District's attorney to finalize the terms of the written agreement.</p>
Superintendent's Recommendation	<p>I recommend the Board approve an Interlocal agreement with Wharton ISD to provide transportation services for a public school student as recommended by the School District's attorney, and direct the School Administration and School District's attorney to finalize the terms of the written agreement.</p> <p>Mark Pool, Superintendent of Schools</p>

**INTERLOCAL AGREEMENT TO PROVIDE STUDENT TRANSPORTATION
SERVICES BETWEEN WHARTON INDEPENDENT SCHOOL DISTRICT AND EL
CAMPO INDEPENDENT SCHOOL DISTRICT**

WHEREAS, WHARTON INDEPENDENT SCHOOL DISTRICT ("WISD") and EL CAMPO INDEPENDENT SCHOOL DISTRICT ("ECISD") are political subdivisions of the State of Texas; and

WHEREAS, WISD has agreed to provide transportation services for a student of ECISD; and

WHEREAS, the student referenced is enrolled in ECISD ("Student") and is a student eligible to receive transportation as a related service under the Individuals with Disabilities Education Act ("IDEA"); and

WHEREAS, the Student's Admission, Review and Dismissal ("ARD") Committee has determined that the Student requires transportation to and from Avondale House, 3737 Omeara Drive, Houston, Texas 77025 for the duration of the 2014-2015 school year;

NOW THEREFORE, WISD and ECISD enter into this Interlocal Agreement to Provide Student Transportation Services (the "Agreement") pursuant to the authority of the Texas Government Code, Chapter 791, the Interlocal Cooperation Act, as amended, for provision of student transportation services by WISD for ECISD for the mutual consideration as stated herein:

1. TERM.

This Agreement is effective April 28, 2014 for a one (1) year period through April 27, 2015, the "Initial Term," unless written notice of earlier termination is given by either party to the other in accordance with the terms of this Agreement. Prior to the expiration of the Initial Term, either party may notify the other in writing of its desire to renegotiate its terms or terminate the Agreement. Thereafter, this Agreement shall renew annually unless the terms are renegotiated, the Agreement is terminated, or the Student is no longer enrolled in ECISD.

2. RELATIONSHIP OF THE PARTIES.

Each party is acting independently; neither is an agent, servant, or employee of the other; and the parties are not engaged in a joint enterprise. WISD represents that it has, or will secure at its own expense, all personnel required to perform the Services under this Agreement, subject to the provisions in Section 3 regarding scope of work and responsibilities of parties. No officer and/or member of the governing body of the ECISD and/or WISD shall participate in any decision

relating to this Agreement which affects their personal interest or have any pecuniary interest in this Agreement or process thereof.

3. SCOPE OF WORK/RESPONSIBILITIES OF THE PARTIES.

A. RESPONSIBILITIES OF WISD.

1) ROUTES.

- a) WISD shall transport the Student from locations, or stops, proposed by ECISD and agreed to by WISD to Avondale House, 3737 Omeara Drive, Houston, Texas 77025, the path of such transportation being herein referred to as the "Route(s)."
- b) Pick-up and drop-off stops shall be determined by ECISD and provided to WISD no later than 10 calendar days from execution of this Agreement.
- c) Changes in routes requested by ECISD after the start of services will be implemented within five (5) days of receipt of all necessary information from the ECISD.

2) VEHICLE.

- a) WISD shall provide the necessary vehicle(s) to provide the transportation services under this Agreement, in accordance with the rules and guidelines set forth by the Texas Education Agency ("TEA"). The availability of transportation is dependent upon funding, and the authorization of ECISD to continue to reimburse the transportation expenses as provided for in this Agreement.

3) PERSONNEL.

- a) WISD shall assume sole responsibility for employing, assigning, managing, dismissing, and disciplining drivers, monitors and all other transportation employees of the WISD. WISD assures that it has obtained the necessary criminal record background checks on its employees, as well as Department of Transportation drug and alcohol testing as required by law. WISD acknowledges that it is only responsible for its own employees.

