

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 June 17, 2014, beginning at 7:00 PM in the Boardroom, 700 W. Norris, El Campo, TX 77437.

The subjects to be discussed are as listed below.

1. Consent Agenda
 - A. Curriculum and Instruction
2. Governance
3. Personnel
 - A. Review of Personnel Changes for 2014-2015
4. Call to Order/Opening Prayer/Pledge of Allegiance
5. Adjournment
6. Public Comment
7. Recognition
 - A. El Campo High School One-Act Play State Qualifiers 4
8. El Campo High School UIL Academic Contests State Qualifiers
9. El Campo High School Swim Team State Qualifiers
10. Teacher Recognition
11. Governance
 - A. Consider Approval of the Minutes 6
 1. May 20, 2014 - Regular Meeting 8
12. Annual Review and/or Revision of Board Operating Procedures 13
13. Business and Support Services
 - A. Consider Approval of Workers Compensation Renewal 23
14. Monthly Report on High School Baseball and Softball Fields Complex 31
Construction Progress Meetings
15. Monthly Report on Myatt and Northside Elementary Security Entrances and Northside Canopy Project 57
16. Consider Approval of Budget Amendments 68
17. Review Application and Certification for Payment No. 9 72
18. Consider Approval of Property and Casualty Risk Management Proposal 79
19. Consider Approval of Contract with Food Service Management Company 90
20. Review of Monthly Financial Reports 94
21. Review Quarterly Investment Reports 103
22. Review of Checks Written for the Month of May, 2014 118
23. Personnel
24. Review Administrator Certification of PDAS Performance Evaluations and Summative Conferences 120
25. Review of PDAS Summative Analysis 123

26. Consider Approval of Proposal to Close High School Campus to Ninth Grade Students to Improve Academic Performance	137
27. Students	
28. Business and Operations	
A. Review Preliminary General Operating Budget for FY14-15	139
29. Review and Discuss Community Facilities Advisory Committee's Recommendation for "Best Course of Action"	142
30. Consider Approval of SSC Service Solutions Contract Amendment	150
31. Review Compensation Market Study for Supplemental Compensation and Stipends	154
32. Review and Discuss Recommended Structure Adjustment and General Pay Increase	165
33. Remove from the Table and Discuss Plans for High School Parking Lot Renovations	168
34. Curriculum and Instruction	
35. Review of STAAR and End-of-Course Test Results	170
36. Review Correlation Between STAAR and EOC Results to Performance on District Common Assessments	178
37. Closed Session:	
38. 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	
39. Discuss Employment of Teachers and Other Professional Personnel	
40. Consider Approval of Personnel Recommendations	
A. Northside Elementary	
B. Middle School	
41. Hutchins Elementary	
A. Behavior Intervention Teacher	
B. Third Grade Classroom Teacher (2)	
42. Fifth Grade Classroom Teacher (2)	
43. Math Intervention Teacher	
44. High School	
45. Assistant Principal	
46. Spanish Teacher	
47. Special Education Teacher / Coach	
48. Special Education Shared Services Agreement	
A. PPCD Teacher - Rice CISD	
49. Superintendent's Report	
A. Business and Support Services	
50. Governance	
51. Personnel	
52. Curriculum and Instruction	
53. Students	
54. Community and Governmental Relations	

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 June 12, 2014 at 2:00 p.m.

For the Board of Trustees

Agenda Item Summary Sheet (3 AD)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Information Only

Recognition	A. El Campo High School One-Act Play State Qualifiers B. El Campo High School UIL Academic Contests State Qualifiers C. El Campo High School Swim Team State Qualifier D. Teacher Recognition
Summary	Names of participants and information on each of these groups will be provided at the meeting.
ECISD Board Policy	None.
Effective Date	June 17, 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	None.
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
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: June 17, 2014
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Minutes of Previous Meetings A. May 20, 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	June 17, 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 – May 20, 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
May 20, 2014**

The Board of Trustees of the El Campo Independent School District met in a Regular Session May 20, 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, James Russell, Cecil Davis

MEMBERS ABSENT: J. J. Croix

J. J. Croix arrived at the meeting at 7:57 p.m.

OTHERS PRESENT: Mark Pool, Carolyn Gordon, Kelly Waters, Scott Gelardi, Mark Freeman, Dianne Cerny, Rich Du Broc, Cassandra Moreno, Tyler Moreno, Benjamin Dufour, Lori Foster, Dana Foster, Lori Foster, Donna Powers, Misti Lutringer, Paxton Lutringer, Duane Lutringer, Dollie Coleman, Samantha County, Sara Leal, Donald Sutton, Steven Staff, Ashley Schmidt, Kimberly Couvillion, Mike Couvillion, Terri Quinn, Amy Martin, Vanessa Rod, Mauri Couey, Clarke Collins

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

PUBLIC COMMENT There was no public comment

RECOGNITION: El Campo High School Class Valedictorian and Salutatorian: Rich DuBroc, Principal of El Campo High School recognized Benjamin Dufour as Valedictorian of El Campo High School Class of 2014 and Paxton Lutringer as Salutatorian of the Class of 2014 of El Campo High School.

Craig Hardin and Shawn Peters introduced the El Campo FFA Career Development Teams State Qualifiers who then introduced themselves and their placement at contest.

The Dairy Cattle Team State Champions that will represent Texas at the National Contest that will be held in Louisville, Kentucky; team members includes Corey Kudelka, Kyler Valenta, Katelyn Davlin, and Kyler Couvillion.

Vet Tech Team - Seventh Place

El Campo High School Golf Team – State Qualifiers: James Harp, Coach of El Campo High School introduced Cody Marquardt, Collin Quinn, Chad Quinn, Ethan Martin, Blake Krpec, and Kordel Smith Quinn, Ethan Martin and Blake Krpec, Kordel Smith as El Campo High School Golf Team State Qualifiers.

Outgoing Trustees: Mr. Pool and Mr. Turner recognized and presented plaques of appreciation to outgoing Trustees, Kristi David and Timothy Supak.

The Board took a recess at 7:14 p.m.

The Board reconvened at 7:26 p.m.

CONSENT AGENDA: A motion was made by Cecil Davis and seconded by Tim Supak to approve the consent agenda:

- A. Governance
 - 1. Consider Approval of the Minutes
 - a. April 22, 2014 – Regular Meeting
- B. Business and Support Service
 - 1. Monthly Report on High School Baseball and Softball Fields Complex Construction Progress Meetings
 - 2. Consider Approval of Budget Amendments
 - 3. Review Application and Certification for Payment No. 8
 - 4. Review RWS Invoice
 - 5. Review of Monthly Financial Reports
 - 6. Monthly Review of Checks Written for the Month of April, 2014
- C. Personnel
- D. Curriculum and Instruction
- E. Students

Motion carried by a vote of 6 – 0 – 1 with Trustee J. J. Croix being absent.

BUSINESS AND OPERATIONS

CONSIDER APPROVAL OF RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF EL CAMPO INDEPENDENT SCHOOL DISTRICT MAINTENANCE TAX AND REFUNDING NOTES, SERIES 2014; AUTHORIZING THE REDEMPTION PRIOR TO MATURITY OF CERTAIN OUTSTANDING NOTES; AND CONTAINING OTHER MATTERS RELATED THERETO: A motion was made by Ralph Novosad and seconded by David Hodges to adopt a resolution authorizing the issuance, sale and delivery of El Campo Independent School District maintenance Tax and Refunding notes, Series 2014; authorizing the redemption prior to maturity of certain outstanding notes; and containing other matters related thereto. Motion carried by a vote of 6 – 0 – 1 with trustee J. J. Croix being absent.

CONSIDER APPROVAL OF COMPETITIVE SEALED PROPOSALS FOR EL CAMPO HIGH SCHOOL TENNIS COURTS OVERLAY AND RICEBIRD STADIUM TRACK REPAIR – SIDEWALK ADDITION: A motion was made by J. J. Croix and seconded by James Russell to approve the competitive sealed proposals for El Campo High School Tennis courts overlay and Ricebird Stadium track repair – sidewalk addition. Motion carried by a vote of 6 – 1 with Trustees J. J. Croix, James Russell, Tommy Turner, Cecil Davis, David Hodges and Adam Gusman in favor and Trustee Ralph Novosad being opposed.

CONSIDER CONSTRUCTION DELIVERY METHOD FOR HIGH SCHOOL PARKING LOT RENOVATIONS: A motion was made by Ralph Novosad and seconded by James Russell to table the motion until the June board meeting. Motion carried unanimously.

REVIEW OF PROJECTS COMPLETED OR UNDER CONSIDERATION FROM GENERAL FUND FUND BALANCE: Mr. Pool reviewed the projects that have been completed or that are under consideration from the General Fund Fund Balance.

REVIEW CHANGE IN CONSUMER PRICE INDEX FOR PAST TWELVE MONTHS AS IT RELATES TO ECISD COMPENSATION STRUCTURE: Mr. Pool reviewed the Consumer Price Index for the past twelve months as it relates to El Campo ISD compensation structure. The Consumer Price Index has changed by 1.5%.

REVIEW COMPENSATION MARKET STUDY FOR TEACHERS, PROFESSIONAL SUPPORT, PARAPROFESSIONALS, CLERICAL AND MANUAL TRADES PERSONNEL: Mr. Pool and the Board reviewed the Compensation Market Study for teachers, professional support, paraprofessionals, clerical and manual trades personnel.

REVIW AND DISCUSS POSSIBILITY OF A GENERAL PAY INCREASE FOR 2014-2015: Mr. Pool and the Board reviewed and discussed the possibility of a general pay increase for 2014-2015.

CURRICULUM AND INSTRUCTION

REVIEW OF AVID PROGRAM: Dollie Coleman, Dean of Students at El Campo High School, presented an overview of the AVID Program and introduced students and tutors that are participating in the AVID program.

DISCUSS POSSIBILITY OF AN INDEPENDENT CONTRACTOR TO SERVE AS AVID DISTRICT DIRECTOR: Mr. Pool and the Board discussed the possibility of an Independent Contractor to serve as the AVID District Director for a transition period of two years.

DISCUSS PROPOSAL TO CLOSE HIGH SCHOOL CAMPUS TO NINTH GRADE STUDENTS TO HELP IMPROVE ACADEMIC PERFORMANCE: Mr. Pool, Mr. DuBroc and the Board discussed closing the High School campus to ninth grade students as a means to increase academic performance.

CONSIDER APPROVAL OF NEW HIGH SCHOOL COURSE – LIFETIME NUTRITION AND WELLNESS: A motion was made by Ralph Novosad and seconded by James Russell. Motion carried unanimously.

GOVERNANCE

ADMINISTER OATH OF OFFICE TO NEWLY ELECTED TRUSTEE: Dianne Cerny, Notary for El Campo Independent School District, administered the oath of office to newly re-elected Trustee Tommy Turner and newly elected Trustee Adam Gusman.

REORGANIZATION OF THE BOARD: Cecil Davis, President of the Board, presided over the election. A motion was made by Ralph Novosad and seconded by James Russell to elect Tommy Turner as President by acclamation. Motion carried by a vote of 6 – 0 – 1 with trustee J. J. Croix being absent. Tommy Turner presided over the election of vice president and secretary. A motion was made by David Hodges and seconded by Adam Gusman to elect Cecil Davis as Vice President by acclamation. Motion carried by a vote of 6 – 0 – 1 with trustee J. J. Croix being absent. A motion was made by Cecil Davis and seconded by Adam Gusman to elect David Hodges as Secretary by acclamation. Motion carried by a vote of 6 – 0 – 1 with trustee J. J. Croix being absent.

REAFFIRM BOARD MEMBER CODE OF ETHICS: A motion was made by Ralph Novosad and seconded by James Russell to reaffirm the Board Member Code of Ethics. Motion carried unanimously.

DISCUSS DATES AND TIMES FOR FACILITIES AND BUDGET WORKSHOPS: The Board and Mr. Pool discussed dates and times for Facilities and Budget Workshops. Mr. Pool will email dates and times for the workshops.

CLOSED SESSION

EXECUTIVE SESSION: The president of the Board called for an Executive Session as authorized by Texas Government Code § 551.074 (1) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, duties, Discipline or Dismissal of a Public Officer or Employee; The Board entered executive session at 10:12 p.m. and reconvened in open session at 11:21 p.m. to take the following action:

Discuss Employment of Elementary Principal
Discuss Employment of High School Dean of Instruction
Discuss Employment of Teachers and Other Professional Personnel

No action taken

PERSONNEL

REVIEW ELEMENTARY PRINCIPAL SELECTION PROCESS: Mr. Pool and the Board reviewed the Elementary Principal Selection Process.

REVIEW PERSONNEL JOB DESCRIPTIONS: The Board and Mr. Pool reviewed personnel job descriptions.

CONSIDER APPROVAL OF ADMINISTRATOR AND PROFESSIONAL SUPPORT EVALUATION DOCUMENTS: A motion was made by Ralph Novosad and seconded by James Russell to approve Administrator and Professional Support Evaluation Documents. Motion carried unanimously.

CONSIDER APPROVAL OF SUPERINTENDENT’S RECOMMENDATION FOR ELEMENTARY SCHOOL PRINCIPAL: A motion was made by Ralph Novosad and seconded by David Hodges to approve the Superintendent’s recommendation of Rebecca Crowell for Elementary School Principal. Motion carried unanimously.

CONSIDER APPROVAL OF ADMINISTRATION’S RECOMMENDATION FOR HIGH SCHOOL DEAN OF INSTRUCTION: A motion was made by Ralph Novosad and seconded by J. J. Croix to approve Administrations recommendation of Amy Arraguz for High School Dean of Instruction. Motion carried unanimously.

CONSIDER APPROVAL OF PERSONNEL RECOMMENDATIONS: A motion was made by Ralph Novosad and seconded by James Russell to approve the Superintendent’s recommendation of teachers:

Myatt Elementary

Guidance Counselor – Holly Cranek
Kindergarten Bilingual Teacher – Amalia Villarreal

Northside Elementary

Special Education Teacher – Susan Faas

Middle School

Social Studies Teacher – Samantha Zahradnik
Social Studies/Science Teacher – Katie Swick
Special Education Life Skills Teacher – Leslie Korenek
Special Education Inclusion Teacher/Coach – Natalie Kainer
Special Education Inclusion Teacher – Rachel Dluhos

High School

High School Mathematics – Trent Popp
Assistant Athletic Trainer – Courtnee Oliphant
Derby Doll Director – Jennifer Morton
Motion carried unanimously.

CONSIDER APPROVAL OF NEW PERSONNEL POSITION: A motion was made by Cecil Davis and seconded by David Hodges to approve a new personnel position of Secondary Transition Life Skills.

REVIEW OF PERSONNEL CHANGES FOR 2013-2014: Mr. Pool and the Board reviewed personnel changes for the 2013-2014 school year.

SUPERINTENDENT’S REPORT

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

There being no further discussion, the meeting adjourned at 11:26 p.m.

DRAFT

PRESIDENT

SECRETARY

Agenda Item Summary Sheet (4 A.2)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Action Item

Governance	Approve Renewal or Revisions to Current Board Operating Procedures
Summary	<p>Boards frequently assume that standard procedures for carrying out common or regular board tasks are known and shared by all members of the board and by the superintendent. This assumption is based on apparent lack of confusion or conflict in how board members go about their work.</p> <p>Unfortunately, this assumption is more often mistaken than not. The lack of shared understanding and acceptance about board operating procedures can lead to inefficiency, inconsistency in trustee actions, failure to carry out important tasks, and possible conflict among board members.</p> <p>To avoid these negative consequences, ECISD Board of Trustees has committed to an annual review and/or revision of the board's operating procedures.</p>
ECISD Board Policy	None.
Effective Date	June 17, 2014
Previous Board Action	The Board annually reviews and/or revises the board operating procedures.
Future Action Expected	The Board annually reviews the board operating procedures. If revisions are suggested, the revised operating procedures are approved at a future meeting.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	When all members of the Board agree on a set of basic operating procedures and follows those procedures, both students and the general public benefit because of more effective governance by the Board of Trustees.
Procedural and Reporting Implications	After the operating procedures are approved, a revised copy will be furnished to each member of the Board.

Public Comments None.

Alternatives None.

Other Comments and Related Issues None

Attachments

- Copy of the current ECISD Board Operating Procedures

Contact Person(s) Mark Pool, Superintendent of Schools

Action Required Motion, second and majority vote to renew current Board Operating Procedures.
In the event that revisions are suggested action will be taken at a later meeting.

Superintendent's Recommendation I recommend that the Board renew the current Board Operating Procedures as a part of the Consent Agenda.
Mark Pool, Superintendent of Schools

Board Operating Procedures El Campo ISD

1. Developing Board Meeting Agenda

A. Who can place items on the agenda?

1. Board members must request to the Board President, in advance, any item they wish to be considered for placement on the agenda.
2. Board President alone can place an item on the agenda. If two Board members request an item for the agenda, the Board President will place it on the agenda.
3. In accordance with LOCAL policy, no member can place an item on the agenda later than noon of the fifth calendar day before a regular meeting, or noon of the third calendar day before a special meeting.

Special consideration will be given for items of urgency as determined by the Board President, but in no case can an item be placed on the agenda less than 72 hours in advance of a meeting.

B. Items that cannot be on the agenda

1. When the Board deems it necessary in order to maintain confidentiality, personnel issues will be conducted in an executive session unless specifically prohibited by the Texas Open Meeting Act.
2. Anything that violates right to privacy, i.e., Texas Open Meeting Act, Texas Open Record Act, cannot be placed on the agenda.

C. Use of Consent Agenda

A consent agenda will be used for items that do not formally require board discussion. A board member can remove an item from the consent agenda for board discussion. The Superintendent will automatically place the following items on the consent agenda:

- Routine items
- Annual renewal of Region III items and TEA items
- Budget amendments
- Over \$500 tax refunds
- Gifts, donations, and bequests
- Minutes of regular and special Board meetings
- Minutes of joint meetings
- Updates of Board policy

- Routine personnel items
- Routine bid recommendations
- Annual evaluations of district programs
- Annual improvement plans for district programs

2. Member Conduct During Board Meetings

A. Board shall observe correct parliamentary procedures.

B. Discussion of Motions

1. All discussion shall be directed solely to the business currently under deliberation.
2. The Board President has the responsibility to keep the discussion to the motion at hand and shall halt discussion that does not apply to the business before the Board.
3. The Board President has the right to recognize a Board member prior to giving their comments.

C. Patrons addressing the Board

A school board meeting is not a “public meeting” in the true sense of the audience having a right to participate in discussion of items before the Board. A school board meeting is a meeting held in public. Whether the audience is allowed to participate is a Board decision. If so, the rules of participation are controlled by the local board.

1. Patrons may complete an “Audience Participation Sign-Up Sheet” requesting to address the Board during the public forum portion of the agenda.
2. Each patron is allowed up to five minutes to speak.
3. Should the Board President determine that there are more than five requests to speak in favor of or against a particular issue those having similar views will be asked to select a single spokesperson for the group.
4. The Board President closes discussion when the speaker has used his/her allotted time (five minutes) and/or when the time allotted for audience participation (fifteen minutes) has expired.

D. Board response to patrons addressing the Board

1. Board members listen to all comments but do not respond.
2. If the issue raised by the patron warrants immediate attention the Board President should direct the administration to investigate the items and report to the Board at a designated meeting.

E. Discussion of employee or student performance.

1. If the issue raised by the patron involves students, personnel, or other matters that should be discussed in a closed meeting, the Board President can ask the patron to meet with the Board in an executive session in accordance with the Texas Open Meetings Act.

F. Hearings and Grievances

1. During the hearing the Board is assembled to gather input only and to render a decision.
2. The Board will not answer questions or enter into two-way dialogue during a hearing.
3. Rules for the hearing will be strictly adhered to. The rules are;
 - Board will limit response to five minutes per testifier.
 - Board will accept written and/or oral testimony.
 - Board will not allow duplicate testimony.
 - Board President and/or the Board attorney will conduct the meeting.
 - Board will not allow any derogatory comments.
4. The Board may enter into closed session, as allowed by the Texas Open Meetings Act, to deliberate before rendering a decision in open session.

3. Voting

- A. All members, including the Board President, will vote on all action items. A member will not abstain from voting except in the case of a personal conflict of interest. It is the Board's belief that elected representatives should take a position on issues before the Board.
- B. In case of a tie vote, motions requiring a majority vote fail.

4. Individual Board member request for information or report

- A. Board members may request information and/or reports through the Board President and/or the Superintendent.
- B. The Superintendent will gather the information and report and disseminate it in a timely manner to the entire Board.

5. Citizen Request/Complaint to Individual Board Member

- A. When a Board member receives a request from a citizen the Board member should refer the person to the Superintendent or the Board President.

- B. When a Board member receives a complaint from a citizen the Board member should:
 - 1. Hear the citizen's complaint to fully understand the persons involved, date, place and other pertinent information.
 - 2. Repeat the problem back verbatim to the citizen to insure understanding.
 - 3. Review the chain of command with the citizen.
 - 4. Remind the citizen of due process and that the Board member cannot investigate and must remain impartial in case the situation goes before the Board.
 - 5. Refer citizen to appropriate person/chain of command. (The citizen must go through command chain before any other action can be taken.)

- C. Board member must talk to Superintendent in a timely fashion to relay the conversation.

- D. The Superintendent or his/her designee will respond to the citizen in a timely fashion.

- E. The Superintendent will inform all members of the Board of the request / complaint and the resolution.

6. Employee Request/Complaint to Individual Board Member

- A. When a Board member receives a complaint from an employee the Board member should:
 - 1. Hear the employee complaint to fully understand persons involved, date, place and other pertinent information.
 - 2. Repeat the problem back verbatim to employee to insure understanding.
 - 3. Review the chain of command with employee.
 - 4. Remind the employee of due process and that the Board member cannot investigate and must remain impartial in case the situation goes before the Board.
 - 5. Refer employee to appropriate person/chain of command. (The employee must go through command chain before any other action can be taken.)

- B. Board member must talk to Superintendent in a timely fashion to relay the conversation.
- C. The Superintendent will inform all members of the Board of the request / complaint and the resolution.

7. Board Member Visit to School Campus

- A. All Board members are encouraged to attend any school's events as their time permits.
- B. Board members are not to go into teachers' classrooms or individual buildings for the purposes of evaluation.
- C. Board members must notify the building principals of their visits.

8. Communications

- A. Superintendent will communicate with all Board members via telephone, email, and may, when necessary, visit each member.
- B. Superintendent may meet with Board President on a weekly basis to discuss issues of the District.
- C. Superintendent will communicate information in a timely fashion to all Board members.
- D. Requests to Superintendent from Board President will be distributed to all Board members.
- E. Board will keep Superintendent informed via email, telephone and fax.
- F. Board will communicate with its community through public hearings, regular Board meetings and community meetings.
- G. Individual Board members cannot speak in an official capacity outside the Boardroom.

9. Evaluation of Superintendent

- A. Board President obtains input from all other members on Board approved indicators.
- B. Evaluation is conducted in executive session by consensus.
- C. Evaluation is conducted every January.

10. Evaluation of the Board

- A. Superintendent and Board evaluations are the same...TEAM OF EIGHT concept is compelling!
- B. Evaluation is conducted in executive session by consensus.
- C. Evaluation is conducted every December, and will be based on the TASB Board Effectiveness Audit.

11. Criteria and Process for Selecting Board Officers

- A. Secretary of Board polls individual members for their interest in serving as a Board Officer outside the Boardroom.
- B. No Board member can hold office without one year's minimum Board experience.
- C. Election is held in May of each year or as vacancies arise.

12. Role and Authority of Board Member and/or Board Officers

- A. No Board member or officer has authority outside the Board meeting.
- B. No Board member can direct employees in regard to performance of their duties.
- C. PRESIDENT
 - 1. Shall preside at all Board meetings and conduct all meetings in an orderly fashion
 - 2. Appoint committees
 - 3. Shall call special meetings
 - 4. Sign all legal documents required by law.