4) STUDENT.

- a) WISD shall maintain the privacy and confidentiality of Student and protect against disclosure of confidential information and records, including but not limited to information and records protected by the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”) which mandates the protection and privacy of health information, and the Family Educational Rights and Privacy Act (“FERPA”) which protects student records and information. WISD acknowledges and agrees not to disclose any confidential information, other than as specified herein, or otherwise permitted by law, related in any way to the Student for whom services are provided.
- b) Discipline for student conduct shall be handled in accordance with ECISD's Student Code of Conduct. WISD shall immediately report conduct that interferes with the safe operation of a school vehicle or a violation of the Code of Conduct to the appropriate ECISD administrative staff, and the ECISD shall provide WISD with written acknowledgement of the Incident Report and any disciplinary action administered.

5) MEETINGS AND NOTIFICATIONS.

- a) WISD shall promptly investigate any complaint or allegation pertaining to the services described in this Agreement and made by any source while in the performance of this Agreement, and take appropriate action, if any, resulting from such an investigation. WISD shall promptly notify the ECISD of the results of any investigation and any action taken in connection with a serious incident after the conclusion of the investigation or the decision regarding any action to be taken. Upon reasonable notice to WISD, authorized ECISD staff shall be entitled to receive a copy of any video from WISD related to an incident or conduct involving an ECISD Student. The ECISD shall acknowledge in writing receipt of any copy received from WISD. Video originals shall be maintained by WISD in accordance with applicable record retention requirements. WISD shall refrain from sharing any video information with parents, students, or the public other than authorized school officials and law enforcement or as otherwise permitted by law. WISD shall serve as the primary media relations contact on all issues related to transportation, but the ECISD shall have the right to issue its own press releases or official communications on any transportation matter involving ECISD' Student. The ECISD shall immediately refer all media requests for information/comments related to transportation operations to WISD.
- b) WISD shall promptly notify the ECISD in the event of a motor vehicle accident or other serious transportation incident.

6) INVOICES AND REIMBURSEMENT.

- a) WISD shall invoice the ECISD each month, for the duration of the Term of the Agreement as specified in Section 1 and to continue while the Agreement is in effect, for the reasonable operating expenses necessary to fulfill the services in this Agreement.
- b) The invoice shall include the total reasonable operating expenses related to the mileage/fuel reimbursement and related costs necessary to perform the services in this Agreement. Reimbursement to WISD shall be calculated at an equal share between WISD and ECISD of the total reasonable operating expenses. Therefore, ECISD shall reimburse half of the total reasonable operating expenses to WISD upon receipt of the invoice.
- c) Reasonable operating expenses does not include personnel costs as the ECISD and WISH are each individually responsible for costs related to employment of personnel.

B. RESPONSIBILITIES OF THE ECISD.

1) PERSONNEL.

- a) ECISD shall assume sole responsibility for employing, assigning, managing, dismissing, and disciplining drivers, monitors and all other transportation employees of the ECISD. ECISD assures that it has obtained the necessary criminal record background checks on its employees, as well as Department of Transportation drug and alcohol testing as required by law.

2) INFORMATION, PAYMENTS, NOTICE AND COMPLAINTS.

- a) ECISD shall provide WISD with all information necessary for developing routes, including but not limited to the Student's name, address, ID numbers, parent contact information, and locations for pick-up and drop-off. ECISD shall also provide WISD with information related to any special education services of the Student, including but not limited to the Student's Individual Education Plan ("IEP") and documentation related to transportation of the Student.
- b) ECISD shall pay WISD all undisputed amounts as provided in this Agreement within thirty (30) days of the receipt of any invoice. Should ECISD dispute an

invoice, ECISD shall notify WISD in writing of any disputed amount within fifteen (15) days of ECISD's receipt of that invoice.

- c) ECISD shall immediately refer any complaint or allegation, from any source, regarding a transportation employee or transportation service, directly to the WISD in writing and to the individual(s) responsible for receiving notice as indicated below.
- d) Upon notification by WISD of a motor vehicle accident or other transportation incident involving the Student, the ECISD shall be responsible for notifying the parent or legal guardian of the Student.
- e) The ECISD shall refer all requests from the media or public for information/comments related to transportation to WISD in writing and to the individual(s) responsible for receiving notice as indicated below.

4. TERMINATION.

Either party may terminate this Agreement and any renewal thereof, with or without cause, by sending sixty (60) days prior written notice to the other party. WISD shall have the right to terminate this Agreement for cause should ECISD fail to make payment of any undisputed amount required under this Agreement, if WISD has sent written notice of any such failure to make payment to ECISD and given ECISD thirty (30) days from the date the ECISD receives such notice to cure the failure to make payment of any undisputed amount.

5. NOTICE.

Any notice to be given under this Agreement shall be deemed to have been given if reduced to writing and delivered in person or mailed by overnight or certified mail, postage pre-paid, to the party who is to receive such notice, demand or request at the addresses set forth below. Such notice, demand, or request shall be deemed to have been given when received.

WHARTON INDEPENDENT SCHOOL DISTRICT
Mr. King Davis, Superintendent
2100 N. Fulton Street
Wharton, Texas 77488

EL CAMPO INDEPENDENT SCHOOL DISTRICT
Mr. Robert Mark Pool, Superintendent
700 West Norris

6. LIABILITY.

The Parties are political subdivisions of the State of Texas and are subject to, and shall comply with, the applicable provisions of the Texas Tort Claims Act, as set out in the Texas Civil Practice and Remedies Code, Section 101.001 et. seq. and the remedies authorized therein regarding claims or causes of action that may be asserted by third parties for accident, injury or death.

7. CHOICE OF LAW AND VENUE.

In providing services by this Agreement, WISD must observe and comply with all applicable federal, state and local statutes, ordinances, rules, and regulations. WISD must also observe and comply with all licenses, legal certifications, or inspections required for the services, facilities, equipment, or materials necessary to provide services under this Agreement. This Agreement shall be governed by Texas law and venue shall lie in Wharton County, Texas.

8. AMENDMENTS AND CHANGES IN THE LAW.

No modification, amendment, renewal or other alteration of this Agreement shall be effective unless mutually agreed upon in writing, duly authorized and executed by the parties hereto. Any alteration, addition or deletion to the terms of this Agreement that are required by changes in federal or state law are automatically incorporated herein without written amendment to this Agreement and shall be effective on the date designated by said law.

9. SEVERABILITY.

If any provision of this Agreement is construed to be illegal or invalid, this will not affect the legality or validity of any of the other provisions herein. The illegal or invalid provision will be deemed stricken and deleted, but all other provisions shall continue and be given effect as if the illegal or invalid provisions had never been incorporated.

10. ENTIRE AGREEMENT.

This Agreement constitutes the entire Agreement between the parties hereto and supersedes any other prior or contemporaneous Agreement concerning the subject matter of this transaction, whether oral or written.

11. BINDING EFFECT.

This Agreement and the respective rights and obligations of the parties hereto shall inure to the benefit and be binding upon the successors and assigns of the parties hereto, as well as the parties themselves.

12. ASSIGNMENT.

WISD will not transfer or assign its interest in this Agreement without the prior written consent of ECISD.

13. COUNTERPARTS, NUMBER/GENDER AND HEADINGS.

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. Words of any gender used in this Agreement shall be held and construed to include any other gender, any words in the singular shall include the plural and vice versa, unless the context clearly requires otherwise. Headings herein are for the convenience of reference only and shall not be considered in any interpretation of this Agreement.