D. VICE PRESIDENT

1. Shall act in capacity of President in his/her absence.

E. SECRETARY

1. Shall cause accurate records of Board meetings to be kept.
2. In the absence of both the President and Vice President, shall call meeting to order and preside over the election of President Pro-Tem.

13. Role of Board in Executive Session

- A. Board can only discuss those items listed on the executive agenda and as limited by law.
- B. Board must vote in public session.
- C. Information discussed during executive session must remain confidential.

14. Media Inquiries to the Board

- A. The Board President or the Superintendent shall be the official spokesperson for the Board to the media on issues of media attention.
- B. The media has the right to ask any Trustee about a motion or vote that they made, and the Trustee should be able to explain their motion or vote, if they choose.

15. Anonymous Phone Calls or Letters

- A. The ECISD Board of Trustees encourages input. However, anonymous calls or letters will not receive Board attention, discussion or response, and will not result in directives to the administration.

16. Response to Signed Letters

- A. The ECISD Board of Trustees encourages input. A signed letter will be forwarded to the Superintendent. The Superintendent will respond and send a copy to the full Board.

17. Organization Membership and Travel

- A. Individual or board membership in any organization, other than the Texas Association of School Boards, where membership dues are paid for with school funds will require board approval.

- B. The expenditure of school funds for registration fees for meetings, conferences, and training, other than that provided by the Texas Association of School Boards or Region III Education Service Center, must have prior board approval.

- C. When traveling on school business, members of the Board of Trustees will be subject to the same expense reimbursement regulations as school employees.

18. Reviewing Board Operating Procedures

- A. Standard Board Operating Procedures will be reviewed and updated as needed at the June Board Meeting.

Agenda Item Summary Sheet (4 B.6)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda:
Business and Support
Services**

Workers' Compensation Insurance Renewal

Summary

According to policy CRE (LEGAL), INSURANCE AND ANNUITIES MANAGEMENT: WORKERS' COMPENSATION, the District shall extend workers' compensation benefits to its employees by choosing one of the following options:

- Becoming a self-insurer.
- Providing insurance under worker's compensation insurance contracts or policies.
- Entering into interlocal agreements with other political subdivisions providing for self-insurance.

ECISD has chosen to provide workers' compensation benefits to our employees through participation in the Texas Educational Insurance Association that is administered by Claims Administrative Services, Inc.

CAS is currently the largest provider of Workers' Compensation for Texas schools and has a proven record over the past twenty-three years of providing cost savings to its member districts by reducing both the frequency and severity of claims. This has been accomplished by combining proactive loss control with aggressive claims management and cost containment.

In 2004 we bid our Workers' Compensation Insurance and received two proposals:

- Claims Administrative Services – 3 Year Option with a first year rate of \$140,645
- North American Solutions – 1 Year Term for \$218,120

The Board approved the 3 Year Option from Claims Administrative Services. The plan has been renewed and/or a new three-year plan approved on numerous occasions since then. We are currently in the second year of a three-year plan.

At this time, since the quote is approximately \$20,000 less than our quote at this time last year, David Bright is recommending that we renew and begin a new Three Year Plan.

ECISD Board Policy

CRE (LEGAL), INSURANCE AND ANNUITIES MANAGEMENT:
WORKERS' COMPENSATION

Effective Date	September 1, 2014.
Previous Board Action	<p>The Board has previously approved Claims Administrative Services as our provider for Workers' Compensation Insurance. The initial three-year contract was approved July 19, 2004 for the 2004-2005 fiscal year; and renewed in 2005-2006 and 2006-2007.</p> <p>In April of 2007 we extended our plan for an additional three years: 2007-2008, 2008-2009, and 2009-2010.</p> <p>In August of 2009 we extended our plan for an additional three years: 2009-2010, 2010-2011, and 2011-2012.</p> <p>In June of 2011 we extended our plan for an additional three years: 2012-13; 2013-2014; and 2014-2015.</p>
Future Action Expected	The Board has the opportunity to renew or extend this plan annually.
Background Information and Significant Issues	None.
Fiscal Impact	The Guaranteed Cost for the program is based on actual payroll. In this proposal the estimated Guaranteed Cost is \$151,088 based on an estimated payroll for the 2013-2014 fiscal year of \$19,857,433. The final annual cost may be more or less depending upon a recalculation based upon the actual payroll figures for the fiscal year ended August 31, 2014.
Student and Public Benefit	Legal Requirement.
Procedural and Reporting Implications	<p>According to LEGAL policy, the District shall notify the Texas Workers' Compensation Commission (TWCC) of the method by which the District employees shall receive benefits, the approximate number of employees covered, and the estimated amount of payroll.</p> <p>Notice of the provision for workers' compensation benefits and the effective date of the coverage shall be given the Districts employees.</p>
Public Comments	None.
Alternatives	<p>The three-year contact can be terminated with 60 days advance notice.</p> <p>Termination of the contact would result in reimbursement to the Texas Educational Insurance Association for discounts received plus an additional ten percent withdrawal charge for early</p>

cancellation. The withdrawal charge will be calculated by multiplying the Guaranteed Cost for all years of the member's current contract by ten percent.

Other Comments and Related Issues

None.

Attachments

Workers' Compensation Renewal Information

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations

Action Required

Motion, second and majority vote to begin a new three-year agreement with the Texas Educational Insurance Association to provide Workers' Compensation coverage.

Superintendent's Recommendation

I recommend that the Board approve the new three-year agreement with the Texas Educational Insurance Association to provide Workers' Compensation coverage as a part of the consent agenda.

Mark Pool, Superintendent of Schools

June 4, 2014

TO: Mark Pool

FROM: David Bright

SUBJECT: 2014-2015 Worker's Compensation Program Renewal

Attached are renewal documents for the district's Worker's Compensation Program. Currently, we're in the 2nd year of a Three Year Plan with Claims Administrative Services, Inc. (CAS). At this time, we have the option to begin a new Three Year Plan at the current Fixed Cost Rate of \$151,088, or continue with our current three year plan until it runs out. The quote is approximately \$20,000 less than our quote at this time last year so, I recommend we renew and begin a new 3 year plan. Hopefully, we will continue to see a decrease in Workers Comp claims.



Claims Administrative Services, Inc.

Our reputation for excellence is no accident.™

El Campo ISD
Mark Pool
700 West Norris Street
El Campo, TX 77437

Dear Mark Pool,

Thank you for allowing us to provide you with workers' compensation insurance. Through those years we trust you have seen the value that CAS brings through its program design, safety, claims and bill review services. Our efforts focus on minimizing both claims frequency and severity for your district without sacrificing quality of care for your employees. By doing so, we minimize the overall expense of your workers' compensation. CAS gives you the option of continuing your current contract or you may start a new three year contract. You will see your Workers' Comp addendum attached showing you both options.

Working with over 430 Texas schools and community colleges, CAS has sensed a need for assistance with campus safety and security as it relates to state required inspections and audits. CAS loss control is providing these services to many of our existing clients at no additional cost adding to CAS value. Our Loss Control Representatives are registered through the Texas School Safety Center for providing these services.

Pathfinder Intelligence, another of the Heartland Security Insurance Group family of companies like CAS, has developed a product to assist with campus security. IAN, or the Instant Alert Network, is a mobile app allowing Smart phones to serve as a panic button to allow rapid notification of a potential threat to any or all fellow staff and/or local first responders. This technology was built to save lives and consequently has been made affordable for all. If you would like additional information please contact your customer service representative.

Thanks again for the opportunity to earn your business. We want to wish you all the best this summer and wish you a successful start to the 2014-2015 school year!

Sincerely,

A handwritten signature in black ink that reads "Bill Costanza". The signature is written in a cursive style and is followed by a horizontal line.

Bill Costanza

Enclosures



Claims Administrative Services, Inc.

Our reputation for excellence is no accident.TM

Texas Educational Insurance Association

WORKERS' COMPENSATION

Plan Year 2014-2015 Renewal Addendum – Part 2 of 2

Plan Sponsor: El Campo ISD

3rd Year of a 3 Year Contract

Renewal Based on Estimated Payroll of \$19,857,433

**Option 1: Select New 3-Year Plan--Locks in Guaranteed Cost Rate Three Additional Years
Guarantees 5% Discount on Guaranteed Cost Rate**

<input type="checkbox"/> Begin New 3 Year Plan/Year 1*	
<input type="checkbox"/> Guaranteed Cost Payment in Full Due on 9/1 <i>Allows 1% Discount if Paid by 11/1/2014</i>	<input checked="" type="checkbox"/> Guaranteed Cost Quarterly Payments of 40%, 20%, 20%, 20% Due on 9/1, 12/1, 3/1, and 6/1
\$149,577	\$151,088

*The Plan Sponsor agrees to extend the term of this agreement for an additional three (3) years which must be completed before an exit option is available. The Plan Sponsor further acknowledges that this agreement guarantees only the Guaranteed Cost Rate and does not guarantee the Guaranteed Cost amounts.

Option 2: Current Plan—Guaranteed Cost Subject to Change at End of Contract Term.

<input type="checkbox"/> Continue Current 3 Year Plan/Year 3**	
<input type="checkbox"/> Guaranteed Cost Payment in Full Due on 9/1: <i>Allows 1% Discount if Paid by 11/1/2014</i>	<input type="checkbox"/> Guaranteed Cost Quarterly Payments of 40%, 20%, 20%, 20% Due on 9/1, 12/1, 3/1, and 6/1
\$149,577	\$151,088

**The Plan Sponsor agrees, this agreement continues for one more year(s) which must be completed before an exit option is available. The Plan Sponsor further acknowledges that this agreement guarantees only the Guaranteed Cost Rate and does not guarantee the Guaranteed Cost amounts.

DRAFT OUR W/C FUND BANK ACCOUNT ON DUE DATE – *Plan Sponsor* authorizes payment by draft on the due date for any and all billings. *Plan Supervisor* will provide copy of Draft Invoice prior to due date.

SHOULD THE DISTRICT NOT CHOOSE THE DRAFT PAYMENT METHOD, INITIAL INVOICE WILL BE ISSUED PRIOR TO 8/1/14, PAYABLE ON 9/1/14. QUARTERLY INVOICES WILL BE MAILED TO PLAN SPONSOR PRIOR TO AND PAYABLE ON DUE DATES LISTED ABOVE.

The person executing this agreement on behalf of El Campo ISD represents and warrants that he or she has been authorized to do so and that all necessary actions required for the execution have been taken.

_____/_____/2014 _____/_____/_____
 Date Signature (Designated Employee) Title

Please Select a Plan Option and return signed Renewal Addendum to CAS by 6/30/2014.

CAS-Claims Administrative Services, Inc.

501 Shelley Drive

P. O. Box 7500 Tyler, TX 75711

Phone: 903.509.8484

Toll Free: 800.765.2412

Fax: 903.509.1888

www.cas-services.com

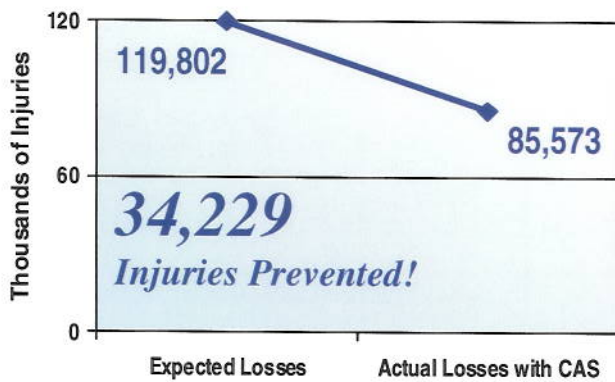


23 Years of Success

Total Workers' Compensation Savings to Members
\$471,320,313

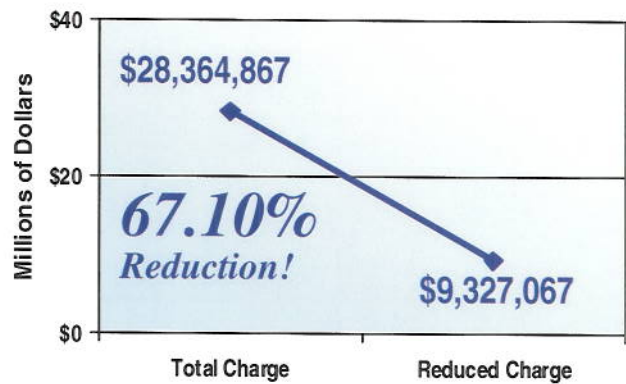
Since 1991, CAS has established a proven track record of reducing both the frequency and severity of claims. While other companies may take a reactive stance to managing claims, we combine proactive loss control with aggressive claims management and cost containment. This unique, integrated approach has helped our clients realize significant savings, and it has made CAS a leader in claims and safety services for public entities throughout the South Central U.S.

Number of Employee Injuries Prevented

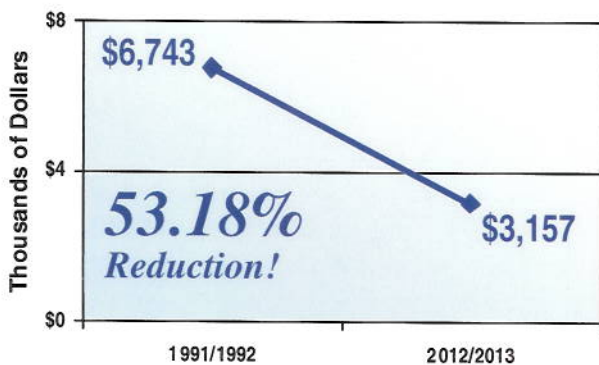


Net Medical Bill Reduction

(Reduction in charges for 2013)

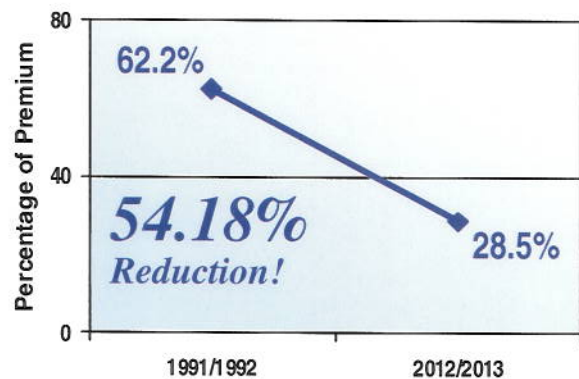


Average Cost Per Claim



Average Loss Ratio

(Losses as a percent of Std. Premium)





Claims Administrative Services, Inc.

Our reputation for excellence is no accident.TM

TEXAS EDUCATIONAL INSURANCE ASSOCIATION

WORKERS' COMPENSATION

Plan Year 2014-2015 Renewal Addendum – Part 1 of 2

Plan Sponsor: El Campo ISD

3rd Year of a 3 Year Contract

GUARANTEED COST\$151,088
Renewal Based on Estimated Payroll of \$19,857,433

Guaranteed Cost Includes: Claims Administration, Record Keeping, Safety and Loss Control, Excess Insurance, plus...

Initial contact with claimant	Setting IME appointments	Communicating with Doctor
Initial contact with insured	Administering benefits timely	Visits by Adjuster
Initial contact with doctor	Annual Reports	Recorded statements
Faxes	Check stock & issuing checks	Filing state forms
Regular Meetings with Client	Subrogation Management	Answering WC legal questions
Photographs	Reports	Supervisor review of claims
Telephone	Litigation Management	Travel expenses
Monitoring medical treatment	Communicating with employee	Reviewing claims with clients
Airfare, except extraordinary	Mileage, except extraordinary	Excess Carrier Reporting
Loss Runs	Express mail, except extraordinary	EDI requirements for Ins Carrier
Filing of 1099's	Obtain Records, except extraordinary	

.....CAS Service Guarantee, and much more.....

Guaranteed Cost Includes: Incurred Claims, Claims Expense Allowance, Allocated Claims Expenses, and Cost Containment

Allocated Expenses:	Cost associated with bank account or its maintenance
Attorney fees	Extraordinary travel expenses incurred by CAS
Medical opinions	Cost associated with Occupational Rehabilitation
Independent Medical Examination	Pre-authorization or Utilization
Peer Review	Cost for obtaining and copying of public or medical records
Court costs	Cost for photography, preparation of maps, diagrams or physical analysis
Medical Case Management	Cost of employing experts' testimony
Cost of surveillance	Cost for property damage appraisal fees
Interest paid as result of Litigation	Specialty Bill Review 25% of savings
Witness travel expense	
Witness fees	

Cost Containment:

CAS does provide cost containment services for our clients. Cost containment services are allocated to the claim and billed at the following rates. Field Case Management, \$88 per hour + mileage; Telephonic Case Management, \$88 per hour; Rehabilitation/Vocational Case Management, \$88 per hour + mileage; Pre-Authorization, \$150 flat rate per request; Specialty Bill Review, 25% of savings; Pharmacy Network, 9% of savings; Medical Necessity Review, based on type with average fee range of \$250 to \$650; Subrogation, no charge if done in-house or at cost if a complicated case that would be better represented by an attorney; Investigation Services, \$35 for initial database research/\$84 per hour for surveillance.

CAS has a proven record in reducing claims cost. CAS adjusters aggressively work with the injured employee and doctors to get the employee back to work and close their file. CAS works closely with their clients to establish a long-term partnership.

**Consent Agenda
Business and Support
Services**

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

Summary

Progress Meeting No. 13 was held on May 29, 2014; and Progress Meeting No. 14 was held on June 12, 2014. The following is a list of the work completed and the projected work reviewed and discussed at each meeting:

Progress Meeting No. 13 – May 29, 2014

Work Completed

1. Trim / metal roofing at baseball batting cage ongoing
2. Rough electrical at Concessions 75% complete
3. Plumbing vent and water at concession building complete
4. Interior masonry at Concessions 75% complete
5. Metal roofing at Concessions 65% complete
6. Metal roofing at ticket booth complete
7. Metal roofing at entry pavilion complete
8. Roof framing an deck at dugouts complete
9. Underlayment at dugouts complete
10. Underground electrical and sound to press boxes complete
11. Drilled footings at bleacher covers and press box complete
12. Masonry storage building at baseball batting cage complete
13. Masonry storage building at softball batting cage complete
14. Electrical rough at storage building 80% complete
15. Concrete paving at baseball bleacher are 80% complete

Projected Work

1. Complete trim / metal roofing at batting cages
2. Complete metal roofing at Concessions
3. Begin metal roofing at dugouts
4. Complete electrical rough at concession building
5. Complete interior masonry at concession building
6. Complete concrete paving at baseball bleacher area
7. Begin concrete paving at softball bleacher area
8. Receive delivery of aluminum bleachers
9. Begin installation of bleachers and press box
10. Begin select fill installation at walks
11. Begin irrigation system installation on ballfields

Progress Meeting No. 14 – June 12, 2014

Work Completed

1. Trim / metal roofing at batting cages 75% complete

2. Rough electrical at Concessions 90% complete
3. Interior masonry at Concessions complete
4. Metal roofing at Concessions complete
5. Concrete paving at baseball bleacher area complete
6. Concrete paving at softball bleacher area complete
7. Select fill installation at paving / walks 80% complete
8. Concrete paving / walks ongoing
9. Metal roofing at dugouts complete
10. Aluminum bleacher delivery complete
11. Baseball bleacher installation 40% complete
12. Irrigation system at baseball field 90% complete
13. Delivery of bleacher covers / PEMB complete

Projected Work

1. Complete trim / metal roofing at batting cages
2. Complete electrical rough at concession building
3. Complete rough carpentry at concession building
4. Complete installation of bleachers at baseball field
5. Begin installation of softball bleachers
6. Complete select fill at concrete walks
7. Complete irrigation system at baseball field
8. Begin irrigation system at softball field

ECISD Board Policy

None.

Effective Date

May 29th and June 12th, 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. 13, May 29, 2014
- Construction Project Meeting No. 14, June 12, 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, May 29, 2014

El Campo Independent School District
New Baseball - Softball Complex

Time: 10:00 AM

Location: PCI Job Trailer

PROGRESS MEETING NO. 13

AGENDA

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

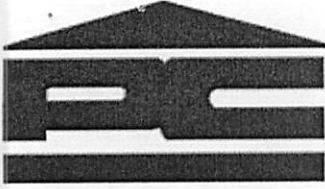
2. Review Logs - Discuss Outstanding Issues
 - a. RFI Logs
 - b. Submittal Logs
 - c. Minor Changes & Clarifications
 - d. Change Proposal Request & Change Proposals
 - e. Allowance Expenditure Authorizations

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 14 to be held on Thursday, June 12, 2014 at the PCI job trailer.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES

Date of Issue: 05/29/14

Date of Meeting: 05/15/14

Place of Meeting: PCI Job Trailer

Time of Meeting: 10:00 AM

Subject: Progress Meeting # 12

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)
David Bright		

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 11	11.01 Discussed electrical at storage room on batting cages. Place light fixtures in room based on original layout and install a receptacle next to door below light switch. Install one receptacle each in CMU wall for pitching machine.	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. Trim / metal roofing at baseball batting cage ongoing 2. Trim / metal roofing at softball batting cage ongoing 3. Plywood roof deck at Concessions complete 4. Ice and water shield at Concessions complete 5. Plumbing vent and water at Concession Bldg. 70% complete 6. Rough electrical at Concessions 55% complete 7. Interior masonry at Concessions 65% complete 8. Roof deck and waterproofing at entry pavillion complete 9. Structural columns and wood beams at dugouts complete 10. Roof framing at dugouts 65% complete 11. Roof deck at dugouts 25% complete 12. Metal roofing at Ticket booth ongoing 13. Layout of bleacher covers and pressbox complete 14. Drilled footing at bleacher covers and pressbox ongoing 15. Masonry storage building at baseball batting cage 65% complete 16. <p><u>B. PROJECTED WORK:</u></p> <ol style="list-style-type: none"> 1. Complete trim / metal roofing at baseball batting cage 2. Complete trim / metal roofing at softball batting cage 3. Complete metal roofing at Ticket booth 4. Begin metal roofing at Entry Pavillion 5. Begin metal roofing at Concessions bldg. 6. Electrical rough at Concession Bldg. ongoing 7. Interior masonry at Concession ongoing 8. Complete plumbing vent and water at Concessions 9. Complete electrical rough at baseball storage building 10. Complete masonry at baseball storage building 11. Complete drilled footings at bleacher covers and pressboxes 12. Begin concrete paving at bleacher areas 13. Install electrical and sound underground to pressboxes 14. Receive delivery of aluminum bleachers 15. Begin masonry at softball storage building 16. Roof framing and deck ongoing 			
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. 			

Item No.	Item Description	Responsibility	Due Date	Status
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:			
4.1	<u>RFI Log reviewed:</u> None			
4.2	<u>CPR / AEA Log reviewed:</u> Outstanding: None Current: <u>Note:</u> <u>Minor Changes and Clarifications:</u> None			
5.0	<u>NEW ISSUES</u>			
Mtg 12	12.01 No new issues.			
12	12.02			
12	12.03			
12	12.04			

Next Team Meeting 5/29/14 @ 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
 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:	5/29/2014
	El Campo, Texas	Time:	10:00 AM

1. SCHEDULE AND PROGRESS:

A. WORK COMPLETED

1. Trim / metal roofing at batting cages ongoing
2. Rough electrical at Concessions 75% complete
3. Plumbing vent and water at Concession Bldg. complete
4. Interior masonry at Concessions 75% complete
5. Metal roofing at Concessions 65% complete
6. Metal roofing at Ticket booth complete
7. Metal roofing at Entry pavillion complete
8. Roof framing and deck at dugouts complete
9. Underlayment at dugouts complete
10. Underground electrical and sound to Pressboxes complete
11. Drilled footings at bleacher covers and pressbox complete
12. Masonry storage building at baseball batting cage complete
13. Masonry storage building at softball batting cage complete
14. Electrical rough at storage buildings 80% complete
15. Concrete paving at baseball bleacher area 80% complete

B. PROJECTED WORK:

1. Complete trim / metal roofing at batting cages
2. Complete metal roofing at Concessions
3. Begin metal roofing at dugouts
4. Complete electrical rough at Concession building
5. Complete interior masonry at Concession building
6. Complete concrete paving at baseball bleacher area
7. Begin concrete paving at softball bleacher area
8. Receive delivery of aluminum bleachers
9. Begin installation of bleachers / pressbox
10. Begin select fill installation at walks
11. Begin irrigation system install at ballfields
- 12.
- 13.
- 14.
- 15.
- 16.

2. FIELD ISSUES

A. OUTSTANDING

- 1.

B. CURRENT

- 1.

Baseball – Softball Athletic Complex – Progress Report Photos



1. Drilled footing installation at softball bleacher cover



2. Drilled footing layout at baseball cover



3. Metal roof at Ticket Booth



4. Drilled footing installation at baseball bleacher cover



5. Concrete form work / anchor bolts at softball bleacher



6. Masonry at softball storage building

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



7. Concrete piers at baseball bleachers



8. Elevated concrete piers at pressbox



9. Plumbing vent / water at concession building



10. Roof structure and desk at dugout



11. Concrete walks / paving at baseball bleacher area



12. Underground electrical / sound to pressbox

Baseball – Softball Athletic Complex – Progress Report Photos (3)



13. Storage building at softball batting cages



14. Storage building at softball batting cages



15. Concrete paving at bleacher area baseball field



16. Concrete paving at bleacher area baseball field



17. Metal roofing at concession building



18. Concrete paving at bleacher area baseball field

Baseball – Softball Athletic Complex – Progress Report Photos (4)



19. Concrete paving at bleacher area baseball field



20. Concrete paving at bleacher area baseball field



21. Retention area between High School & Little League

CHANGE PROPOSAL REQUEST LOG

EI Campo ISD
Project No. 1388
5/29/14

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



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



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

Date: Thursday, June 12, 2014

El Campo Independent School District
New Baseball - Softball Complex

Time: 10:00 AM

Location: PCI Job Trailer

PROGRESS MEETING NO. 14

AGENDA

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

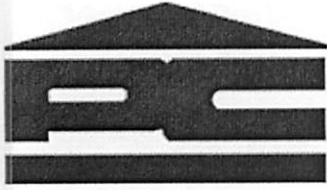
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4. Review Field and Quality Control Issues
 - a. Previous week activity: Observations, problems, conflict, field directives
 - b. Schedule pre-installation conferences this week
 - c. Schedule inspections this week
 - d. Other issues and questions

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

6. Scheduled Meetings
 - a. Progress Meeting Number 15 to be held on Thursday, June 26, 2014 at the PCI job trailer.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES

Date of Issue: 06/12/14
Date of Meeting: 05/29/14
Place of Meeting: ECISD Administration Building
Time of Meeting: 10:00 AM
Subject: Progress Meeting # 13
Present: Mark Pool, Superintendent El Campo ISD
 Jeff Balcar El Campo ISD
 Tim Supak El Campo ISD - Trustee (absent)
 Malcolm Gaus RWS Architects, Inc. (absent)
 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)
 David Bright El Campo ISD (absent)
Distribution: All Attendees

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

Item No.	Item Description	Responsibility	Due Date	Status
1.0 Mtg 12	<u>PREVIOUS ISSUES:</u> 12.01 No new issues.			

Item No.	Item Description	Responsibility	Due Date	Status
2.0	<p><u>A. CONSTRUCTION PROGRESS:</u></p> <ol style="list-style-type: none"> 1. Trim / metal roofing at batting cages ongoing 2. Rough electrical at Concessions 75% complete 3. Plumbing vent and water at Concession Bldg. complete 4. Interior masonry at Concessions 75% complete 5. Metal roofing at Concessions 65% complete 6. Metal roofing at Ticket booth complete 7. Metal roofing at Entry pavilion complete 8. Roof framing and deck at dugouts complete 9. Underlayment at dugouts complete 10. Underground electrical and sound to Press boxes complete 11. Drilled footings at bleacher covers and press box complete 12. Masonry storage building at baseball batting cage complete 13. Masonry storage building at softball batting cage complete 14. Electrical rough at storage buildings 80% complete 15. Concrete paving at baseball bleacher area 80% complete 16. <p><u>B. PROJECTED WORK:</u></p> <ol style="list-style-type: none"> 1. Complete trim / metal roofing at batting cages 2. Complete metal roofing at Concessions 3. Begin metal roofing at dugouts 4. Complete electrical rough at Concession building 5. Complete interior masonry at Concession building 6. Complete concrete paving at baseball bleacher area 7. Begin concrete paving at softball bleacher area 8. Receive delivery of aluminum bleachers 9. Begin installation of bleachers / press box 10. Begin select fill installation at walks 11. Begin irrigation system install at ball fields 12. 13. 14. 15. 16. 			
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. 			

Item No.	Item Description	Responsibility	Due Date	Status
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:			
4.1	<u>RFI Log reviewed:</u> None			
4.2	<u>CPR / AEA Log reviewed:</u> Outstanding: None Current: <u>Note:</u> <u>Minor Changes and Clarifications:</u> None			
5.0	<u>NEW ISSUES</u>			
Mtg 13	13.01 No new issues.			

Next Team Meeting 06/12/14 @ 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:	Administration Bldg. El Campo, Texas	Date:	6/12/2014
		Time:	1:30 PM

1. SCHEDULE AND PROGRESS:

A. WORK COMPLETED

1. Trim / metal roofing at batting cages 75% complete
2. Rough electrical at Concessions 90% complete
3. Interior masonry at Concessions complete
4. Metal roofing at Concessions complete
5. Concrete paving at baseball bleacher area complete
6. Concrete paving at softball bleacher area complete
7. Select fill installation at paving / walks 80% complete
8. Concrete paving / walks ongoing
9. Metal roofing at dugouts complete
10. Aluminum bleacher delivery complete
11. Baseball bleacher installation 40% complete
12. Irrigation system at baseball field 90% complete
13. Delivery of Bleacher Covers / PEMB complete
- 14.
- 15.

B. PROJECTED WORK:

1. Complete trim / metal roofing at batting cages
2. Complete electrical rough at Concession building
3. Complete rough carpentry at Concessions bldg.
4. Complete installation of bleachers at Baseball field
5. Begin installation of softball bleachers
6. Complete select fill at concrete walks
7. Complete irrigation system at baseball field
8. Begin irrigation system at softball field
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

2. FIELD ISSUES

A. OUTSTANDING

- 1.

B. CURRENT

- 1.

Baseball – Softball Athletic Complex – Progress Report Photos



1. Concrete prep at softball bleacher area



2. Dug-out roofing at softball field



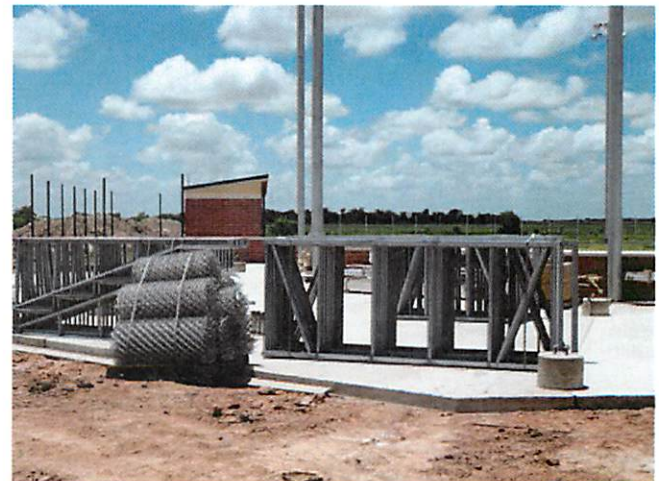
3. Concrete formwork at softball bleacher area



4. Concrete paving at softball bleacher area



5. Select fill at main concourse



6. Aluminum bleacher material delivery

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



7. Aluminum bleacher material delivery



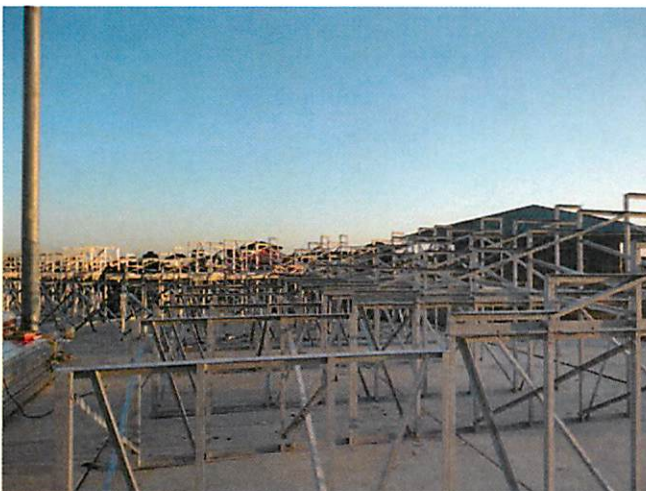
8. Irrigation system at baseball field



9. Irrigation system at baseball field



10. Irrigation system at baseball field



11. Framework for aluminum bleachers at baseball field



12. Framework for aluminum bleachers at baseball field

Baseball – Softball Athletic Complex – Progress Report Photos (3)



13. Concrete walks at softball area



14. Concrete prep at walks, softball batting cage



15. Concrete prep at walks, softball batting cage

CHANGE PROPOSAL REQUEST LOG

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

El Campo ISD
Project No. 1388
6/12/14



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: June 17, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda
Business and Support
Services**

Report on Myatt and Northside Elementary Entrances and Northside Canopy Project

Summary

Progress Meeting No. 1 was held on May 29, 2014; and Progress Meeting No. 2 was held on June 12, 2014. The following is a list of the work completed and the projected work reviewed and discussed at each meeting:

Progress Meeting No. 2 – June 12, 2014

Work Completed

1. Field measurements for casework both campuses complete
2. Field measurements for storefront both campuses complete
3. Removal of flagpole at Northside complete
4. Concrete sawing at Northside complete

Projected Work

1. Demolition of existing walks at Northside
2. Install select fill for walks at Northside
3. Begin concrete walk installation

ECISD Board Policy

None.

Effective Date

May 29th and June 12th, 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**

None.

Fiscal Impact

- Combined Proposal for all Projects is \$390,000.00

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	<ul style="list-style-type: none"> • Construction Project Meeting No. 1, May 29, 2014 • Construction Project Meeting No. 2, June 12, 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, May 29, 2014

El Campo Independent School District
Myatt / Northside Elementary Security

Time: 10:00 AM

Location: PCI Job Trailer

PROGRESS MEETING NO. 1

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 02 to be held on Thursday, June 12, 2014 at the PCI job trailer.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES - MYATT / NORTHSIDE SECURITY

Date of Issue: 05/29/14

Date of Meeting:

Place of Meeting: Athletic Complex - Job Trailer

Time of Meeting: 10:00 AM

Subject: Progress Meeting #

Present:

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

Distribution: All Attendees

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

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

Item No.	Item Description	Responsibility	Due Date	Status
3.0	<u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u> 1. <u>FIELD ISSUES AND QUALITY CONTROL:</u> 1. <u>Comments related to construction activity</u> <u>Scheduled pre-installation conferences:</u> 1.			
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current: 4.1 <u>RFI Log reviewed:</u> None 4.2 <u>CPR / AEA Log reviewed:</u> Outstanding: None Current: Note: <u>Minor Changes and Clarifications:</u> None			
5.0 Mtg 0	<u>NEW ISSUES</u> 0.01 <u>Colors selected: Tile - Daltile 18 x 18 Graphite / Copper; Wood Doors Wilsonart - Nepal Teak 7209-60; Casework Wilsonart - Nepal Teak 7209-60; Countertops Wilsonart - Bronze Legacy 4656-60; Casework - Doors, Drawers, Countertops - Black Edge Band; Acoustical Wall Panel Guilford of Maine - Pearl</u> 0.02 Discussion held regarding demo of existing canopy. Owner to demo by end of school. 0.03 0.04			

Next Team Meeting 5/29/2014 @ 10:00 am

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



Greg Polasek
 Project Manager
 Polasek Construction, Inc.

END OF MINUTES



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

Date: Thursday, June 12, 2014

El Campo Independent School District
Myatt / Northside Elementary Security

Time: 10:00 AM

Location: PCI Job Trailer

PROGRESS MEETING NO. 2

AGENDA

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

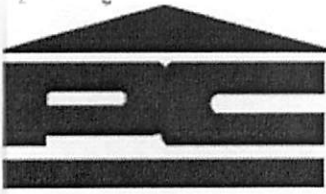
2. Review Logs - Discuss Outstanding Issues
 - a. RFI Logs
 - b. Submittal Logs
 - c. Minor Changes & Clarifications
 - d. Change Proposal Request & Change Proposals
 - e. Allowance Expenditure Authorizations

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 03 to be held on Thursday, June 26, 2014 at the PCI job trailer.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES - MYATT / NORTHSIDE SECURITY

Date of Issue: 06/12/14
Date of Meeting: 05/29/14
Place of Meeting: ECISD Administration Building
Time of Meeting: 10:00 AM
Subject: Progress Meeting # 01
Present: Mark Pool, Superintendent El Campo ISD
 Jeff Balcar El Campo ISD
 David Bright El Campo ISD (absent)
 Malcolm Gaus RWS Architects, Inc. (absent)
 Greg Polasek Polasek Construction, Inc.
 Tyler Williams Polasek Construction, Inc. (absent)
 Kevin Stehling Polasek Construction, Inc.

Distribution: All Attendees

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

Item No.	Item Description	Responsibility	Due Date	Status
1.0 Mtg 1	<u>PREVIOUS ISSUES:</u> 1.02 Discussion held regarding demo of existing canopy. Owner to demo by end of school.	ECISD		Closed
2.0	<u>A. CONSTRUCTION PROGRESS:</u> 1. 2. 3. 4. 5. <u>B. PROJECTED WORK:</u> 1. 2. 3. 4. 5.			



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

**El Campo Independent School District
Myatt / Northside Security Entrance / Canopy**

Project Overview

Meeting Location:	Administration Bldg. El Campo, Texas	Date:	6/12/2014
		Time:	1:30 PM

1. SCHEDULE AND PROGRESS:

A. WORK COMPLETED

1. Field measurements for casework both campuses complete
2. Field measurements for storefront both campuses complete
3. Removal of flagpole at Northside complete
4. Concrete sawing at Northside complete
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

B. PROJECTED WORK:

1. Demolition of existing walks at Northside
2. Install select fill for walks at Northside
3. Begin concrete walk installation
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

2. FIELD ISSUES

A. OUTSTANDING

- 1.

B. CURRENT

- 1.

POLASEK CONSTRUCTION INC.

SUBMITTAL LOG - ECISD Myatt / Northside Security Entrances

June 12, 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						
03300		Concrete	Polasek Construction									
06220	06220-04	Millwork	Victoria Cabinetworks	5/13/2014			5/15/2014		X			Released
08210	08210-03	Wood Doors	H & H Overhead Door	4/29/2014			5/6/2014		X			Released
08715	08715-02	Finish Hardware	H & H Overhead Door	4/29/2014			5/6/2014		X			Released
08715	08715SF-01	Storefront Hardware	H & H Overhead Door	4/29/2014			5/6/2014		X			Released
08913	08913-05	Glass and Glazing	Theut Glass	5/13/2014			5/15/2014		X			Released
09310	09310-06	Ceramic Tile	El Campo Carpet One	5/13/2014			5/15/2014		X			Released
09521	09521-07	AWP	Sealy Comm Constr.	5/13/2014			5/21/2014	X				Released
09678	09678-11	Resilient Base	AECO	5/26/2014			5/28/2014		X			Released
09682	09682-11	Carpet	AECO	5/26/2014			5/28/2014		X			Released
09900	09900-12	Painting	Ideal Finishes	5/26/2014			5/25/2014	X				Released
10401		Graphics	TBD									
10530	10530-13	Alum Canopy	Avadek	5/26/2014			5/24/2014		X			Released
15200	15200-14	Mechanical Insulation	Eldridge A/C	5/26/2014	JSE		5/28/2014		X			Released
15800	15800-14	Air Distribution	Eldridge A/C	5/26/2014	JSE		5/28/2014		X			Released
16420	16420-08M	Light Fixtures	EC Electric	5/13/2014	JSE		5/19/2014		X			Released
16420	16420-09N	Light Fixtures	EC Electric	5/13/2014	JSE		5/19/2014		X			Released
16420	16420-10NC	Light Fixtures	EC Electric	5/13/2014			5/19/2014		X			Released
16720	16740-15M	Intercom System	Firetron	5/26/2014	JSE		5/28/2014		X			Released
16720	16720-16N	Intercom System	Firetron	5/26/2014	JSE		5/28/2014		X			Released
16740	16740-17M	Fire Alarm System	Firetron	5/26/2014	JSE		5/28/2014		X			Released
16740	16740-18N	Fire Alarm System	Firetron	5/26/2014	JSE		5/28/2014		X			Released

CHANGE PROPOSAL REQUEST LOG

Project: Myatt / Northside Security Entrances / Northside Canopy
 Architect: RWS Architects
 Contractor: Polasek Construction, Inc.

EI Campo ISD
 Project No. 1392 Myatt, 1393 Northside, 1394 NS Canopy
 6/12/14



CPR NO.	DATE ISSUED	DESCRIPTION OF CHANGE	DWGS	FUNDING SOURCE ALLOWANCE	DATE PRICING SUBMITTED	DATE PRICING APPROVED	ESTIMATED/ PENDING CPR AMOUNT	APPROVED CPR AMOUNT	CO#	AEA ISSUE DATE	COMMENTS
01											
2											
3											
		TOTALS FOR CPR'S					\$0.00	\$0.00			

SUMMARY (ALLOWANCES)

Graphics - Northside \$ 400.00
 Graphics - Myatt \$ 400.00

TOTAL ALLOWANCE AMOUNT \$ 800.00

CPR TOTAL APPROVED TO DATE \$0.00
 REMAINING BALANCE AFTER APPROVED CPRs \$ 800.00

TOTAL ESTIMATED/ PENDING CPRs \$0.00
 REMAINING BALANCE AFTER PENDING AND APPROVED CPRs \$ 800.00

Agenda Item Summary Sheet (4 B.3)
Meeting Date: June 17, 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. 5 appropriates funds for construction expenditures for the new High School Baseball and Softball Fields Complex. The amendment transfers \$240,827 from the General Fund 199 fund balance to Fund 622 – Building Construction.

This amendment is to pay Application and Certification for Payment No. 9 from Polasek Construction, Inc. The Application was certified by RWS Architects on May 2, 2014 and approved by El Campo Little League.

Ballpark Amendment No. 1 appropriates funds for the Ricebird Stadium Track Repairs & Tennis Court Overlay. The amendment transfers \$228,000 from the General Fund 199 fund balance to Fund 199 Function 81 – Facilities Construction.

Ballpark Amendment No. 2 appropriates funds for Myatt & Northside Elementary Improvements – new Security Entrances, and installation of a new canopy at the Northside campus. The amendment transfers \$377,350 from the General Fund 199 fund balance to Fund 199 Function 81 – Facilities Construction.

ECISD Board Policy

CE (LOCAL), ANNUAL OPERATING BUDGET

Effective Date

May 20, 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.

Nine *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
- Application No. 8 \$149,760.00
- **Application No. 9**
- **TOTAL..... \$1,016,421.01**

Fiscal Impact

These amendments reduce the General Fund 199 fund balanced by (\$846,177).

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 No. 5
- Budget Amendments No. 1 and No. 2

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

June 17, 2014

DATE

2013-14

BUDGET YEAR

TO: Board of Trustees

FROM: David Bright *KMB*
 Assistant Superintendent for Finance

RE: Budget Amendment(s)

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

BALLPARK AMENDMENT #5

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 00 8911 00 000 400000	Transfers Out	\$ 1,017,423	+\$ 240,827	\$ 1,258,250
199 00 3700 00 000 400000	Unassigned Fund Balance	\$ 6,809,607	-\$ 240,827	\$ 6,568,780
622 00 7915 00 000 400000	Transfers In	\$ 1,017,423	+\$ 240,827	\$ 1,258,250
622 81 6629 00 001 499000	Building Construction	\$ 1,017,423	+\$ 240,827	\$ 1,258,250

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

June 17, 2014

DATE

2013/14

BUDGET YEAR

TO: Board of Trustees

FROM: David Bright *KMB*
 Assistant Superintendent for Finance

RE: Budget Amendment(s)

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

BUDGET AMENDMENT #1

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 81 6629 05 001 499000	Track- Improvements	\$ -0-	+\$ 200,000	\$ 200,000
199 81 6629 06 001 499000	Tennis Courts- Improvements	\$ -0-	+\$ 28,000	\$ 28,000
199 00 3700 00 000 400000	Fund Balance	\$ 6,568,780	-\$ 228,000	\$ 6,340,780

Appropriate funds for the Ricebird Stadium Track Repairs & the Tennis Court Overlay; transfer funds from the General Fund Balance.

BUDGET AMENDMENT #2

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 81 6629 01 103 499000	Bldg. Impts.-Northside Canopy	\$ -0-	+\$ 81,848	\$ 81,848
199 81 6629 02 103 499000	Northside- Security Entrance	\$ -0-	+\$ 157,796	\$ 157,796
199 81 6629 03 107 499000	Myatt- Security Entrance	\$ -0-	+\$ 137,706	\$ 137,706
199 00 3700 00 000 400000	Fund Balance	\$ 6,340,780	-\$ 377,350	\$ 5,963,430

Appropriate funds for Myatt & Northside Elementary Improvements – new Security Entrances, and installation of a new canopy at the Northside campus; transfer funds from the General Fund Balance.

Agenda Item Summary Sheet (4 B.4)
Meeting Date: June 17, 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

June 17, 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
05/15/14	8	\$1,069,917.25	\$53,495.86	\$1,016,421.39	\$149,760.38	\$866,661.01	\$1,370,285.61
06/02/14	9	\$1,323,419.25	\$66,170.96	\$1,257,248.29	\$240,826.90	\$1,016,421.39	\$1,129,458.71

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. 9

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 PROJECT: ECISD BASEBALL & SOFTBALL COMPLEX
 P.O. BOX 586
 EL CAMPO, TEXAS

FROM CONTRACTOR: VIA ARCHITECT: RWS ARCHITECTS INC.
 POLASEK CONSTRUCTION INC. 3100 TIMMONS, STE 410
 P.O. BX 64 HOUSTON, TEXAS
 EL CAMPO, TEXAS 77437

CONTRACT FOR: GENERAL CONSTRUCTION CONTRACT DATE: 3/5/2013

APPLICATION NO: #9
 PERIOD TO: 6/2/14
 PROJECT NOS: 1388

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

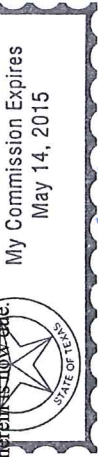
CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	2386707.00
2. Net change by Change Orders	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	2386707.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	1323419.25
5. RETAINAGE:	
a. <u>5</u> % of Completed Work (Column D + E on G703)	\$ 61626.31
b. <u>5</u> % of Stored Material (Column F on G703)	\$ 4544.65
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	66170.96
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	1257248.29
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	1016421.39
8. CURRENT PAYMENT DUE	240826.90
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	1129458.71

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 due to the



CONTRACTOR: POLASEK CONSTRUCTION INC.
 By: *[Signature]* Date: 6/5/14

State of: Texas County of: Wichita
 Subscribed and sworn to before me this 5th day of June, 2014
 Notary Public: Denise Hlavaty
 My Commission expires: 5-14-2015

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 \$ 240826.90

(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: *[Signature]* Date: June 9, 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.