14. GOVERNMENTAL IMMUNITY.

This Agreement is expressly made subject to WISD's and the ECISD's governmental immunity, including but not limited to the Texas Civil Practice and Remedies Code and all applicable state and federal law. The parties expressly agree that no provision of this Agreement is in any way intended to constitute a waiver of any immunities from suit or from liability that the parties has by operation of law. Nothing herein is intended to benefit any third-party beneficiaries to this Agreement.

15. DUTY TO REPORT ABUSE OR NEGLECT.

WISD and ECISD's employees, agents and consultants agree to comply with all provisions and requisites of the Board Policy FFG (LEGAL) which requires that any person who has cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect by any person shall immediately make a report as required by law, specifically Texas Family Code §261.101(a).

16. CONFIDENTIALITY AND RECORDS.

Both parties shall safeguard and adhere to all confidentiality, privacy, and security requirements according to the applicable federal, state, and local rules and regulations for the privacy and security of all information accessed in connection with this Agreement. All records created

under this Agreement shall belong to WISD or ECISD, as the case may be. Each party acknowledges that the parties have a legal obligation to maintain the confidentiality and privacy of student records in accordance with applicable law and regulations, specifically the Family Educational Rights and Privacy Act (“FERPA”). The parties are receiving student information in compliance with the requirements and exceptions outlined in FERPA. Each party acknowledges that it must comply with said law and regulations and safeguard student information.

17. PROMPT PAYMENT ACT.

WISD agrees that a temporary delay in making payments due to ECISD accounting disbursement procedures shall not place the ECISD in default of this Agreement and shall not render ECISD liable for interest or penalties, provided such delay shall not exceed thirty (30) days after receipt of the invoice. Any payment not made within thirty (30) days after receipt of the invoice shall be subject to the applicable provisions found in Chapter 2251, Texas Government Code, as amended.

18. FORCE MAJEURE.

Neither ECISD nor WISD shall be deemed in violation of this Agreement if either is prevented from performing any of the obligations hereunder by reason of, for or through strikes, stoppage of labor, riot, fire, flood, storm, invasion, insurrection, accident, order of court, judge or civil authority, government regulation, an act of God, or any cause reasonably beyond the party's control and not attributable to its neglect. In the event of such an occurrence the time for performance of such obligations or duty shall be suspended until such time that such disability to perform, for which the party is not responsible or which arises from a circumstance beyond its control, shall be removed. The party claiming the suspension shall give notice of such impediment or delay in performance to the other party within ten (10) days of the knowledge of such occurrence. Each party shall make all reasonable efforts to mitigate the effects of any suspension.

19. NON-APPROPRIATION.

The Parties hereto acknowledge that WISD and ECISD are governmental entities subject to certain budgetary constraints and agree that, in the event funding for the provision of services of performance hereunder by either WISD or ECISD is not appropriated or provided for in the budget for its next fiscal year, WISD and ECISD may immediately terminate this Agreement without penalty and its duties hereunder shall cease to exist.

20. SIGNATORY WARRANTY.

The persons signing and executing this Agreement on behalf of WISD and the ECISD, or representing themselves as signing and executing this Agreement on behalf of WISD and ECISD, do hereby warrant and guarantee that they have been duly authorized by the party on behalf of which they sign to execute this Agreement on behalf of such party and to validly and legally bind such party to all terms, performances and provisions herein set forth.

IN WITNESS WHEREOF, the undersigned parties have entered into this Interlocal Agreement to Provide Student Transportation Services Between WHARTON INDEPENDENT SCHOOL DISTRICT and EL CAMPO INDEPENDENT SCHOOL DISTRICT effective as of April 28, 2015.

WHARTON INDEPENDENT
SCHOOL DISTRICT

EL CAMPO INDEPENDENT SCHOOL
DISTRICT

By:

By:

[NAME]

President of Board of Trustees

[NAME]

President of Board of Trustees

ATTEST:

ATTEST:

By:

[NAME]

Secretary, Board of Trustees

[NAME]

Secretary, Board of Trustees