[Handwritten Signature]
 6/9/14

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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APPLICATION DATE: 6/1/14
PERIOD TO: 6/1/14

ARCHITECT'S PROJECT NO: N/A
ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE		D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
		FROM PREVIOUS APPLICATION (D + E)	FROM PREVIOUS APPLICATION (D + E)								
1	DIVISION 1 - GEN. REQUIREMENTS										
2	GENERAL CONDITIONS	\$36,000.00	\$15,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00	50.00%	\$18,000.00	\$900.00
3	INSURANCE	\$7,500.00	\$4,800.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$6,000.00	80.00%	\$1,500.00	\$300.00
4	TESTING / FIELD SURVEYS	\$19,000.00	\$14,150.25	\$0.00	\$0.00	\$0.00	\$0.00	\$14,150.25	74.48%	\$4,849.75	\$707.51
5	CONSTRUCTION MANAGER FEE	\$46,798.00	\$20,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$24,000.00	51.28%	\$22,798.00	\$1,200.00
6	ARCHITECTURAL FEES	\$80,000.00	\$72,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$74,000.00	92.50%	\$6,000.00	\$3,700.00
7	CONSTRUCTION DOC PRINTING	\$1,353.00	\$1,353.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00		\$2,930.00	\$0.00
9	CONTRACTOR CONTINGENCY	\$8,647.00	\$0.00	\$0.00	\$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	\$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	\$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	\$0.00	\$0.00		\$2,500.00	\$0.00
14	EROSION CONTROL	\$3,800.00	\$2,400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$2,800.00	73.68%	\$1,000.00	\$140.00
15	TERMITE CONTROL	\$1,424.00	\$1,424.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,424.00	100.00%	\$0.00	\$71.20
16	CONCRETE WALKS	\$110,085.00	\$0.00	\$26,700.00	\$0.00	\$0.00	\$0.00	\$26,700.00	24.25%	\$83,385.00	\$1,335.00
17	REINFORCING STEEL	\$8,009.00	\$0.00	\$8,009.00	\$0.00	\$0.00	\$0.00	\$8,009.00	100.00%	\$0.00	\$400.45
18	TRANSFORMER PAD / PULL BOX	\$3,600.00	\$3,600.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00		\$13,142.00	\$0.00
20	CHAIN LINK FENCING	\$67,072.00	\$0.00	\$14,000.00	\$0.00	\$0.00	\$0.00	\$14,000.00	20.87%	\$53,072.00	\$700.00
21	BACKSTOP / NETTING	\$45,645.00	\$27,400.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$27,500.00	34.42%	\$52,405.00	\$1,375.00
23	BATTING CAGE FENCE / NETS	\$39,868.00	\$26,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,000.00	65.22%	\$13,868.00	\$1,300.00
24	WINDSCREENS AT BULLPENS	\$3,728.00	\$0.00	\$0.00	\$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	\$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	\$0.00	\$0.00		\$8,166.00	\$0.00
27	FIELD DRAINAGE SYSTEMS	\$35,950.00	\$35,950.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00		\$251,635.00	\$0.00
29	IRRIGATION SYSTEM	\$71,500.00	\$2,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,700.00	3.78%	\$68,800.00	\$135.00
30	PUMP STATION	\$9,800.00	\$9,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,800.00	100.00%	\$0.00	\$490.00
31	GRASS AT COMMONS	\$23,926.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$23,926.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

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APPLICATION DATE: 6/1/14
PERIOD TO: 6/1/14

ARCHITECT'S PROJECT NO: N/A
ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE		D WORK COMPLETED THIS PERIOD		E FROM PREVIOUS APPLICATION (D + E)	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
		SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD							
32	DIVISION 3 - CONCRETE										
33	SITE LIGHTING FOOTINGS	\$2,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$2,200.00	\$0.00
34	CONCESSIONS FOUNDATION	\$22,948.00	\$22,948.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$4,200.00	100.00%	\$0.00	\$210.00
36	DUGOUT / BS FOUNDATIONS	\$61,680.00	\$61,680.00	\$0.00	\$0.00	\$0.00	\$0.00	\$61,680.00	100.00%	\$0.00	\$3,084.00
37	BATTING CAGE FOUNDATION	\$38,424.00	\$38,424.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$30,282.00	100.00%	\$0.00	\$1,514.10
39	DIVISION 4 - MASONRY										
40	CMU REINFORCEMENT	\$4,316.00	\$4,316.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,316.00	100.00%	\$0.00	\$215.80
41	SPEC-BRIK MATERIALS	\$68,000.00	\$68,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,000.00	100.00%	\$0.00	\$3,400.00
42	SPEC-BRIK LABOR	\$54,826.00	\$54,826.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$52,500.00	95.76%	\$2,326.00	\$2,625.00
43	DIVISION 5 METALS										
44	MAIN ENTRY STRUCTURAL STEEL	\$17,345.00	\$17,345.00	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$13,737.00	79.20%	\$3,608.00	\$686.85
45	MISC STEEL / INSTALLATION	\$2,400.00	\$2,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	20.83%	\$1,900.00	\$25.00
46	DIVISION 6 - WOODS & PLASTICS										
47	ROUGH CARPENTRY	\$52,900.00	\$16,300.00	\$13,500.00	\$13,500.00	\$0.00	\$0.00	\$29,800.00	56.33%	\$23,100.00	\$1,490.00
48	WOOD TRUSSES	\$11,045.00	\$11,045.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00		\$8,824.00	\$0.00
50	BATRACKS / HELMET STORAGE	\$3,550.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00		\$1,970.00	\$0.00
53	MASONRY COATINGS	\$10,320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,320.00	\$0.00
54	METAL ROOFING	\$45,103.00	\$15,400.00	\$21,500.00	\$21,500.00	\$0.00	\$0.00	\$36,900.00	81.81%	\$8,203.00	\$1,845.00
55	SEALANTS / CAULKING	\$10,740.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,740.00	\$0.00
56	DIVISION 8 - DOORS & WINDOWS										
57	HOLLOW METAL	\$8,777.00	\$7,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,770.00	88.53%	\$1,007.00	\$388.50
58	CEILING ACCESS DOORS	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$8,658.00	100.00%	\$0.00	\$432.90
60	FINISH HARDWARE	\$4,994.00	\$3,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,800.00	76.09%	\$1,194.00	\$190.00
61	GLASS AND GLAZING	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$500.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

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PERIOD TO: 6/1/14

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G+C)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD						
62	DIVISION 9 - FINISHES									
63	RESILIENT BASE	\$1,277.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	77.86%	\$1,277.00	\$0.00
64	FLOOR SEALER	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$2,000.00	\$0.00
65	PAINTING	\$14,725.00	\$0.00	\$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	\$6,400.00	\$6,400.00	77.86%	\$1,820.00	\$320.00
68	METAL LOUVERS	\$835.00	\$0.00	\$0.00	\$0.00	\$835.00	\$835.00	100.00%	\$0.00	\$41.75
69	FLAGPOLES	\$2,260.00	\$0.00	\$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	\$0.00		\$4,000.00	\$0.00
71	INTERIOR GRAPHICS	\$1,798.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,798.00	\$0.00
72	FIRE EXTINGUISHERS	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00	100.00%	\$0.00	\$30.00
73	TOILET ACCESSORIES	\$2,745.00	\$1,760.00	\$0.00	\$0.00	\$400.00	\$2,160.00	78.69%	\$585.00	\$108.00
74	DIVISION 11 EQUIPMENT									
75	DIVISION 12 FURNISHINGS									
76	CASEWORK / STAINLESS TOPS	\$18,100.00	\$0.00	\$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	\$37,900.00	\$0.00	\$0.00	\$0.00	\$37,900.00	91.27%	\$3,624.00	\$1,895.00
79	BLEACHER ROOF SYSTEM	\$91,580.00	\$0.00	\$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	\$74,000.00	\$74,000.00	50.75%	\$71,820.00	\$3,700.00
81	DIVISION 14 CONVEYING SYSTEMS									
82	DIVISION 15 - PLUMBING									
83	PLUMBING SYSTEMS	\$65,171.00	\$25,400.00	\$0.00	\$19,000.00	\$0.00	\$44,400.00	68.13%	\$20,771.00	\$2,220.00
84	DIVISION 15 - MECH. HVAC									
85	HVAC SYSTEMS	\$4,950.00	\$0.00	\$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	\$0.00	\$16,500.00	100.00%	\$0.00	\$825.00
88	SITE LIGHTING	\$24,695.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$24,695.00	\$0.00
89	SPORT LIGHTING	\$209,900.00	\$185,000.00	\$0.00	\$6,800.00	\$0.00	\$191,800.00	91.38%	\$18,100.00	\$9,590.00

CONTINUATION SHEET

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ECHS Athletic Complex

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90	GENERAL ELECTRICAL	\$139,147.00	\$74,500.00	\$35,000.00	\$0.00	\$109,500.00	\$29,647.00	\$5,475.00
91	PUBLIC ADDRESS SYSTEM	\$26,944.00	\$19,500.00	\$1,500.00	\$0.00	\$21,000.00	\$5,944.00	\$1,050.00
	GRAND TOTALS	\$2,386,707.00	\$1,069,917.25	\$162,609.00	\$90,893.00	\$1,323,419.25	\$1,063,287.75	\$66,170.96

Agenda Item Summary Sheet (4 B.5)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Business and Operations	Consider approval of 2014 Renewal Proposal from Property Causality Alliance of Texas for District Insurance Coverage
Summary	<p>We recently received a proposal from Property Casualty Alliance of Texas (PCAT) to renew our insurance coverage (property, equipment breakdown, general liability, educator's liability, automobile liability, and auto physical damage).</p> <p>We have been a member of the Property Casualty Alliance of Texas (PCAT) for twelve years.</p>
ECISD Board Policy	CK (LOCAL), SAFETY PROGRAM / RISK MANAGEMENT CRB (LEGAL), INSURANCE AND ANNUITIES MANAGEMENT: LIABILITY INSURANCE
Effective Date	September 1, 2014
Previous Board Action	The Board annually considers bids on property and casualty insurance or the option of extending the current policy contract though an interlocal agreement.
Future Action Expected	The Board annually considers bids on property and casualty insurance or the option of extending the current policy contract though an interlocal agreement.
Background Information and Significant Issues	<p>This proposal is for the second year of a two-year rate guarantee, which is not to exceed ten percent. The overall increase is \$4,282; that is a total 2013 premium of \$243,644 to a total 2014 premium of \$247,926.</p> <p>In the past when we have requested bids for our insurance we have had few, if any, local companies to bid.</p>
Fiscal Impact	\$247,926
Student and Public Benefit	Protection of district assets from property loss and or liability claims.

Procedural and Reporting Implications	Complete and return renewal documents
Public Comments	None.
Alternatives	Forego the guaranteed rate and prepare a bid package to secure bids for next year.
Other Comments and Related Issues	North American Solutions is changing the policy year from July 1 – June 30 to September 1 – August 31. Invoice for June – August is for \$42,891.
Attachments	<ul style="list-style-type: none"> • Memorandum from David Bright • PCAT Proposal from <i>North American Solutions</i>
Contact Person(s)	David Bright, Assistant Superintendent of Finance
Action Required	Motion, second and majority vote to approve renewal of property and casualty insurance with Property Casualty Alliance of Texas; North American Solutions, Program Administrator.
Superintendent's Recommendation	<p>I recommend the Board approve the renewal of property and casualty insurance with Property Casualty Alliance of Texas; North American Solutions, Program Administrator as a part of the Consent Agenda.</p> <p>Mark Pool, Superintendent of Schools</p>

June 2, 2014

TO: Mr. Pool
FROM: David Bright
SUBJECT: 2014 Proposal – Property Casualty Alliance of Texas (PCAT)

On May 14, 2014, I received a proposal from Property Casualty Alliance of Texas (PCAT) to renew our insurance coverage of (property, equipment breakdown, general liability, educator’s legal liability, automobile liability, and auto physical damage). The 2014 proposal represents the 2nd year of a two year rate guarantee that PCAT is providing.

According to Kerry Sims the insurance market is not seeing the dramatic increases this year as compared to last year. Last year he indicated that many districts had been hit by hail/wind storms.

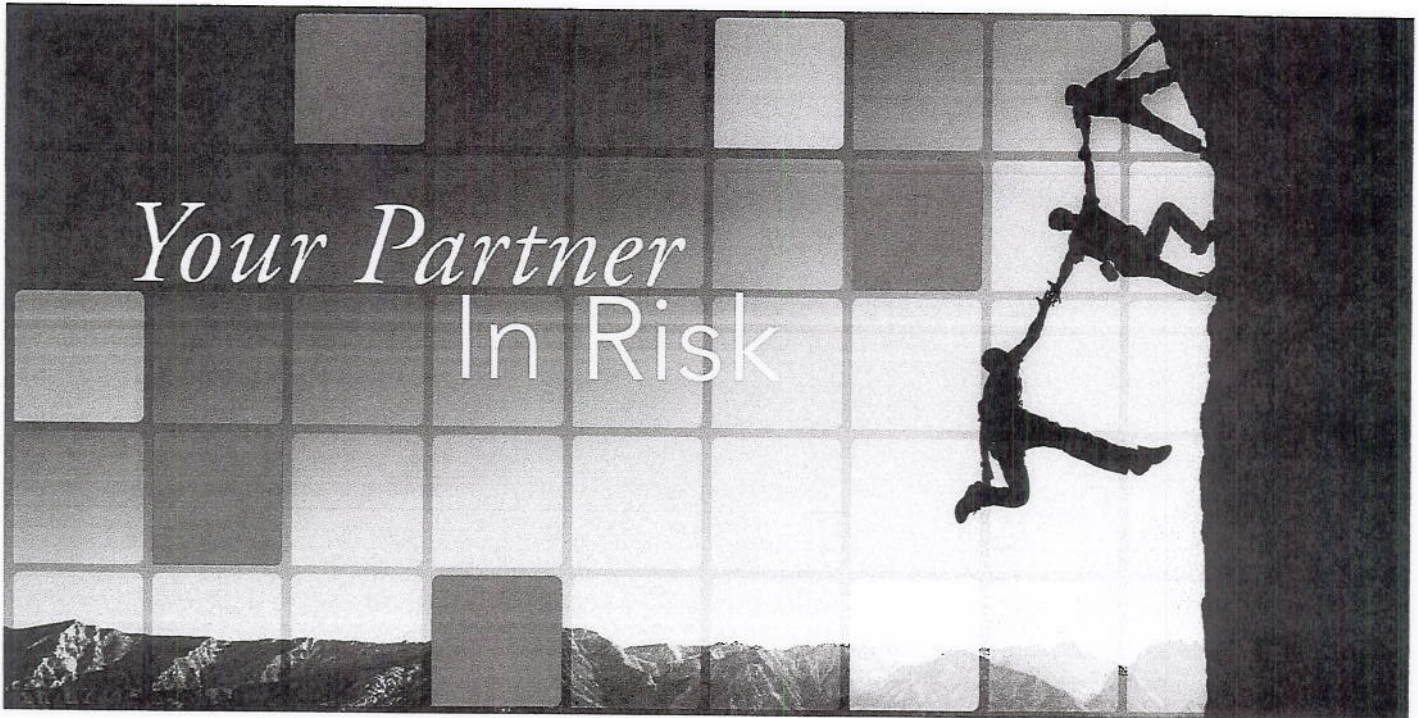
As you know we have been able to keep premiums relatively level over the past few years mainly as a result of lower claims and our long term relationship with PCAT.

Below is a breakdown of the proposed coverage’s compared to the prior year’s rates. The overall increase is \$4,282. Based on our ongoing success with PCAT, I recommend we renew our contract with PCAT.

Insurance Category	<u>2013</u>	<u>2014</u>
Property	\$ 200,639	\$ 204,495
Equipment Breakdown	\$ 5,163	\$ 5,262
General Liability	\$ 1,716	\$ 1,752
Educators Legal Liability	\$ 16,529	\$ 16,879
Automobile Liability	\$ 13,853	\$ 13,852
Automobile Physical Damage	<u>\$ 5,744</u>	<u>\$ 5,686</u>
Total Premium	\$ 243,644	\$ 247,926



Public Entity Risk Management



Property & Casualty Risk Management Proposal

6.30.2014 – 9.1.2014

NAS | North American Solution
12300 Dundee Court, Suite 112
Cypress, TX 77429
877.373.9339
nasrisk.com

El Campo ISD

Member Number: PC241-903
Rate Guarantee: 2 Years (2013 – 2015)
Current Participation Period: 6.30.2014 to 9.1.2014

Property

Values

Buildings	\$	83,188,617
Personal Property (contents)	\$	19,987,518
	\$	103,176,135

Deductibles

All Other Perils, Excluding Wind & Hail	\$	5,000
Wind & Hail	\$	35,000
Flood, excluding Zones Prefixed A or V	\$	100,000

Coverage Type

- Blanket Coverage
- Replacement Cost
- Co-Insurance Penalties Do Not Apply

Additional Property Coverages

Limits

All are Sublimits of the Total Values and are Subject to the Deductibles shown above.

Accounts Receivable	\$	250,000
Arson, Theft and Vandalism Rewards	\$	25,000
Back-up of Sewers, Drains or Sumps	\$	25,000
Building Ordinance or Law – Blanket		
Demolition Cost & Increased Cost of Construction	\$	2,000,000
Loss to Undamaged Portion of the Building		Included
Debris Removal	\$	250,000
Earthquake and Volcanic Eruption	\$	1,000,000
Errors & Omissions	\$	500,000
Extra Expense	\$	2,000,000

Fire Department Service Charge	\$	25,000
Fire Extinguishing Equipment Recharge		Included
Flood – Excluding Zones Prefixed A or V – Annual Aggregate	\$	1,000,000
Foundations and Underground Pipes	\$	100,000
Inventory & Appraisal	\$	25,000
Miscellaneous Unnamed Locations	\$	50,000
Newly Acquired or Constructed Buildings – 180 days	\$	1,000,000
Outdoor Property	\$	2,000,000
Outdoors Trees, Shrubs & Plants	\$	25,000
Personal Effects and Property of Others	\$	100,000
Personal Property at Newly Acquired or Constructed Buildings – 180 days	\$	500,000
Pollution Cleanup and Removal	\$	100,000
Preservation of Property		Included
Spoilage	\$	100,000
Tenant Glass	\$	10,000
Theft Damage to Building		Included
Underground Water Seepage	\$	25,000
Utilities Services – Direct Damage	\$	50,000
Valuable Papers and Records	\$	50,000

Inland Marine Coverages

Deductible Limits

All are Sublimits of the Total Values and are Subject to the Deductibles shown.

Audio Visual Equipment	\$	5,000	\$	100,000
Band Equipment, Uniforms, & Musical Instruments	\$	1,000	\$	500,000
Electronic Data Processing Equipment	\$	5,000	\$	2,000,000
Media & Data				Included
Fine Arts	\$	1,000	\$	25,000
Miscellaneous Equipment	\$	1,000	\$	500,000
Personal Effects and Property of Others – Off Premises	\$	1,000	\$	100,000
Personal Property In Transit	\$	1,000	\$	50,000
Property Off-Premises	\$	1,000	\$	100,000

Crime	Deductible	Limits
Employee Dishonesty	\$ 1,000	\$ 100,000
Money & Securities – Inside Premises	\$ 1,000	\$ 50,000
Money & Securities – Outside Premises	\$ 1,000	\$ 50,000
Fraudulent Instruction	\$ 1,000	\$ 50,000
Forgery & Alteration	\$ 1,000	\$ 50,000

Equipment Breakdown	Deductible	Limits
Equipment Breakdown Limit	\$ 5,000	\$ 100,000,000
Property Damage		Included
Off Premises Property Damage		\$ 25,000
Business Income/Extra Expense/Service Interruption		\$ 1,000,000
Contingent Business Income		\$ 25,000
Perishable Goods		\$ 100,000
Demolition		\$ 100,000
Ordinance or Law		\$ 100,000
Expediting Expenses		\$ 100,000
Hazardous Substances		\$ 100,000
Newly Acquired Locations		\$ 1,000,000
Green		\$ 25,000

General Liability	Deductible	Limits
General Aggregate Limit	\$ 1,000	\$ 1,000,000
Each Occurrence Limit	\$ 1,000	\$ 1,000,000
Damage To Premises Rented To You Limit	\$ 1,000	\$ 500,000
Law Enforcement Liability Limit	\$ 5,000	\$ 1,000,000
Personal and Advertising Injury Limit	\$ 1,000	\$ 1,000,000
Products/Completed Operations Aggregate Limit	\$ 1,000	\$ 1,000,000

Employee Benefit Liability

Deductible Limits

Claims-Made & Reported Form

Retroactive Date: June 30, 2005

Each Employee

\$ 1,000 \$ 1,000,000

Aggregate (Included in General Liability General Aggregate)

Educator's Legal Liability

Deductible Limits

Claims-Made & Reported Form

Retroactive Date: June 30, 2000

Coverage A: Professional Educational Services

\$ 10,000

Each Professional Incident

\$ 1,000,000

Professional Incident Aggregate

\$ 1,000,000

Coverage B: Employment-Practices Liability

\$ 10,000

Each Employment Incident

Combined with Coverage A

Employment Incident Aggregate

Combined with Coverage A

Coverage C: Non-Pecuniary Defense

\$ 10,000

Defense Reimbursement

\$ 100,000

Defense Reimbursement Aggregate

\$ 300,000

Contributions for General Liability, Employee Benefits Liability,
and Educator's Legal Liability are based on the following exposures

# Students	# Employees
3,369	485

Auto Liability

		Deductible	Limits
Bodily Injury – per person	# Vehicles		\$ 100,000
Bodily Injury – per accident	52 Power	\$ 2,000	\$ 300,000
Property Damage – per accident	8 Trailers		\$ 100,000
Non-owned & Hired Liability			BI/PD Limit

Auto Physical Damage

		Deductible	Limits
Comprehensive & Collision Coverage	# Vehicles	\$ 1,000	See Schedule
Actual Cash Value	54		
Newly Acquired Vehicles		\$ 1,000	ACV
Garagekeepers Legal Liability		\$ 1,000	\$ 50,000
Hired Car Physical Damage		\$ 1,000	\$ 100,000

Vehicle Coverage

Automobile Liability and/or Physical Damage coverage is provided for all vehicles as shown on the attached schedule. If changes to your schedule need to be made, advise your PCAT Representative before the beginning of the Participation Period. Adjustments to the schedule will be made and an Amended Auto CCS will be issued. **Any vehicle owned prior to the Participation Period but not on the schedule may not be covered.**

Newly Acquired Vehicles

Vehicles obtained after the beginning of the Participation Period are automatically covered for the same limits and deductibles as other covered vehicles.

Cost Summary

	Deductible	Annual Cost
Property – All Other Perils	\$ 5,000	\$ 204,495
Property – Wind & Hail	\$ 35,000	Included
Auto Liability	\$ 2,000	\$ 13,852
Auto Physical Damage	\$ 1,000	\$ 5,686
Educator's Legal Liability	\$ 10,000	\$ 16,879
General Liability	\$ 1,000	\$ 1,752
Equipment Breakdown	\$ 5,000	\$ 5,262
Crime	\$ 1,000	Included

Total Annual Cost \$ 247,926
(shown for comparison purposes only)

Total Term Cost \$ 42,891
(6.30.2014 – 9.1.2014)

Proposal Conditions

1. The costs shown are annual and will be adjusted with current exposures each year. Please contact your PCAT Representative for alternative quotes.
2. Coverage, limits, deductibles, terms and/or conditions may not comply with any RFP published by the District.
3. Automobile Liability coverage does not extend to 15 Passenger Vans “while transporting students”.
4. This Contribution & Coverage Summary is a summary only. Please consult the PCAT Coverage Documents for a complete explanation of the applicable coverages, conditions and exclusions.
5. All terms and conditions contained in the PCAT Interlocal Agreement and Addendums to the Interlocal Agreement are applicable.



Member Invoice

El Campo ISD
David Bright
700 W. Norris Street
El Campo, TX 77437

Date: May 21, 2014

Member Number: PC214-903
Invoice Number: PC214-903-14A
Payment Terms: Due Upon Receipt

Participation Period	Description	Contribution
06.30.2014-09.01.2014	Property	\$ 35,378.00
06.30.2014-09.01.2014	Equipment Breakdown	\$ 910.00
06.30.2014-09.01.2014	General Liability	\$ 303.00
06.30.2014-09.01.2014	Educators Legal Liability	\$ 2,920.00
06.30.2014-09.01.2014	Automobile Liability	\$ 2,396.00
06.30.2014-09.01.2014	Automobile Physical Damage	\$ 984.00
Total Contribution Due		\$ 42,891.00

Please remit payment with copy of invoice to: PCAT
P.O. Box 2119
Houston, TX 77252-2119

For billing questions, contact: Tina Auge at (800) 880-0291

Thank You!

PCAT Representative:
Kerry Sims
NAS | North American Solutions

Agenda Item Summary Sheet (4 B.7)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda:
Business and Operations

Renewal of Contract with ARAMARK for Food Service Management Services

Summary

All school districts in Texas that contract with a Food Service Management Company under the National School Lunch Program and the School Breakfast Program have the option to annually renew the contract for four one-year terms after the procurement year. ECISD first contracted with ARAMARK Educational Services, Inc. for the 2003-2004 school year and continued to renew the contract in 2004-2005, 2005-2006, 2006-2007, and 2007-2008.

In the Spring of 2008 David Bright went through the process of securing competitive sealed proposals for food services management for the 2008-2009 school year. Of the nine companies that received Request for Proposals, ARAMARK was the only company to submit a bid and we entered into another contract with them.

After going through the procurement process in 2008, the Texas Department of Agriculture required all school districts in the state to complete another procurement process within the next two years. Since David had recently gone through this process we decided that it would be simpler to go ahead and repeat the process with the required changes, so in the Spring of 2009 we bid the contract again.

On April 1, 2009 the District received two Food Service Management bids and the Board approved the proposal submitted by ARAMARK Educational Services, LLC at the regular meeting on April 28, 2009, for the 2009-2010 school year. The contract was subsequently renewed for the 2010-2011, 2011-2012, 2012-2013, and 2013-2014 school years.

Since we were in the fourth year of a four-year term we have once again completed the procurement process for a Food Service Management Company.

ECISD Board Policy

CH (LEGAL), PURCHASING AND ACQUISITION

Effective Date

June 17, 2014

Previous Board Action

The Board approved the original contract with ARAMARK Educational Services, Inc. for the 2003-2004 school year. The contract was renewed annually in 2004-2005, 2005-2006, 2006-2007, and 2007-2008.

In May of 2008 the Board approved a new contract with ARAMARK Educational Services for the 2008-2009 school year; and again in April of 2009 for the 2009-2010 school year.

The contract has subsequently been renewed for 2010-2011, 2011-2012, 2012-2013, and 2013-2014.

Future Action Expected Annual renewal of the contract or procurement of a new contract.

Background Information and Significant Issues Please reference the attached memo from David Bright.

Fiscal Impact Please reference the attached memo from David Bright.

Student and Public Benefit Students receive nutritious meals at a reasonable price that meets all of the requirements of the National School Lunch Program, the School Breakfast Program, and the Texas Department of Agriculture.

The district saves money by outsourcing our food services to a professional management company and does not have to subsidize the food service budget from the General Fund.

Procedural and Reporting Implications Following approval we will complete and submit the Texas Department of Agriculture's *Certificate of Authority for External Users*.

Public Comments None.

Alternatives None.

Other Comments and Related Issues None.

Attachments

- Memorandum from David Bright regarding the Food Service Management Contract

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

Action Required Motion, second and majority vote to approve a new contract with ARAMARK Educational Services, Inc. to provide food service management services to the district for the 2014-2015 school year.

Superintendent's I recommend that you approve a new contract with ARAMARK

Recommendation

Educational Services, Inc. to provide food service management services to the district for the 2014-2015 school year as a part of the Consent Agenda.

Mark Pool, Superintendent of Schools

May 29, 2014

TO: Mark Pool

FROM: David Bright

SUBJECT: **Food Service Management Contract - Recommendation**

As you know, this year we were required to go out and request proposals from Food Service Management Companies (FSMCs) to manage the food service program in our District. On May 23, 2104, we received two proposals from our current provider ARAMARK Education Services, LLC and Prince Food Systems, Inc. Based on the review of the proposals and our continued successful relationship with ARAMARK, I recommend we extend our contract with ARAMARK for the 2014-15 school-year.

Agenda Item Summary Sheet (4 B.8)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Monthly Financial Reports for Month of May

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

May 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 following budget amendments have reduced that amount throughout the year:

- Wireless Enhancements..... \$151,001
- Security Cameras 65,075
- Baseball/Softball Complex 1,017,423
- Special Education Buses..... 102,370
- FFA Project Center Land Acquisition 45,247
- TOTAL \$1,381,116

The current undesignated fund balance is \$6,809,607, or 25.07% of the approved General Fund operating expenditures (as defined in the AEIS Report).

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 80.73% of our amended revenue projections; and expended 76.17% of our amended expenditure estimates.

Compared to the same time last year, our revenue increased by \$265,755 and our expenditures increased by \$2,464,644.

	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%	77.18%	68.40%
May	79.21%	72.77%	77.20%	69.62%	81.11%	71.59%	82.15%	71.53%	80.73%	76.17%
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 \$22,549 giving us a new adjusted levy of \$13,900,969; and we have currently collected \$13,380,773 which amounts to 96.26% of the adjusted levy. This leaves an uncollected balance of \$520,195.

Delinquent collections YTD are \$231,261 plus \$154,811 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%	95.78%
May	95.61%	95.84%	96.26%	96.75%	96.51%	96.26%
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	\$1,064,510	\$18,670,639	\$17,606,129	\$25,218,184	\$43,033,543	\$17,815,359
Expenditures	\$2,405,917	\$20,219,922	\$17,814,005	\$21,360,299	\$41,105,985	\$19,745,686
Balance	(\$1,341,407)	(\$1,549,283)	(\$207,876)	\$3,857,885	\$1,927,558	(\$1,930,327)

Attachments

- Monthly Financial Report – May 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
 June 17, 2014

**Comparison of Revenue and Expenditures
 to the Budget for the General Operating Fund
 9-1-13 to 5-31-14**

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	\$14,585,364	(\$191,558)
<i>State:</i>	\$15,207,443	\$15,207,443	\$9,482,505	(\$5,724,938)
<i>Federal:</i>	\$1,580,846	\$1,580,846	\$1,416,072	(\$164,774)
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<i>Total:</i>	\$31,565,211	\$31,565,211	\$25,483,940	(\$6,081,271)

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	\$32,946,327	\$23,850,989	\$1,244,066	\$25,095,055	\$7,851,272

COMPARISONS TO MAY 31 OF PRIOR YEAR:

	<i>2012-2013</i>	<i>2013-2014</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$25,218,185	\$25,483,940	\$265,755
<i>Expenditures:</i>	\$22,630,411	\$25,095,055	\$2,464,644
<i>Cash Position:</i>	\$13,925,421	\$11,804,447	(\$2,120,974)
PRIOR MONTH CASH POSITION as of 4/30/14:		\$13,157,978	

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	\$1,017,423
Transfer funds to purchase two Special Ed buses from the General Fund Balance	\$102,370
Transfer funds for land acquisition for the proposed FFA Project Center from the General Fund Balance	\$45,247

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	
April-14	\$13,878,419	\$22,549	\$13,900,969	92,665	0.67%	0.60%	\$25,668	\$21,817	\$140,149	
May-14	\$13,878,419	\$22,549	\$13,900,969	66,203	0.48%	0.45%	\$9,562	\$12,166	\$87,930	
Year To Date				13,380,773	96.26%	96.51%	231,261	154,811	\$13,766,846	\$520,195

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-14	Actual Apr-14	Actual May-13	Actual May-14	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	126,868	80,603	53,372	57,585	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	12,349	22,616	8,184	8,355	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	15,948	19,437	8,583	10,728	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	-200	5,375	0	4,652	10,027	
5740	Other Local Sources	5,278	3,305	243,599	3,806	4,248	4,096	3,850	5,859	7,441	3,238	7,110	12,052	295,656	411,402	
5750	Co/Curr Activities	22,571	22,069	18,556	4,595	3,283	2,494	719	26	-992	559	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	159,734	128,541	76,588	80,266	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	138,747	96,900	108,717	92,378	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	967,250	579,551	628,198	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	102,826	102,106	86,839	102,587	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	241,573	1,166,256	775,107	823,163	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	0	4,315	0	0	4,945	142,433	
	Total Federal Rev:	0	283,668	0	4,231	0	0	0	0	0	4,315	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	401,307	1,294,797	851,695	907,744	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	1,721,032	1,694,897	1,618,071	1,737,904	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	263,733	281,119	355,574	262,688	369,547	352,558	389,589	3,427,355	
6300	Supplies & Materials	105,692	87,818	144,296	126,131	148,015	72,797	162,010	193,907	195,472	215,683	127,890	163,244	138,906	1,603,574	
6400	Other Operating	36,999	223,652	23,308	44,324	215,905	57,181	35,112	223,415	83,544	135,917	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	30,570	0	0	30,590	0	66,377	357,734	469,408	
8900	Other Uses/Non Operating	0	0	0	0	454,870	0	192,726	265,311	0	149,760	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	2,405,183	2,658,649	2,252,660	2,532,542	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	-2,003,876	-1,363,852	-1,400,966	-1,624,798	-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	12,187,642	10,823,790	11,551,154	9,198,992	7,999,914	7,354,035	6,226,212		

240	FOOD SERVICE	Actual Sep-13	Actual Oct-13	Actual Nov-13	Actual Dec-13	Actual Jan-14	Actual Feb-14	Actual Mar-14	Actual Apr-14	Actual May-13	Actual May-14	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	1,023	527	0	0	994	3,579
	Foundation Revenue														0
	Lunch	32,163	35,514	28,146	21,567	29,874	30,366	23,007	29,684	26,465	27,314	2,397	0	20,398	243,170
	Breakfast	7,241	8,574	6,646	5,980	6,464	7,296	6,469	7,152	6,644	6,576	844	0	4,537	71,130
	A La Carte	8,563	9,853	8,162	6,740	8,998	10,605	7,420	10,889	8,603	10,274	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	0	1,042	1,140	1,408	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	36,896	48,766	43,874	46,099	5,027	182	30,193	406,632
5800	State Revenue														
5829	Misc St Program Rev.	0	1,046	0	0	0	0	9,685	0	0	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	9,685	0	0	0	0	0	0	9,504
5900	Federal Revenue														
5921	School Breakfast	0	36,071	41,264	33,639	26,664	28,447	33,641	26,732	37,175	37,747	41,672	0	7,437	293,729
5922	National School Lunch	0	102,977	116,069	92,093	77,755	92,659	101,619	80,978	113,436	109,881	127,121	0	24,568	886,331
5923	USDA Donated Com	9,513	9,513	9,513	9,513	9,513	9,513	9,513	9,513	7,195	9,513	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	144,774	117,224	157,806	157,141	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	191,355	165,990	201,680	203,240	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	47,552	45,321	45,269	46,622	56,333	43,036	55,932	536,793
6200	Contracted Services	0	123,608	135,901	111,701	124,026	48,909	110,613	112,214	100,199	109,199	96,090	51,081	26,148	949,540
6300	Supplies & Materials	9,806	20,610	10,007	9,945	10,164	9,720	9,681	9,695	7,678	9,928	7,455	7,757	8,635	90,512
6400	Other Operating	11	165	105	160	55	61	234	42	111	80	159	130	130	1,085
6600	Capital Outlay	0	9,243	0	0	0	0	14,177	0	0	0	0	0	0	0
	Total Expenditures:	48,948	199,318	193,908	172,007	180,739	105,161	182,257	167,272	153,257	165,830	160,037	102,004	90,846	1,577,931
	ENDING BALANCE	8,533	12,765	29,071	26,865	6,500	81,865	90,963	89,681	199,714	127,091	148,070	53,443	66,662	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-14	Actual Apr-14	Actual May-13	Actual May-14	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	18,986	12,062	8,010	8,617	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	1,783	3,051	1,115	1,206	1,153	3,903	1,645	32,730
5719	Pen, Int, & Other	1,158	1,928	1,048	785	1,105	5,166	2,194	2,379	1,207	1,437	1,265	2,658	1,350	20,229
5742	Earnings Fm Temp Dep	92	90	107	166	344	388	394	390	803	410	783	817	456	6,826
	Total Local Rev:	5,417	13,434	175,764	577,702	780,348	188,590	23,357	17,883	11,136	11,671	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:														
7911	Issuance of Bonds	0	0	0	0	0	0	0	0	0	16,179,995				
7916	Issuance of Bonds	0	0	0	0	0	0	0	0	0	1,369,608				
7940	Other Res/Non-Oper Rev	0	0	1,619	0	0	0	0	0	0	-1,619	0	0	0	0
	Total Other Res:	0	0	1,619	0	0	0	0	0	0	17,547,983	0	0	0	0
	Total Revenue:	5,417	13,434	199,573	577,702	780,348	188,590	23,357	17,883	11,136	17,559,655	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	-15,529	0	0	469,384	945,469
6599	Other Debt Fees	0	0	500	0	0	0	400	0	0	282,082	0	0	0	900
8949	Other Uses-Bond Escrow	0	0	0	0	0	0	0	0	0	17,254,997				0
	Total Expenditures:	0	0	500	0	0	751,312	400	0	0	17,521,550	0	0	989,384	1,801,369
	ENDING BALANCE	5,417	18,851	217,924	795,626	1,575,974	1,013,252	1,036,209	1,054,092	1,005,877	1,092,197	1,102,010	1,119,396	136,645	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	616,019	1,478,670	1,064,510	18,670,639	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	2,587,840	2,825,921	2,405,917	20,219,922	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	4,824,091	3,476,840	3,857,885	1,927,557	759,271	36,150	-2,061,204	

Agenda Item Summary Sheet (4 B.9)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Quarterly Investment Report

Summary

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

This information is taken from the Public Funds Investment Act.

ECISD Board Policy

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

Effective Date

May 31, 2014

Previous Board Action

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

Future Action Expected

Next review, September 2014

**Background Information and
Significant Issues**

None.

Fiscal Impact

None.

Student and Public Benefit

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

**Procedural and Reporting
Implications**

None.

Public Comments

None.

Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • <i>ECISD Quarterly Financial Report for Quarter Ending May 31, 2014</i>
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	No Action Required. This is an information report only.
Superintendent's Recommendation	Information only. Mark Pool, Superintendent of Schools



ECISD QUARTERLY INVESTMENT REPORT

For Quarter Ending
May 31, 2014

Submitted June 17, 2014
ECISD Board Meeting

Prepared by David Bright,
Assistant Superintendent for Finance

**El Campo Independent School District
Quarterly Report of Investment Activity
Quarter Ending May 31, 2014**

Introduction

House Bill 2459, which was passed during the 1995 legislative session, amended a section of the Education Code dealing with investments. Code Section 2256.023 as amended requires that the Investment Officer of the District prepare a report of investment activity and position on a quarterly basis. The report that follows covers the period March 1, 2014 to May 31, 2014.

Investment Strategy for all Funds

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

Investment Activity for the Quarter Ending May 31, 2014

Interest from checking accounts at Prosperity Bank totaled:	\$ 11,799.44
Interest earned at TexPOOL for the quarter totaled:	2.55
Interest earned at TexSTAR for the quarter totaled:	<u>.14</u>
Total Interest Earned for the Quarter:	\$ 11,802.13

Diversification of Funds

As a part of the investment policy adopted by the Board, a written investment strategy is required which must describe the investment objective for each fund. One of the priorities listed in Board policy concerns diversification of the investment portfolio. As of May 31, 2014, the District's portfolio held \$11,761,792.83 or 99.64% of available funds with Prosperity Bank, \$38,055.17 or .32% with TexPOOL, and \$4,598.56 or .04% with TexSTAR. The portfolio balance was \$11,804,446.56.

Collateral

In order to protect the District from risk of loss related to uninsured cash balances, the District's depository bank pledges collateral to the District in the form of government securities. On May 31, 2014, securities pledged by the Prosperity State Bank to El Campo ISD had an estimated market value of \$23,394,305.82. With FDIC insurance the District has adequate collateral.

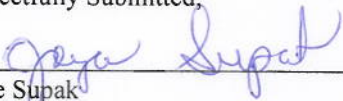
Investment Position at May 31, 2014

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


Investment Officers' Certification

I hereby certify that the following information to the best of my knowledge is a true and accurate description of the investment portfolio of the El Campo Independent School District for the period ending May 31, 2014. All investments are in compliance with the Public Funds Investment Act (HB2459) and local investment policies.

Respectfully Submitted,



Joyce Supak
Investment Officer
El Campo Independent School District



David Bright
Assistant Superintendent for Finance
El Campo Independent School District

**EL CAMPO INDEPENDENT SCHOOL DISTRICT
 QUARTERLY CASH & INVESTMENT REPORT
 March 1, 2014 to May 31, 2014**

Prosperity Bank

Bank Account Balances - Month End

	Mar 14	Apr 14	May 14
Money Market Account	\$10,341,774.94	\$9,485,138.22	\$7,585,075.25
General Fund	\$2,050,802.44	\$2,228,040.56	\$2,579,661.36
General Fund - Investment Account	\$5,153.03	\$5,154.51	\$5,156.04
Payroll	\$38,722.74	\$30,657.70	\$195,773.69
Interest & Sinking	\$1,343,503.01	\$1,366,334.05	\$1,396,126.49
Total	\$13,779,956.16	\$13,115,325.04	\$11,761,792.83

Prosperity Bank

Interest Earned

	Mar 14	Apr 14	May 14
Money Market Account	\$3,371.11	\$2,707.56	\$2,560.79
General Fund	\$580.25	\$607.26	\$613.77
General Fund - Investment Account	\$1.53	\$1.48	\$1.53
Payroll	\$45.46	\$59.02	\$54.89
Interest & Sinking	\$394.02	\$390.46	\$410.31
Total	\$4,392.37	\$3,765.78	\$3,641.29

Investment Pools

Investment Balances - Month End

	Mar 14	Apr 14	May 14
TexPool General Fund Investment Account	\$3,046.11	\$3,046.11	\$3,046.11
TexPool Family Crisis Fund	\$35,007.46	\$35,008.40	\$35,009.06
TexSTAR Debt Service	\$1,101.98	\$1,101.98	\$1,101.98
TexSTAR General	\$3,496.49	\$3,496.53	\$3,496.58
Total	\$42,652.04	\$42,653.02	\$42,653.73

Investment Pools

Investment Interest Earned

	Mar 14	Apr 14	May 14
TexPool General Fund Investment Account	\$0.00	\$0.00	\$0.00
TexPool Family Crisis Fund	\$0.95	\$0.94	\$0.66
TexSTAR Debt Service	\$0.00	\$0.00	\$0.00
TexSTAR General	\$0.05	\$0.04	\$0.05
Total	\$1.00	\$0.98	\$0.71

Comparison of Interest Rates

Average Monthly Rate:

	Prosperity All Accounts	TexPool	TexStar
Sep-13	0.35%	0.0394	0.0390
Oct-13	0.35%	0.0498	0.0434
Nov-13	0.35%	0.0446	0.0405
Dec-13	0.35%	0.0372	0.0357
Jan-14	0.35%	0.0273	0.0303
Feb-14	0.35%	0.0283	0.0318
Mar-14	0.35%	0.0299	0.0400
Apr-14	0.35%	0.0336	0.0379
May-14	0.35%	0.0244	0.0273
Jun-14	0.00%	0.0000	0.0000
Jul-14	0.00%	0.0000	0.0000
Aug-14	0.00%	0.0000	0.0000

TEXPOOL

ANNOUNCEMENTS

We would like to recognize and welcome the following entities who joined the TexPool program in May 2014:

TexPool

Williamson County MUD 12
Williamson County MUD 13
Siena MUD 1
Siena MUD 2

TexPool Prime

Dallas ISD
Goose Creek ISD

Upcoming Events

06/12/14 – 06/15/14
AWBD Conference
Ft. Worth
06/18/14 – 06/20/14
TASBO Summer Conference
Frisco
06/18/14 – 06/20/14
TACCBO Conference
Galveston
07/13/14 – 07/15/2014
TASSCUBO Summer Conference
Austin

TexPool Advisory Board Members

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

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

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

Additional information regarding TexPool is available upon request:

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

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Monthly Newsletter June 2014

Economic and Market Commentary

Month in Cash: Wanted—More Fed governors

June 1, 2014

Companies and hockey teams adapt well to being shorthanded, but when votes are involved or diverse viewpoints are needed, being even one person down can create problems. So it has been for some time now at the Federal Reserve (Fed) as the molasses pace of confirmation has left the central bank short-staffed for months.

It still has three seats out of seven open on its board of governors, nearly a majority, and that's only the case because the Senate confirmed Stanley Fischer to the board the day that governor Jeremy Stein stepped down, Wednesday, May 28.

Considering that the governors of the board make up a majority of the twelve member crucial monetary policy-making Federal Open Market Committee (FOMC) (the others being the presidents of some of the regional Fed banks), three open seats represents a significant shortage that has serious consequences from the standpoint of the U.S. economy, not to mention the world.

Even if new voices on the FOMC didn't alter a particular vote on policy which is still data driven, we at least would get more viewpoints in speeches, in published dissents and in the influential "dots" chart of rising interest rate projections. Certainly the last release of the chart had a major impact on the market in March. Eventually things calmed down and the market deemphasized it, but the dots matrix offered a window into what the entirety of the committee thought. The full complement of policymakers might have pushed it more bullish from the standpoint of rates rising sooner, which we felt was the case. Or it could have had the opposite effect, depending on who those three would have been. Until the rest of the confirmations happen, the dots chart potentially could be skewed. It is an angle that has potential bearing on the world economy.

And the absence of a vice chair after Yellen left that position to lead the Fed has put a vacancy in a key position. Presumably we will have Fischer, former governor of the Bank of Israel, announced as vice chair soon. He adds an element of cautiousness about rates staying too low for too long. Fisher has spoken out on concerns with the QE program, that being able to unwind and control inflation all at the same time after years of stimulation might be a difficult process. That's a different viewpoint. So the more voices on the FOMC, the better balanced the output will be.

In the meantime, there hasn't been much rate change in the marketplace. The London interbank offered rate (Libor) was completely unchanged and Treasury bills were around a basis point lower. We have not altered our weighted average maturity

(continued page 6)

PERFORMANCE AS OF MAY 31, 2014

	TexPool	TexPool Prime
Current Invested Balance	\$15,131,495,410.88	\$993,590,273.32
Weighted Average Maturity (1)*	55 Days	41 Days
Weighted Average Maturity (2)*	87 Days	47 Days
Net Asset Value	1.00005	1.00002
Total Number of Participants	2,312	173
Management Fee on Invested Balance	0.0473%	0.0638%
Interest Distributed	\$327,658.21	\$51,187.29
Management Fee Collected	\$635,465.36	\$57,206.65
Standard & Poor's Current Rating	AAAm	AAAm

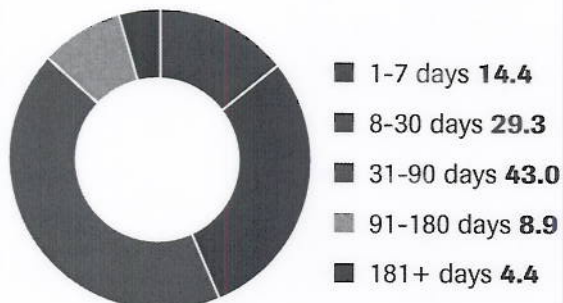
Month Averages

Average Invested Balance	\$15,784,381,783.29	\$1,048,107,275.92
Average Monthly Yield, on a simple basis (3)*	0.02%	0.06%
Average Weighted Average Maturity (1)*	54 Days	44 Days
Average Weighted Average Maturity (2)*	85 Days	51 Days

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

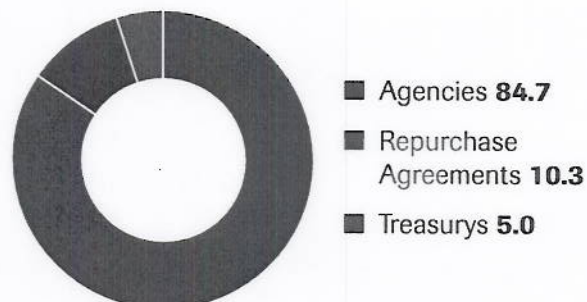
Portfolio by Maturity (%)

As of May 31, 2014



Portfolio by Type of Investment (%)

As of May 31, 2014



PORTFOLIO ASSET SUMMARY AS OF MAY 31, 2014

	Book Value	Market Value
Uninvested Balance	\$9,793.56	\$9,793.56
Receivable for Investments Sold	0.00	0.00
Accrual of Interest Income	7,980,267.59	7,980,267.59
Interest and Management Fees Payable	-327,705.40	-327,705.40
Payable for Investments Purchased	0.00	0.00
Accrued Expenses & Taxes	0.00	0.00
Repurchase Agreements	1,560,830,000.00	1,560,828,550.00
Mutual Fund Investments	0.00	0.00
Government Securities	12,623,209,284.91	12,623,873,353.04
US Treasury Bills	0.00	0.00
US Treasury Notes	939,793,770.22	939,752,458.00
Total	\$15,131,495,410.88	\$15,132,116,716.79

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

PARTICIPANT SUMMARY

	Number of Participants	Balance
School District	574	\$4,762,581,588.11
Higher Education	56	\$1,118,444,931.15
Healthcare	80	\$567,092,307.84
Utility District	712	\$1,933,379,538.09
City	450	\$4,138,087,293.67
County	174	\$1,307,714,058.84
Other	266	\$1,303,277,518.14

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

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

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

Definition of Average Monthly Yield (3)

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

TEXPOOL

DAILY SUMMARY

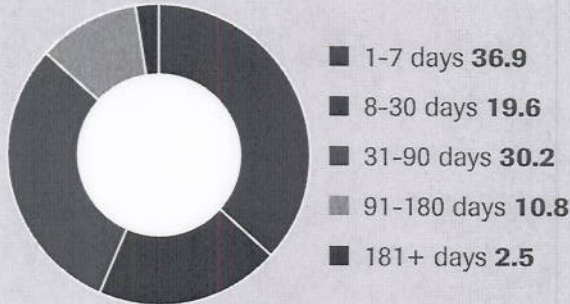
Date	Money Mkt. Fund Equiv. (SEC Std.)	Daily Allocation Factor	TexPool Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
5/1	0.0268%	0.000000735	\$16,202,212,726.33	1.00003	55	86
5/2	0.0274%	0.000000750	\$16,232,078,130.54	1.00005	56	87
5/3	0.0274%	0.000000750	\$16,232,078,130.54	1.00005	56	87
5/4	0.0274%	0.000000750	\$16,232,078,130.54	1.00005	56	87
5/5	0.0257%	0.000000703	\$16,168,529,806.07	1.00005	54	86
5/6	0.0256%	0.000000700	\$16,164,014,469.05	1.00005	53	85
5/7	0.0252%	0.000000690	\$16,138,319,443.01	1.00006	52	84
5/8	0.0252%	0.000000690	\$16,061,590,068.91	1.00005	52	84
5/9	0.0250%	0.000000684	\$16,101,821,875.19	1.00005	51	83
5/10	0.0250%	0.000000684	\$16,101,821,875.19	1.00005	51	83
5/11	0.0250%	0.000000684	\$16,101,821,875.19	1.00005	51	83
5/12	0.0245%	0.000000672	\$16,064,370,434.67	1.00005	49	80
5/13	0.0260%	0.000000713	\$16,064,160,423.35	1.00004	51	81
5/14	0.0250%	0.000000685	\$16,017,089,728.13	1.00005	51	80
5/15	0.0242%	0.000000662	\$15,751,598,591.63	1.00006	55	86
5/16	0.0235%	0.000000643	\$15,732,658,561.02	1.00005	54	86
5/17	0.0235%	0.000000643	\$15,732,658,561.02	1.00005	54	86
5/18	0.0235%	0.000000643	\$15,732,658,561.02	1.00005	54	86
5/19	0.0250%	0.000000684	\$15,653,773,598.58	1.00005	53	83
5/20	0.0242%	0.000000662	\$15,592,043,598.12	1.00005	55	85
5/21	0.0237%	0.000000649	\$15,535,089,833.15	1.00004	56	88
5/22	0.0252%	0.000000690	\$15,400,415,110.69	1.00004	56	88
5/23	0.0228%	0.000000624	\$15,460,297,647.63	1.00004	55	86
5/24	0.0228%	0.000000624	\$15,460,297,647.63	1.00004	55	86
5/25	0.0228%	0.000000624	\$15,460,297,647.63	1.00004	55	86
5/26	0.0228%	0.000000624	\$15,460,297,647.63	1.00004	55	86
5/27	0.0221%	0.000000605	\$15,464,468,476.65	1.00004	52	82
5/28	0.0210%	0.000000574	\$15,387,560,089.91	1.00005	56	87
5/29	0.0218%	0.000000596	\$15,346,741,771.07	1.00005	55	86
5/30	0.0239%	0.000000656	\$15,131,495,410.88	1.00005	55	87
5/31	0.0239%	0.000000656	\$15,131,495,410.88	1.00005	55	87
Average	0.0244%	0.000000669	\$15,784,381,783.29	1.00005	54	85

TEXPOOL PRIME

June 2014

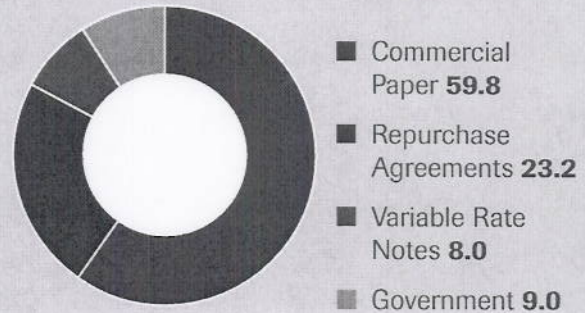
Portfolio by Maturity (%)

As of May 31, 2014



Portfolio by Type of Investment (%)

As of May 31, 2014



PORTFOLIO ASSET SUMMARY AS OF May 31, 2014

	Book Value	Market Value
Uninvested Balance	-\$504.80	-\$504.80
Accrual of Interest Income	269,018.20	269,018.20
Interest and Management Fees Payable	-51,187.38	-51,187.38
Payable for Investments Purchased	0.00	0.00
Accrued Expenses & Taxes	0.00	0.00
Repurchase Agreements	230,516,000.00	230,516,000.00
Commercial Paper	593,277,774.33	593,293,403.00
Bank Instruments	0.00	0.00
Mutual Fund Investments	0.00	0.00
Government Securities	124,679,172.97	124,691,018.00
Variable Rate Notes	44,900,000.00	44,897,178.00
Total	\$993,590,273.32	\$993,614,925.02

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

PARTICIPANT SUMMARY

	Number of Participants	Balance
School District	79	\$504,626,055.39
Higher Education	8	\$47,862,531.12
Healthcare	8	\$8,426,351.07
Utility District	5	\$51,509,064.95
City	34	\$122,843,818.68
County	19	\$140,338,906.46
Other	20	\$117,984,899.13

TEXPOOL PRIME

DAILY SUMMARY						
Date	Money Mkt. Fund Equiv. (SEC Std.)	Daily Allocation Factor	TexPool Prime Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
5/1	0.0589%	0.000001613	\$1,089,801,278.91	0.99998	49	57
5/2	0.0576%	0.000001578	\$1,088,932,469.42	1.00003	49	57
5/3	0.0576%	0.000001578	\$1,088,932,469.42	1.00003	49	57
5/4	0.0576%	0.000001578	\$1,088,932,469.42	1.00003	49	57
5/5	0.0575%	0.000001575	\$1,089,422,949.53	1.00004	49	55
5/6	0.0566%	0.000001552	\$1,088,290,917.43	1.00004	48	55
5/7	0.0583%	0.000001597	\$1,085,586,886.87	1.00004	48	54
5/8	0.0557%	0.000001525	\$1,058,313,678.55	1.00004	48	55
5/9	0.0565%	0.000001547	\$1,053,293,493.42	1.00003	48	55
5/10	0.0565%	0.000001547	\$1,053,293,493.42	1.00003	48	55
5/11	0.0565%	0.000001547	\$1,053,293,493.42	1.00003	48	55
5/12	0.0507%	0.000001390	\$1,091,133,156.72	1.00004	44	50
5/13	0.0580%	0.000001590	\$1,087,024,102.92	1.00004	43	50
5/14	0.0548%	0.000001501	\$1,078,686,867.27	1.00003	44	51
5/15	0.0533%	0.000001461	\$1,066,287,473.28	1.00004	44	50
5/16	0.0561%	0.000001538	\$1,025,751,327.19	1.00003	45	52
5/17	0.0561%	0.000001538	\$1,025,751,327.19	1.00003	45	52
5/18	0.0561%	0.000001538	\$1,025,751,327.19	1.00003	45	52
5/19	0.0604%	0.000001656	\$1,023,749,802.99	1.00003	43	49
5/20	0.0543%	0.000001487	\$1,029,184,262.64	1.00003	42	48
5/21	0.0561%	0.000001536	\$1,024,846,158.84	1.00002	42	48
5/22	0.0553%	0.000001514	\$1,026,678,407.47	1.00003	41	47
5/23	0.0567%	0.000001553	\$1,021,989,843.79	1.00002	41	47
5/24	0.0567%	0.000001553	\$1,021,989,843.79	1.00002	41	47
5/25	0.0567%	0.000001553	\$1,021,989,843.79	1.00002	41	47
5/26	0.0567%	0.000001553	\$1,021,989,843.79	1.00002	41	47
5/27	0.0611%	0.000001675	\$1,020,810,601.50	1.00002	38	43
5/28	0.0588%	0.000001611	\$1,029,343,350.66	1.00003	37	42
5/29	0.0645%	0.000001766	\$1,023,093,866.13	1.00003	40	46
5/30	0.0665%	0.000001822	\$993,590,273.32	1.00002	41	47
5/31	0.0665%	0.000001822	\$993,590,273.32	1.00002	41	47
Average	0.0576%	0.000001577	\$1,048,107,275.92	1.00003	44	51

TEXPOOL

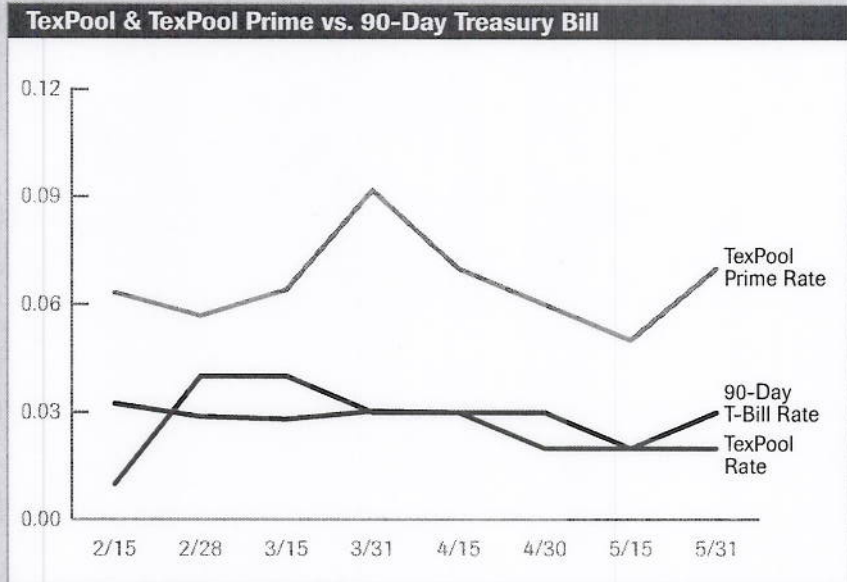
Participant Services
1001 Texas Ave. 14th Floor
Houston, TX 77002

(continued from page 1)

(WAM) targets at this point because the yield curve has not changed based on any kind of expectations of future tightening at this point.

Repo continues to be driven by the overnight fixed-rate reverse repo facility from the New York Fed at five basis points. Probably over the course of the last month we have seen more people going to this and abandoning at least some of their traditional counterparts to a larger degree than we had in the past. We haven't seen major players leave the repo market, but certainly the banking regulations and how they are impacted by capital, leverage and liquidity requirements is allowing them to reduce their book and the Fed is taking over some of that supply.

Still supply remains an issue. The New York Fed puts out \$180-\$200 billion per day pretty steadily and with the taper reducing the Fed's asset purchases down to \$45 billion a month from \$85, we have an additional \$40 billion each month. That should be a lot, but offsetting it has been the cutback in Treasury supply in the month of April and continuing into the month of May because of strong tax receipts that the Treasury received. So supply is not as great as it seems when you first look at it.



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

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



Monthly Newsletter - May 2014

Performance

As of May 31, 2014

Current Invested Balance	\$5,188,136,060.86
Weighted Average Maturity (1)	51 Days
Weighted Average Maturity (2)	77 Days
Net Asset Value	1.000034
Total Number of Participants	786
Management Fee on Invested Balance	0.05%*
Interest Distributed	\$347,133.83
Management Fee Collected	\$224,527.83
% of Portfolio Invested Beyond 1 Year	5.32%
Standard & Poor's Current Rating	AAAm

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

May Averages

Average Invested Balance	\$5,287,123,448.16
Average Monthly Yield, on a simple basis	0.0273%
Average Weighted Average Maturity (1)*	52 Days
Average Weighted Average Maturity (2)*	74 Days

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

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

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

New Participants

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

★ Harris County Improvement District No. 9 ★ McGregor Economic Development Corp.

Holiday Reminder

In observance of **Independence Day**, TexSTAR will be closed on **Friday, July 4, 2014**. All ACH transactions initiated on Thursday, July 3rd will settle on Monday, July 7th. Notification of any early transaction deadlines on the business day preceding this holiday will be sent by email to the primary contact on file for all TexSTAR participants. Please plan accordingly for your liquidity needs.

Economic Commentary

May was another positive month for fixed income markets, as Treasury yields continued to rally and spreads tightened. Global equity markets generally ended higher as well with the S&P 500 Index increasing 2.1%, marking its biggest monthly advance since February. Despite improving fundamentals in many sectors of the U.S. economy, Treasury yields declined during the month as the Federal Reserve remained committed to its accommodative policies. Demand for fixed income broadly remained very strong while, for most sectors, issuance was down from the same period last year. In Europe, the deflationary environment along with lackluster economic data heightened expectations that the ECB will take further action at its June meeting by cutting the official policy rate and instituting a negative deposit rate. As anticipation remained high for what measures the ECB might take, government bond yields continued to decline to hit record lows.

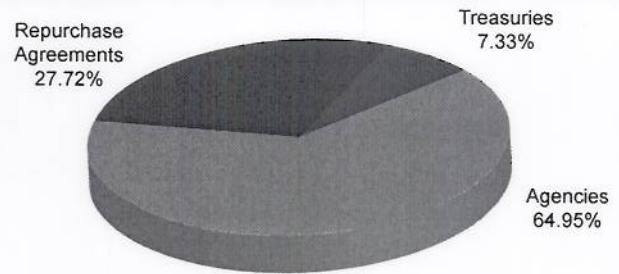
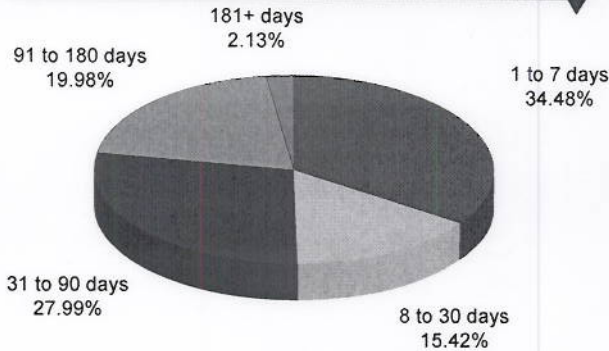
The global economy appears to be gaining some modest momentum, which is expected to carry through the remainder of the year. Some broadening of economic fundamentals is being seen and the U.S. is positioned to achieve more sustainable but modest growth in the second half of this year into 2015. It is expected that this will be sufficient to encourage an acceleration of business investment as excess capacity is gradually reduced. The housing market remains mired in both structural and cyclical headwinds that will prevent it from providing any material tailwind to growth. The predicted forecast of a 5% improvement in the residential component of GDP for 2014 is more reflective of organic demand rather than speculative investing and seems attainable given the uptick in housing activity and marginally less restrictive financing availability. Inflation should remain fairly muted, although it is expected to rise slowly as the output gap closes. Deflationary impulses are beginning to abate and trend inflation is starting to accelerate. The sustainability of price pressures will eventually become a function of wage growth, which should be gradual. While stronger increases in payrolls will create pockets of labor shortages, broad potential labor supply will keep wages from accelerating too quickly. In this environment, the Fed is expected to continue to reduce accommodation at a measured pace. Asset purchases are on a preset course to be tapered, with purchases concluding by the end of the year. Economic momentum and a gradual improvement in inflation should be sufficient for policy normalization to occur in 2015.

This information is an excerpt from an economic report dated May 2014 provided to TexSTAR by J.P. Morgan Asset Management, Inc., the investment manager of the TexSTAR pool.

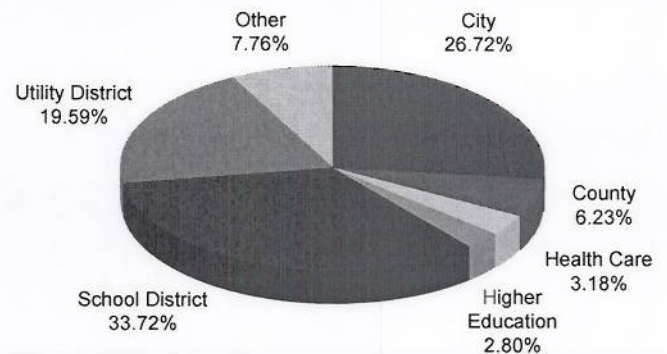
For more information about TexSTAR, please visit our web site at www.texstar.org.

Information at a Glance

Portfolio by Type of Investment As of May 31, 2014



Portfolio by Maturity As of May 31, 2014



Distribution of Participants by Type As of May 31, 2014

Historical Program Information

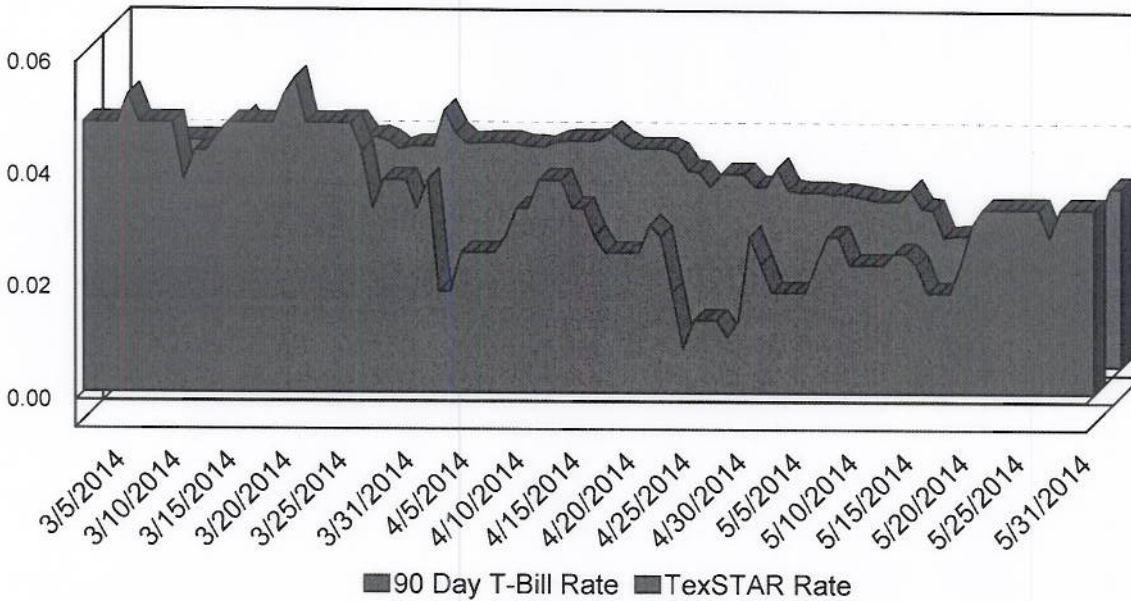
Month	Average Rate	Book Value	Market Value	Net Asset Value	WAM (1)*	WAM (2)*	Number of Participants
May 14	0.0273%	\$5,188,136,060.86	\$5,188,307,944.39	1.000034	52	74	786
Apr 14	0.0379%	5,297,751,521.64	5,298,035,810.85	1.000053	51	71	784
Mar 14	0.0400%	5,447,221,784.71	5,447,546,676.56	1.000059	51	66	784
Feb 14	0.0318%	5,890,162,246.46	5,890,513,830.50	1.000066	49	65	783
Jan 14	0.0303%	5,518,659,649.58	5,518,895,897.21	1.000048	49	64	781
Dec 13	0.0357%	4,749,571,555.83	4,749,808,699.35	1.000050	52	65	781
Nov 13	0.0405%	4,358,778,907.03	4,358,933,052.64	1.000035	52	63	781
Oct 13	0.0434%	4,549,543,382.92	4,549,816,768.31	1.000060	52	63	781
Sep 13	0.0390%	4,545,216,845.55	4,545,590,808.40	1.000082	52	64	781
Aug 13	0.0474%	4,682,919,318.35	4,683,351,916.02	1.000091	52	59	777
Jul 13	0.0487%	4,833,856,137.70	4,834,318,370.27	1.000095	52	56	776
Jun 13	0.0614%	5,173,585,142.53	5,173,948,421.52	1.000070	54	58	775

Portfolio Asset Summary as of May 31, 2014

	Book Value	Market Value
Uninvested Balance	\$ 473.97	\$ 473.97
Accrual of Interest Income	1,695,568.90	1,695,568.90
Interest and Management Fees Payable	(502,096.15)	(502,096.15)
Payable for Investment Purchased	(74,993,329.25)	(74,993,329.25)
Repurchase Agreement	1,458,577,000.00	1,458,577,000.00
Government Securities	3,803,358,443.39	3,803,530,326.92
Total	\$ 5,188,136,060.86	\$ 5,188,307,944.39

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

TexSTAR versus 90-Day Treasury Bill



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

Daily Summary for May 2014

Date	Mny Mkt Fund Equiv. [SEC Std.]	Daily Allocation Factor	TexSTAR Invested Balance	Market Value Per Share	WAM Days (1)*	WAM Days (2)*
5/1/2014	0.0315%	0.000000864	\$5,337,423,400.82	1.000053	53	74
5/2/2014	0.0311%	0.000000852	\$5,314,419,716.31	1.000052	51	72
5/3/2014	0.0311%	0.000000852	\$5,314,419,716.31	1.000052	51	72
5/4/2014	0.0311%	0.000000852	\$5,314,419,716.31	1.000052	51	72
5/5/2014	0.0307%	0.000000842	\$5,288,634,838.92	1.000046	51	72
5/6/2014	0.0308%	0.000000845	\$5,319,833,532.89	1.000046	53	74
5/7/2014	0.0304%	0.000000833	\$5,275,562,323.48	1.000051	53	74
5/8/2014	0.0301%	0.000000824	\$5,317,383,162.35	1.000051	52	73
5/9/2014	0.0296%	0.000000810	\$5,355,836,478.85	1.000047	51	72
5/10/2014	0.0296%	0.000000810	\$5,355,836,478.85	1.000047	50	71
5/11/2014	0.0296%	0.000000810	\$5,355,836,478.85	1.000047	50	70
5/12/2014	0.0316%	0.000000866	\$5,442,224,746.88	1.000042	50	69
5/13/2014	0.0283%	0.000000774	\$5,472,206,558.92	1.000038	53	72
5/14/2014	0.0280%	0.000000767	\$5,442,451,894.78	1.000041	54	74
5/15/2014	0.0231%	0.000000634	\$5,326,776,075.45	1.000048	55	75
5/16/2014	0.0234%	0.000000640	\$5,272,082,829.61	1.000046	54	74
5/17/2014	0.0234%	0.000000640	\$5,272,082,829.61	1.000046	54	74
5/18/2014	0.0234%	0.000000640	\$5,272,082,829.61	1.000046	54	74
5/19/2014	0.0234%	0.000000642	\$5,256,723,140.16	1.000041	53	73
5/20/2014	0.0236%	0.000000647	\$5,204,419,121.74	1.000049	53	76
5/21/2014	0.0237%	0.000000648	\$5,184,424,714.23	1.000033	54	77
5/22/2014	0.0234%	0.000000640	\$5,250,937,794.29	1.000037	53	75
5/23/2014	0.0241%	0.000000660	\$5,251,214,716.94	1.000035	50	73
5/24/2014	0.0241%	0.000000660	\$5,251,214,716.94	1.000035	50	73
5/25/2014	0.0241%	0.000000660	\$5,251,214,716.94	1.000035	50	73
5/26/2014	0.0241%	0.000000660	\$5,251,214,716.94	1.000035	50	73
5/27/2014	0.0240%	0.000000657	\$5,207,870,281.97	1.000037	52	73
5/28/2014	0.0242%	0.000000664	\$5,186,816,863.53	1.000040	53	75
5/29/2014	0.0266%	0.000000730	\$5,178,990,378.81	1.000038	53	79
5/30/2014	0.0320%	0.000000876	\$5,188,136,060.86	1.000034	51	77
5/31/2014	0.0320%	0.000000876	\$5,188,136,060.86	1.000034	51	77
Average	0.0273%	0.000000748	\$5,287,123,448.16		52	74

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



TexSTAR Board Members

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

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

FirstSouthwest 

J.P.Morgan
Asset Management

Agenda Item Summary Sheet (4 B.10)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Checks Written – May 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

May 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
May	\$758,644.83	\$620,111.02	\$891,849.50	\$894,796.41	\$781,180.01
June	\$718,912.56	\$736,989.79	\$751,699.54	\$1,003,320.40	\$890,561.40
Total	\$7,129,784.57	\$6,322,063.02	\$5,877,275.74	\$6,543,675.64	\$7,053,321.91
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 May 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 C.1)
Meeting Date: June 17, 2013
Submitted by: Mark Pool, Superintendent

Informational Item

Consent Agenda: Personnel	Review Administrator Certification of PDAS Performance Evaluations and Summative Conferences
Summary	<p>District Goal No. 2 as adopted by the ECISD Board of Trustees is to have effective personnel. The Board Monitoring System requires that the district provide every employee ongoing annual feedback that creates opportunities for recognizing excellence, developing skills and leadership and retains high performing staff in every job position. To monitor this objective the Board has requested the administration provide a report of the outcomes of personnel assessment metrics.</p> <p>This year, for the first time, we required that all teacher performance evaluations be completed in a digital format so that we could generate district reports. The system provides a way to certify that employees received a summative evaluation at the end of the year with required “electronic” signatures of both the employee and their evaluator. We have not monitored this in the past due to the amount of time and human resources required to do so.</p>
ECISD Board Policy	DNA (LEGAL) / (LOCAL) – PERFORMANCE APPRAISAL, EVALUATION OF TEACHERS
Effective Date	June 17, 2013
Previous Board Action	On March 19, 2013, the Board approved the Board Monitoring System as means of measuring local accountability.
Future Action Expected	The Board will annually review summary data from the teacher evaluation system.
Background Information and Significant Issues	<p>The new system that allows us to monitor the appraisal process and collect data has brought some things to our attention that need to be addressed.</p> <p>According to state statute, a written summative annual appraisal report shall be shared with the teacher no later than five working days before the summative conference; and unless waived in writing by the teacher, a summative conference shall be held within a time frame specified on the District calendar and no later than 15 working days before the last day of instruction for students. (For this school year that would have been May 15th.) We had a number of employees that had not “electronically” signed their summative annual appraisal report prior to May 15th. There are ten summative appraisal reports that still have not been signed.</p>

Some of the reasons for the unsigned documents may include:

- Although in practice we have asked that every teacher be evaluated every year, according to policy some teachers may qualify for less-than-annual evaluations. If teachers meet the following criteria by policy they are only required to be evaluated once every five years:
 - Employed under an educator term contract;
 - Hold SBEC certification;
 - Have received a Proficient rating on the last three consecutive appraisals;
 - Have served in the current teaching assignment for at least one year; and
 - Have served on the current campus for at least one year.
- However, LOCAL policy does require that in the years that a PDAS appraisal is not scheduled for an eligible teacher, the District shall conduct an annual review in accordance with a process developed by the District- and campus-level decision-making committees. The annual process shall produce a written document to be presented to the teacher, signed by the teacher and supervisor, and maintained in the personnel file; but the regular procedures and requirements shall not apply to this annual review process.
- Finally, according to LEGAL policy a summative conference can be waived in writing by the teacher.

Fiscal Impact

None.

Student and Public Benefit

An effective personnel evaluation process helps to ensure that we have the effective personnel in all positions.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

With the things that have come to light this year, I would like for the Board to consider some changes to our LOCAL policy regarding evaluation of personnel:

- Every teacher receives a formal summative evaluation every year using the PDAS (or other state or locally developed system). Right now some teachers are eligible to be formally evaluated less frequently—once every five years.
- Teachers must meet established criteria to be able to waive their summative conference; e.g., an overall rating of Exceeds

Expectations for at least three consecutive years; completely certified in area of assignment; employed under a term (non-probationary) contract; served in the current teaching assignment for at least one year; served on the current campus for at least one year.

- Minimum of at least two formal observations and five walk throughs each year for all teachers with less than an overall Exceeding Expectations rating.

Attachments

None.

Contact Person(s)

Mark Pool, Superintendent of Schools
Kelly Waters, Assistant Superintendent of Curriculum and Instruction
Terese Faas, Human Resources Coordinator

Action Required

No action required.

Superintendent's Recommendation

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

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

Informational Item

**Consent Agenda:
Personnel**

Review PDAS Summative Analysis

Summary

District Goal No. 2 as adopted by the ECISD Board of Trustees is to have effective personnel. The Board Monitoring System requires that the district provide every employee ongoing annual feedback that creates opportunities for recognizing excellence, developing skills and leadership and retains high performing staff in every job position. To monitor this objective the Board has requested the administration provide a report of the outcomes of personnel assessment metrics.

This year, for the first time, we required that all teacher performance evaluations be completed in a digital format so that we could generate district reports. The system provides a way to analysis data from the teacher evaluation process. We have not monitored this in the past due to the amount of time and human resources required to do so.

ECISD Board Policy

DNA (LEGAL) / (LOCAL) – PERFORMANCE APPRAISAL,
EVALUATION OF TEACHERS

Effective Date

June 17, 2013

Previous Board Action

On March 19, 2013, the Board approved the Board Monitoring System as means of measuring local accountability.

Future Action Expected

The Board will annually review summary data from the teacher evaluation system.

**Background Information
and Significant Issues**

The district currently uses the Professional Development and Appraisal System (PDAS) for our teacher evaluation process. PDAS remains in place as the State's approved instrument for appraising teachers and identifying areas that would benefit from staff development. Cornerstones of the process include a minimum of one 45-minute observation and completion of the Teacher Self-Report form.

PDAS includes 51 criteria within eight domains reflecting the Proficiencies for Learner-Centered Instruction adopted in 1997 by the State Board for Educator Certification. The domains are:

1. Active, Successful Student Participation in the Learning Process;
2. Learner-centered Instruction;
3. Evaluation and feedback on Student Progress;
4. Management of Student Discipline, Instructional Strategies, Time/Materials;
5. Professional Communication;
6. Professional Development;

7. Compliance with Policies, Operating Procedures and Requirements; and
8. Improvement of All Students' Academic Performance

Each of the 51 criteria are scored as:

- Exceeds Expectations (5 points)
- Proficient (3 points)
- Below Expectations (1 point)
- Unsatisfactory (zero points)

I have attached the Professional Development and Appraisal System Appraisal Framework that is a rubric for scoring each of the criteria in each domain.

Scores from the criteria in each domain are totaled to provide a Domain score. (Each domain has a score range for each of the four ratings; e.g. 20-25 Exceeds Expectations; 12-19 Proficient; 4-11 Below Expectations; and 0-3 Unsatisfactory. These ranges change from domain to domain depending on the number of criteria in any given domain.)

I have also attached our District Summative Report that gives you an idea of how the teachers on each campus scored in each Domain.

Fiscal Impact	None.
Student and Public Benefit	An effective personnel evaluation process helps to ensure that we have the effective personnel in all positions.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	With the caveat that the state assessment system is only one indicator of student achievement, there still seems to be some disconnect between our teacher evaluation system and student performance. The data clearly shows that almost all of our teachers rate as Proficient, with most Exceeding Expectations, on all domains of the PDAS; yet our students for the most part consistently score below the state in the percentage of students mastering the various state assessments. This basically infers that our lack of student performance is he student's fault. We must reach a point where we accept ownership of students' academic performance. Changing our attitude and approach to personnel evaluation is one step toward that end.

Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of Schools Kelly Waters, Assistant Superintendent of Curriculum and Instruction
Action Required	No action required.
Superintendent's Recommendation	This is an informational report only. Mark Pool, Superintendent of Schools

PROFESSIONAL DEVELOPMENT AND APPRAISAL SYSTEM
APPRAISAL FRAMEWORK

Domain I: Active, Successful Student Participation in the Learning Process			
<i>Evaluation Dimensions:</i>			
a. Quantity and quality of active student participation in the learning process is evident.			
b. Students are challenged by instruction and make connections to work and life applications, both within the discipline and with other disciplines.			
EVALUATION CRITERIA			
<i>Exceeds Expectations</i>	<i>Proficient</i>	<i>Below Expectations</i>	<i>Unsatisfactory</i>
<p>ALMOST ALL OF THE</p> <ol style="list-style-type: none"> 1. Students are actively engaged in learning. 2. Students are successful in learning. 3. Student behaviors indicate learning is at a high cognitive level (e.g., critical thinking, creative thinking, problem solving, etc.). 4. Students are self-directed/self-initiated as appropriate to the lesson objectives. 5. Students are connecting learning to work and life applications, both within the discipline and with other disciplines. 	<p>MOST OF THE</p> <ol style="list-style-type: none"> 1. Students are actively engaged in learning. 2. Students are successful in learning. 3. Student behaviors indicate learning is at a high cognitive level (e.g., critical thinking, creative thinking, problem solving, etc.). 4. Students are self-directed/self-initiated as appropriate to the lesson objectives. 5. Students are connecting learning to work and life applications, both within the discipline and with other disciplines. 	<p>SOME OF THE</p> <ol style="list-style-type: none"> 1. Students are actively engaged in learning. 2. Students are successful in learning. 3. Student behaviors indicate learning is at a high cognitive level (e.g., critical thinking, creative thinking, problem solving, etc.). 4. Students are self-directed/self-initiated as appropriate to the lesson objectives. 5. Students are connecting learning to work and life applications, both within the discipline and with other disciplines. 	<p>LESS THAN HALF OF THE</p> <ol style="list-style-type: none"> 1. Students are actively engaged in learning. 2. Students are successful in learning. 3. Student behaviors indicate learning is at a high cognitive level (e.g., critical thinking, creative thinking, problem solving, etc.). 4. Students are self-directed/self-initiated as appropriate to the lesson objectives. 5. Students are connecting learning to work and life applications, both within the discipline and with other disciplines.

Domain II: Learner-Centered Instruction

Evaluation Dimensions:

- a. The instructional content is based on appropriate goals and objectives.
- b. The instructional content includes basic knowledge and skills, as well as central themes and concepts, both within the discipline and with other disciplines.
- c. The instructional strategies are aligned with learning objectives and activities, student needs, and work and life applications, both within the discipline and with other disciplines.
- d. The instructional strategies promote application of learning through critical thinking and problem solving.
- e. The teacher uses appropriate motivational and instructional strategies which successfully and actively engage students in the learning process.

EVALUATION CRITERIA

<i>Exceeds Expectations</i>	<i>Proficient</i>	<i>Below Expectations</i>	<i>Unsatisfactory</i>
ALMOST ALL OF THE TIME	MOST OF THE TIME	SOME OF THE TIME	LESS THAN HALF OF THE TIME
<ol style="list-style-type: none"> 1. Objectives and goals include basic knowledge/skills and central themes/concepts of the discipline. 2. Instructional content is learner-centered (e.g., relates to the interests and varied characteristics of students). 3. Instructional strategies promote critical thinking and problem solving. 4. Instructional strategies include motivational techniques to successfully and actively engage students in the learning process. 5. Instructional strategies are aligned with the objectives, activities, student characteristics, prior learning, and work and life applications, both within the discipline and with other disciplines. 6. The teacher varies activities appropriately and maintains appropriate pacing and sequencing of instruction. 	<ol style="list-style-type: none"> 1. Objectives and goals include basic knowledge/skills and central themes/concepts of the discipline. 2. Instructional content is learner-centered (e.g., relates to the interests and varied characteristics of students). 3. Instructional strategies promote critical thinking and problem solving. 4. Instructional strategies include motivational techniques to successfully and actively engage students in the learning process. 5. Instructional strategies are aligned with the objectives, activities, student characteristics, prior learning, and work and life applications, both within the discipline and with other disciplines. 6. The teacher varies activities appropriately and maintains appropriate pacing and sequencing of instruction. 	<ol style="list-style-type: none"> 1. Objectives and goals include basic knowledge/skills and central themes/concepts of the discipline. 2. Instructional content is learner-centered (e.g., relates to the interests and varied characteristics of students). 3. Instructional strategies promote critical thinking and problem solving. 4. Instructional strategies include motivational techniques to successfully and actively engage students in the learning process. 5. Instructional strategies are aligned with the objectives, activities, student characteristics, prior learning, and work and life applications, both within the discipline and with other disciplines. 6. The teacher varies activities appropriately and maintains appropriate pacing and sequencing of instruction. 	<ol style="list-style-type: none"> 1. Objectives and goals include basic knowledge/skills and central themes/concepts of the discipline. 2. Instructional content is learner-centered (e.g., relates to the interests and varied characteristics of students). 3. Instructional strategies promote critical thinking and problem solving. 4. Instructional strategies include motivational techniques to successfully and actively engage students in the learning process. 5. Instructional strategies are aligned with the objectives, activities, student characteristics, prior learning, and work and life applications, both within the discipline and with other disciplines. 6. The teacher varies activities appropriately and maintains appropriate pacing and sequencing of instruction.

Domain II: Learner-Centered Instruction, continued

<p>7. The teacher emphasizes the value and importance of the activity/content.</p> <p>8. The teacher uses appropriate questioning and inquiry techniques to challenge students.</p> <p>9. The teacher makes appropriate and effective use of available technology as a part of the instructional process.</p>	<p>7. The teacher emphasizes the value and importance of the activity/content.</p> <p>8. The teacher uses appropriate questioning and inquiry techniques to challenge students.</p> <p>9. The teacher makes appropriate and effective use of available technology as a part of the instructional process.</p>	<p>7. The teacher emphasizes the value and importance of the activity/content.</p> <p>8. The teacher uses appropriate questioning and inquiry techniques to challenge students.</p> <p>9. The teacher makes appropriate and effective use of available technology as a part of the instructional process.</p>	<p>7. The teacher emphasizes the value and importance of the activity/content.</p> <p>8. The teacher uses appropriate questioning and inquiry techniques to challenge students.</p> <p>9. The teacher makes appropriate and effective use of available technology as a part of the instructional process.</p>
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Domain III: Evaluation and Feedback on Student Progress

Evaluation Dimensions:

- a. The teacher aligns assessment and feedback with goals and objectives and instructional strategies.
- b. The teacher uses a variety of evaluation and feedback strategies which are appropriate to the varied characteristics of the students.

EVALUATION CRITERIA

<i>Exceeds Expectations</i>	<i>Proficient</i>	<i>Below Expectations</i>	<i>Unsatisfactory</i>
ALMOST ALL OF THE TIME	MOST OF THE TIME	SOME OF THE TIME	LESS THAN HALF OF THE TIME
<ul style="list-style-type: none"> 1. Academic progress of students is monitored and assessed. 2. Assessment and feedback are aligned with goals and objectives and instructional strategies. 3. Assessment strategies are appropriate to the varied characteristics of students. 4. Student learning is reinforced. 5. Students receive specific constructive feedback. 6. The teacher provides opportunities for relearning and re-evaluation of material. 	<ul style="list-style-type: none"> 1. Academic progress of students is monitored and assessed. 2. Assessment and feedback are aligned with goals and objectives and instructional strategies. 3. Assessment strategies are appropriate to the varied characteristics of students. 4. Student learning is reinforced. 5. Students receive specific constructive feedback. 6. The teacher provides opportunities for relearning and re-evaluation of material. 	<ul style="list-style-type: none"> 1. Academic progress of students is monitored and assessed. 2. Assessment and feedback are aligned with goals and objectives and instructional strategies. 3. Assessment strategies are appropriate to the varied characteristics of students. 4. Student learning is reinforced. 5. Students receive specific constructive feedback. 6. The teacher provides opportunities for relearning and re-evaluation of material. 	<ul style="list-style-type: none"> 1. Academic progress of students is monitored and assessed. 2. Assessment and feedback are aligned with goals and objectives and instructional strategies. 3. Assessment strategies are appropriate to the varied characteristics of students. 4. Student learning is reinforced. 5. Students receive specific constructive feedback. 6. The teacher provides opportunities for relearning and re-evaluation of material.

Domain IV: Management of Student Discipline, Instructional Strategies, Time, and Materials

Evaluation Dimensions:

- a. The teacher effectively implements the discipline-management procedures approved by the district.
- b. The teacher establishes a classroom environment which promotes and encourages self-discipline and self-directed learning.
- c. The teacher selects instructional materials which are equitable and acknowledge the varied characteristics of all students.
- d. The teacher effectively and efficiently manages time and materials.

EVALUATION CRITERIA

<i>Exceeds Expectations</i>	<i>Proficient</i>	<i>Below Expectations</i>	<i>Unsatisfactory</i>
ALMOST ALL OF THE TIME	MOST OF THE TIME	SOME OF THE TIME	LESS THAN HALF OF THE TIME
<ol style="list-style-type: none"> 1. The teacher effectively implements the discipline-management procedures approved by the campus. The teacher participates in the development of discipline management procedures and offers suggestions for improvement. 2. The teacher establishes a classroom environment which promotes and encourages self-discipline and self-directed learning as appropriate. 3. The teacher interacts with students in an equitable manner, including the fair application of rules. 4. The teacher specifies expectations for desired behavior. 5. The teacher intervenes and re-directs off-task, inappropriate or disruptive behavior as needed. 6. The teacher reinforces desired behavior when appropriate. 7. The instructional materials selected by the teacher are equitable and acknowledge the varied characteristics of all students. 8. The teacher effectively and efficiently manages time and materials. 	<ol style="list-style-type: none"> 1. The teacher effectively implements the discipline-management procedures approved by the campus. Any lack of effective implementation is rare, inadvertent, and does not seriously compromise the needs of students or the effective operation of the classroom or campus. 2. The teacher establishes a classroom environment which promotes and encourages self-discipline and self-directed learning as appropriate. 3. The teacher interacts with students in an equitable manner, including the fair application of rules. 4. The teacher specifies expectations for desired behavior. 5. The teacher intervenes and re-directs off-task, inappropriate or disruptive behavior as needed. 6. The teacher reinforces desired behavior when appropriate. 7. The instructional materials selected by the teacher are equitable and acknowledge the varied characteristics of all students. 8. The teacher effectively and efficiently manages time and materials. 	<ol style="list-style-type: none"> 1. The teacher effectively implements the discipline-management procedures approved by the campus. Any lack of effective implementation is rare, inadvertent, and does not seriously compromise the needs of students or the effective operation of the classroom or campus. 2. The teacher establishes a classroom environment which promotes and encourages self-discipline and self-directed learning as appropriate. 3. The teacher interacts with students in an equitable manner, including the fair application of rules. 4. The teacher specifies expectations for desired behavior. 5. The teacher intervenes and re-directs off-task, inappropriate or disruptive behavior as needed. 6. The teacher reinforces desired behavior when appropriate. 7. The instructional materials selected by the teacher are equitable and acknowledge the varied characteristics of all students. 8. The teacher effectively and efficiently manages time and materials. 	<ol style="list-style-type: none"> 1. The teacher effectively implements the discipline-management procedures approved by the campus. Any lack of effective implementation is rare, inadvertent, and does not seriously compromise the needs of students or the effective operation of the classroom or campus. 2. The teacher establishes a classroom environment which promotes and encourages self-discipline and self-directed learning as appropriate. 3. The teacher interacts with students in an equitable manner, including the fair application of rules. 4. The teacher specifies expectations for desired behavior. 5. The teacher intervenes and re-directs off-task, inappropriate or disruptive behavior as needed. 6. The teacher reinforces desired behavior when appropriate. 7. The instructional materials selected by the teacher are equitable and acknowledge the varied characteristics of all students. 8. The teacher effectively and efficiently manages time and materials.

NOTE: (1) The "Proficient" Standard in this Domain is **HIGHER** due to needs for consistency and safety. Exceeds Expectations requires participation in the development of discipline and other management procedures.

NOTE: (2) The criteria in Domain IV relate to the **MANAGEMENT** of student discipline, instructional strategies, time, and materials which create an environment in which learning may take place. These criteria are to be evaluated in the context of student behavior as it impacts student success. The critical attributes of EACH criterion MUST be considered separately.

Domain V: Professional Communication

Evaluation Dimensions:

- a. The teacher uses appropriate and accurate written, verbal, and non-verbal modes of communication with students.
- b. The teacher uses appropriate and accurate written, verbal, and non-verbal modes of communication with parents, staff, community members, and other professionals.
- c. The teacher's interactions are supportive, courteous, respectful, and encouraging to students who are reluctant and having difficulty.

EVALUATION CRITERIA

<i>Exceeds Expectations</i>	<i>Proficient</i>	<i>Below Expectations</i>	<i>Unsatisfactory</i>
ALMOST ALL OF THE TIME	MOST OF THE TIME	SOME OF THE TIME	LESS THAN HALF OF THE TIME
<ol style="list-style-type: none"> 1. The teacher uses appropriate and accurate written communication with students 2. The teacher uses appropriate and accurate verbal and non-verbal communication with students. 3. The teacher encourages and supports students who are reluctant or having difficulty. 4. The teacher uses appropriate and accurate written communication with parents, staff, community members, and other professionals. 5. The teacher uses appropriate and accurate verbal and non-verbal communication with parents, staff, community members, and other professionals. 6. The teacher's interactions are supportive, courteous, and respectful with students, parents, staff, community members, and other professionals. 	<ol style="list-style-type: none"> 1. The teacher uses appropriate and accurate written communication with students. 2. The teacher uses appropriate and accurate verbal and non-verbal communication with students. 3. The teacher encourages and supports students who are reluctant or having difficulty. 4. The teacher uses appropriate and accurate written communication with parents, staff, community members, and other professionals. 5. The teacher uses appropriate and accurate verbal and non-verbal communication with parents, staff, community members, and other professionals. 6. The teacher's interactions are supportive, courteous, and respectful with students, parents, staff, community members, and other professionals. 	<ol style="list-style-type: none"> 1. The teacher uses appropriate and accurate written communication with students. 2. The teacher uses appropriate and accurate verbal and non-verbal communication with students. 3. The teacher encourages and supports students who are reluctant or having difficulty. 4. The teacher uses appropriate and accurate written communication with parents, staff, community members, and other professionals. 5. The teacher uses appropriate and accurate verbal and non-verbal communication with parents, staff, community members, and other professionals. 6. The teacher's interactions are supportive, courteous, and respectful with students, parents, staff, community members, and other professionals. 	<ol style="list-style-type: none"> 1. The teacher uses appropriate and accurate written communication with students. 2. The teacher uses appropriate and accurate verbal and non-verbal communication with students. 3. The teacher encourages and supports students who are reluctant or having difficulty. 4. The teacher uses appropriate and accurate written communication with parents, staff, community members, and other professionals. 5. The teacher uses appropriate and accurate verbal and non-verbal communication with parents, staff, community members, and other professionals. 6. The teacher's interactions are supportive, courteous, and respectful with students, parents, staff, community members, and other professionals.

Domain VI: Professional Development

Evaluation Dimensions:

- a. The teacher determines and participates in professional development goals and activities that are aligned with the goals of the campus and the goals of the district.
- b. The teacher correlates professional development activities with assigned subject content and the varied needs of students.
- c. The teacher exhibits a willingness to collaborate with colleagues and other professionals for continuous growth and development.
- d. The teacher correlates professional development activities with the prior performance appraisal.

EVALUATION CRITERIA

<i>Exceeds Expectations</i>	<i>Proficient</i>	<i>Below Expectations</i>	<i>Unsatisfactory</i>
ALMOST ALL OF THE TIME	MOST OF THE TIME	SOME OF THE TIME	LESS THAN HALF OF THE TIME
<p>1. The teacher successfully seeks out and engages in professional development activities that positively correlate with the goals of the campus and district.</p> <p>2. The teacher successfully correlates professional development activities with assigned subject content and the varied needs of students.</p> <p>3. The teacher successfully engages in professional development activities that positively correlate with the prior performance appraisal.</p> <p>4. The teacher works collaboratively and constructively with colleagues and other professionals toward the overall improvement of student performance.</p>	<p>1. The teacher successfully engages in professional development activities that positively correlate with the goals of the campus and district.</p> <p>2. The teacher successfully correlates professional development activities with assigned subject content and the varied needs of students.</p> <p>3. The teacher successfully engages in professional development activities that positively correlate with the prior performance appraisal.</p> <p>4. The teacher works collaboratively and constructively with colleagues and other professionals toward the overall improvement of student performance.</p>	<p>1. The teacher successfully engages in professional development activities that positively correlate with the goals of the campus and district.</p> <p>2. The teacher successfully correlates professional development activities with assigned subject content and the varied needs of students.</p> <p>3. The teacher successfully engages in professional development activities that positively correlate with the prior performance appraisal.</p> <p>4. The teacher works collaboratively and constructively with colleagues and other professionals toward the overall improvement of student performance.</p>	<p>1. The teacher successfully engages in professional development activities that positively correlate with the goals of the campus and district.</p> <p>2. The teacher successfully correlates professional development activities with assigned subject content and the varied needs of students.</p> <p>3. The teacher successfully engages in professional development activities that positively correlate with the prior performance appraisal.</p> <p>4. The teacher works collaboratively and constructively with colleagues and other professionals toward the overall improvement of student performance.</p>

Domain VII: Compliance With Policies, Operating Procedures and Requirements

Evaluation Dimensions:

- a. The teacher contributes to making the whole school safe and orderly, and a stimulating learning environment for children.
- b. The teacher respects the rights of students, parents, colleagues, and the community.

EVALUATION CRITERIA

<i>Exceeds Expectations</i>	<i>Proficient</i>	<i>Below Expectations</i>	<i>Unsatisfactory</i>
<p>1. The teacher complies with all policies, operating procedures, and legal requirements (national, state, district, and campus). The teacher participates in the development of operating procedures and offers suggestions for improvement.</p> <p>2. The teacher complies with all verbal and written directives, participates in the development of operating procedures, and offers suggestions for improvement.</p> <p>3. Apart from classroom responsibilities, the teacher consistently contributes to making the whole school safe and orderly, and a stimulating learning environment for all students.</p>	<p>1. The teacher complies with all of the policies, operating procedures, and legal requirements (national, state, district, and campus). Any lack of compliance is rare, inadvertent, and does not seriously compromise the needs of students or the effective operations of the campus/ district.</p> <p>2. The teacher complies with all verbal and written directives. Any lack of compliance is rare, inadvertent, and does not seriously compromise the needs of students or the effective operations of the campus/district.</p> <p>3. Apart from classroom responsibilities, the teacher generally contributes to making the whole school safe and orderly, and a stimulating learning environment for all students.</p>	<p>1. The teacher occasionally does not comply with policies, operating procedures, or legal requirements (national, state, district, and campus). In instances of non-compliance, the needs of the students or the effective operations of the campus/district may be compromised.</p> <p>2. The teacher occasionally does not comply with all verbal or written directives. In instances of non-compliance, the needs of the students or the effective operations of the campus/district may be compromised.</p> <p>3. Apart from classroom responsibilities, the teacher seldom contributes to making the whole school safe and orderly, and a stimulating learning environment for all students.</p>	<p>1. The teacher frequently does not comply with policies, operating procedures, or legal requirements (national, state, district, and campus). In instances of non-compliance, the needs of the students or the effective operations of the campus/district are seriously compromised.</p> <p>2. The teacher frequently does not comply with all verbal or written directives. In instances of non-compliance, the needs of the students or the effective operations of the campus/district are seriously compromised.</p> <p>3. Apart from classroom responsibilities, the teacher rarely contributes to making the whole school safe and orderly, and a stimulating learning environment for all students.</p>

Domain VIII: Improvement of Academic Performance of All Students On The Campus

Evaluation Dimensions:

- a. The teacher diagnoses student needs and provides performance feedback related to all appropriate TEKS/TAKS objectives.
- b. The teacher aligns the planning and delivery of instruction to all appropriate TEKS/TAKS objectives.
- c. The teacher collaborates with other faculty and administration to improve TAKS-related performance of all students on the campus.
- d. The teacher identifies students who are at-risk and develops appropriate strategies to assist these students.
- e. The teacher monitors the attendance of all students and intervenes to promote regular attendance.

EVALUATION CRITERIA

(A) Efforts to Enhance Academic Performance*

<i>Exceeds Expectations</i>	<i>Proficient</i>	<i>Below Expectations</i>	<i>Unsatisfactory</i>
ALMOST ALL OF THE TIME	MOST OF THE TIME	SOME OF THE TIME	LESS THAN HALF OF THE TIME
<ol style="list-style-type: none"> 1. The teacher works with colleagues to align instruction to include appropriate TEKS/TAKS objectives to support student achievement in all assigned classes. 2. The teacher works with colleagues to analyze TAKS performance data relevant to all students in assigned classes prior to beginning instruction. 3. The teacher coordinates with others within and outside the teacher's discipline to determine the sequencing of classroom instruction to appropriately incorporate TEKS/TAKS objectives. 4. The teacher collaborates with others within and outside the teacher's discipline to select/adapt instructional materials and activities which are correlated with appropriate TEKS/TAKS objectives. 5. The teacher provides feedback to all students regarding their learning progress on appropriate TEKS/TAKS objectives. 	<ol style="list-style-type: none"> 1. The teacher aligns instruction to include appropriate TEKS/TAKS objectives to support student achievement in all assigned classes. 2. The teacher analyzes TAKS performance data relevant to all students in assigned classes prior to beginning instruction. 3. The teacher adjusts the sequencing of classroom instruction to appropriately incorporate TEKS/TAKS objectives. 4. The teacher selects/adapts instructional materials and activities which are correlated with appropriate TEKS/TAKS objectives. 5. The teacher provides feedback to all students regarding their learning progress on appropriate TEKS/TAKS objectives. 	<ol style="list-style-type: none"> 1. The teacher aligns instruction to include appropriate TEKS/TAKS objectives to support student achievement in all assigned classes. 2. The teacher analyzes TAKS performance data relevant to all students in assigned classes prior to beginning instruction. 3. The teacher adjusts the sequencing of classroom instruction to appropriately incorporate TEKS/TAKS objectives. 4. The teacher selects/adapts instructional materials and activities which are correlated with appropriate TEKS/TAKS objectives. 5. The teacher provides feedback to all students regarding their learning progress on appropriate TEKS/TAKS objectives. 	<ol style="list-style-type: none"> 1. The teacher aligns instruction to include appropriate TEKS/TAKS objectives to support student achievement in all assigned classes. 2. The teacher analyzes TAKS performance data relevant to all students in assigned classes prior to beginning instruction. 3. The teacher adjusts the sequencing of classroom instruction to appropriately incorporate TEKS/TAKS objectives. 4. The teacher selects/adapts instructional materials and activities which are correlated with appropriate TEKS/TAKS objectives. 5. The teacher provides feedback to all students regarding their learning progress on appropriate TEKS/TAKS objectives.

<i>Exceeds Expectations</i> ALMOST ALL OF THE TIME	<i>Proficient</i> MOST OF THE TIME	<i>Below Expectations</i> SOME OF THE TIME	<i>Unsatisfactory</i> LESS THAN HALF OF THE TIME
(B) Efforts to Enhance Student Attendance*			
6. The teacher monitors attendance of all students in assigned classes and contacts parents, counselors, or other school officials regarding an intervention plan for students with serious attendance problems.	6. The teacher monitors attendance of all students in assigned classes and contacts parents, counselors, or other school officials for students with serious attendance problems.	6. The teacher monitors attendance of all students in assigned classes and contacts parents, counselors, or other school officials for students with serious attendance problems.	6. The teacher monitors attendance of all students in assigned classes and contacts parents, counselors, or other school officials for students with serious attendance problems.
(C) Efforts to Identify and Assist Students in At-Risk Situations			
7. The teacher works with teachers, counselors, and other school professionals to seek information to identify and assess the needs of assigned students in at-risk situations.	7. The teacher identifies and assesses the needs of assigned students in at-risk situations.	7. The teacher identifies and assesses the needs of assigned students in at-risk situations.	7. The teacher identifies and assesses the needs of assigned students in at-risk situations.
8. The teacher meets with parents and/or other teachers of students who are failing or in danger of failing to develop an appropriate plan for intervention.	8. The teacher meets with students who are failing or in danger of failing and develops an appropriate plan for intervention.	8. The teacher meets with students who are failing or in danger of failing and develops an appropriate plan for intervention.	8. The teacher meets with students who are failing or in danger of failing and develops an appropriate plan for intervention.
9. The teacher participates in and/or contributes to campus-wide programs to modify and adapt classroom materials and/or instruction for students in at-risk situations.	9. The teacher modifies and adapts classroom materials and/or instruction for students in at-risk situations.	9. The teacher modifies and adapts classroom materials and/or instruction for students in at-risk situations.	9. The teacher modifies and adapts classroom materials and/or instruction for students in at-risk situations.
(D) Campus Performance Rating			
10. Campus performance includes the most recent: [a] Campus Performance Rating as reported in the State accountability system (AEIS) [b] Adequate Yearly Progress (AYP) as designated in the campus AYP report.			

*The criteria are related to the teacher's efforts to encourage attendance. The criteria do not refer to the attendance level in particular classes.

District Summative Summary Report

District: El Campo ISD
 School Year: 2013-14
 Report Date: 6/19/2014 4:35:12 PM



School	Teacher Count	Non-Proficient Count	Non-Proficient Percentage	Domain I	Domain II	Domain III	Domain IV	Domain V	Domain VI	Domain VII	Domain VIII
El Campo HS	69	0	0%	5	5	5	5	5	5	5	5
El Campo MS	54	0	0%	4	4	4	4	3	3	3	3
Hutchins EL	35	0	0%	5	5	5	5	5	5	5	5
Myatt EL	46	1	2%	5	5	5	5	5	4	5	5
Northside EL	34	0	0%	4	4	4	4	4	4	4	4

Agenda Item Summary Sheet (4 D.1)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda:
Curriculum and Instruction

Consider Proposal to Close High School Campus to Ninth Grade Students

Summary

Last month Rich DuBroc presented a proposal to close the high school campus for all ninth grade students during their lunch time in an effort to increase their academic performance.

Rationale for this proposal included:

- Historically many ninth grade students struggle to assimilate to the freedoms of the ECHS campus;
- Absences and tardies after lunch are causing disruptions and missed instruction;
- Freshmen tend to walk to local businesses causing traffic issues, loitering and disruptions in neighborhoods near the high school;
- Closing campus could alleviate peer pressure to leave campus for lunch;
- This requirement will be an incentive for freshmen students to earn credits to become sophomores which would entitle them to open campus at lunch; and
- A closed campus at lunch could promote unity and Ricebird Pride in the freshman class to improve campus culture and climate.

This action will require us to change the language in our LOCAL policy, which states in part:

Students in grades 9-12 shall be permitted to leave campus during lunch.

Students in other grades shall not be permitted to leave campus during lunch except as approved by the principal, on a case-by-case basis in response to a parent's written request.

ECISD Board Policy

FEE (LOCAL) – ATTENDANCE, OPEN/CLOSED CAMPUS

Effective Date

2014-2015 School Year

Previous Board Action

At the regular meeting last month the Board heard a recommendation and rationale for closing the high school campus at lunch to all ninth grade students.

Future Action Expected	None.
Background Information and Significant Issues	For the 2013-2014 school year 48 of 315 freshmen (15.2%) did not earn enough credits to be considered tenth graders for the 2014-2015 school year. The high school faculty and administration believe that tardies and/or absences after lunch are contributing factors. (Data on tardies and absences were not available due to staff on summer vacation.)
Fiscal Impact	None.
Student and Public Benefit	Ninth grade students' academic performance should increase due to fewer classroom disruptions and less missed instructional time after lunch.
Procedural and Reporting Implications	If approved by the Board we will need to notify TASB Policy Service to change LOCAL policy.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	Because of scheduling issues, there will be days that ninth grade students will be allowed to leave campus during lunch; e.g., pep rally and club day schedules. There may be other occasions that they are allowed to leave at the principal's discretion for incentive purposes.
Attachments	None.
Contact Person(s)	Rich DuBroc, High School Principal
Action Required	Motion, second and majority vote to approve the high school principal's recommendation to close the campus during lunch time for all ninth grade students,
Superintendent's Recommendation	I recommend that you approve the high school principal's recommendation to close the campus during lunch time for all ninth grade students as a part of the Consent Agenda. Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (5 C)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Discussion Topic

Business and Operations Review of Preliminary Budget Estimates

Summary

According to *Texas Education Code §44.002*, the Superintendent shall prepare, or cause to be prepared, a proposed budget covering all estimated revenue and proposed expenditures of the District for the following fiscal year. The proposed budget shall be prepared on or before August 20th.

LOCAL policy on budget planning states that *Budget planning shall be an integral part of overall program planning so that the budget effectively reflects the District's programs and activities and provides the resources to implement them. In the budget planning process, general educational goals, specific program goals, and alternatives for achieving program goals shall be considered, as well as input from the District- and campus-level planning and decision-making committees.*

According to TEA guidelines, the Board shall adopt a budget by Fund and Function. Funds included in the General Operating Budget include:

- 199 – General Fund
- 240 – Food Service
- 511 – Debt Service

Revenue and expenditures for special revenue funds will be presented to the Board for review, but do not require formal approval.

ECISD Board Policy CE (LEGAL) / (LOCAL) ANNUAL OPERATING BUDGET

Effective Date June 17, 2014

Previous Board Action The Board previously reviewed the budget assumptions for the 2014-2015 General Fund Budget at the regular meeting on February 25, 2014.

Future Action Expected Budget Workshop July 8th - Review and discussion of preliminary budget.
Regular Meeting July 15th - Continued review of preliminary budget.
Budget Workshop August 12th – Presentation of proposed

budget using certified values; and a record vote on proposed tax rate and date and time for Public Meeting to discuss budget and proposed tax rate.

Regular Meeting on August 19th - Final review of proposed budget

Special Meeting on August 26th – Conduct a Public Hearing on the proposed budget and tax rates; and approve the 2013-2014 General Fund Budget and tax rates.

Background Information and Significant Issues

David Bright is still working with Budget Managers to balance the preliminary budget. Right now with a proposed 1.5% Structure Adjustment and 2.0% General Pay Increase the preliminary budget is at a \$11,135 deficit. With a proposed 2.0% Structure Adjustment and 2.5% General Pay Increase the preliminary budget is at a \$96,495 deficit.

These numbers do not include \$221,400 in principal and interest on the recently approved Maintenance Tax Notes that the Board asked to be included in the expenditure budget rather than designated fund balance.

The preliminary budget is based upon the budget assumptions presented in February with the exception that the Average Daily Attendance in the state funding calculation has been increased by 20 ADA, which adds about \$100,000 in additional revenue.

David will have additional information for you at the meeting.

Fiscal Impact

Unknown.

Student and Public Benefit

Detailed financial planning ensures that funds are available to provide the necessary personnel, facilities, equipment and supplies for an appropriate education for all students; and that taxpayer' dollars are spent wisely.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

We can eliminate one meeting in August by combining the regular meeting scheduled for August 19th with the special meeting scheduled for August 26th..

Attachments	<i>ECISD Preliminary Budget for 2014-2015</i> (available at the meeting)
Contact Person(s)	David Bright, Assistant Superintendent of Finance and Operations
Action Required	No action required.
Superintendent's Recommendation	This is a discussion item only. Mark Pool, Superintendent of Schools

Agenda Item Summary Sheet (5 A)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Discussion Only

Business and Operations	Community Facilities Advisory Committee “ <i>Best Course of Action</i> ” Recommendation
Summary	<p>The Community Facilities Advisory Committee has been working since December 10, 2003 to develop a “<i>Best Course of Action</i>” for meeting the District’s facilities needs now and into the future. They have completed that work and now present their recommendation for your review.</p> <p>In 2004-2005 when we used the same process for determining how to address the district’s facility needs, the Board held public hearings on the committee’s recommendation before taking final action. A decision needs to be made as to whether or not to have the public hearings this time, or bring the recommendation back for consideration at the next regular meeting.</p>
ECISD Board Policy	BDB (LOCAL), BOARD INTERNAL ORGANIZATION: INTERNAL COMMITTEES
Effective Date	June 17, 2014.
Previous Board Action	At a regular meeting on November 19, 2013, the Board appointed the Community Facilities Advisory Committee and charged them with recommending a <i>Best Course of Action</i> for addressing district facility needs.
Future Action Expected	At some point in the future the Board will need to consider action on the Committee’s recommendation.
Background Information and Significant Issues	<p>The Committee is recommending that the Board use any combination of surplus fund balance, maintenance tax notes, and voter approved bonds to fund the following projects:</p> <ul style="list-style-type: none">• Additional Elementary Classrooms• Renovations to High School Auditorium• Construction of an Agriculture Education Project Center• Demolition, Renovations and New Construction at Ricebird Stadium

The Committee's complete recommendation along with their rationale is attached in their "*Best Course of Action*" Recommendation.

Fiscal Impact

Committee's recommendation calls for a \$10-12 million bond proposal with additional funds from surplus fund balance and/or recently approved maintenance tax notes.

Opinions of probable cost for different projects are included in the Committee's "*Best Course of Action*" Recommendation document.

Student and Public Benefit

Providing students with an appropriate learning environment and assuring that taxpayers get the most benefit for the dollar spent.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives

No committee substitutes at this time. The Board will have the options to accept the committee recommendation as is, with modifications, or to not accept the recommendation.

Other Comments and Related Issues

None.

Attachments

- Community Facilities Advisory Committee "*Best Course of Action*" Recommendation

Contact Person(s)

Mark Pool, Superintendent of Schools
A.J. Kresta, Committee Chair

Action Required

None at this time.

Superintendent's Recommendation

This is a discussion item only. No action required.
Mark Pool, Superintendent of Schools

El Campo Independent School District

Community Facilities Advisory Committee

"Best Course of Action" Recommendation

Introduction. In November 2013 the ECISD Community Facilities Advisory Committee was formed and charged with developing a *"Best Course of Action"* for addressing facility needs in the district. Projects to be considered included, but were not limited to: additional elementary classrooms; renovations to the high school auditorium; construction of an Agriculture Education Project Center; construction of public restrooms, a new field house, and demolition and renovation of existing structures at Ricebird Stadium. The committee was charged with developing a recommendation that was reflective of the ECISD community and that adequately considered ECISD student demographics, education structure, grade level groupings, facilities rehabilitation needs, new facility needs, financial and funding impacts, and timelines for implementation.

After seven months of discussions, the committee is making the following recommendation to the Board of Trustees:

Additional Elementary Classrooms

The Myatt Elementary campus has been, and continues to be, overcrowded as evidenced by the twelve temporary (portable) classrooms that currently house kindergarten, first grade transition, and special education classes. In the past ten years the campus enrollment has increased by 76 students, from a total enrollment in 2003-2004 of 524 to an enrollment in 2012-2013 of 650. Total enrollment for the Myatt campus on the last day of school in 2013-2014 was 678 (an additional 28 students).

Recommendation. After a considerable amount of discussion the committee is recommending that the first grade be moved to the Hutchins Elementary campus and that the Myatt campus be used strictly for pre-kindergarten and kindergarten classes. (Last day enrollments for 2013-2014 were: Early Childhood – 10; Pre-Kindergarten – 110; Kindergarten – 252)

The preliminary proposal prepared by RWS Architects, Inc. calls for the addition of sixteen new classrooms and a new cafeteria with a seating capacity of 352 students on the Hutchins Elementary campus. (Last day enrollments for 2013-2014 were: 1st Grade – 293; 2nd Grade – 266; and 3rd Grade – 286) The plan also provides for the renovation of the existing cafeteria to provide classrooms for special education and other common classroom areas.

The second RWS design proposal, which the committee prefers, also provides for an on-site auto stack drive that will get a significant number of vehicles off the streets during drop-off and pick-up times. Additional canopy covered areas are also considered to improve the efficiency of the student drop-off and pick-up process.

In addition to the new classrooms, new cafeteria, and renovation of the current cafeteria area, the committee also recommends air-conditioning the existing gymnasium.

Issues. A major concern in moving the first grade to the Hutchins Elementary Campus is the increase in traffic congestion in the neighborhood during drop-off and pick-up times.

Rationale. Moving the first grade frees up enough classrooms (17) in the main building to eliminate the need for the temporary (portable) classrooms (12) at Myatt, which are much more vulnerable from a safety and security standpoint.

From an academic point of view, with today's curriculum and instruction requirements and higher student achievement expectations imposed by the Texas Education Agency, first grade is a better fit with second and third grades than it is with pre-kindergarten and kindergarten.

Also, with the community's increasing number of children from lower socio-economic status homes and the mounting body of research available that shows the benefits of a pre-kindergarten education, if extra rooms were to become available at Myatt Elementary there is the possibility of adding additional sections of pre-kindergarten and making it available to all children rather than just those who currently qualify by meeting the federal poverty guidelines.

Renovation of the existing cafeteria space at Hutchins will provide for classrooms that are close to the principal's office and nurse's clinic with easy access for emergency medical personnel for special needs children who are medically fragile. The renovated space will also provide for common classroom areas for fine arts and computer labs, freeing up classrooms that are currently used for these purposes to be used for regular classes.

Since first grade was once housed at Hutchins Elementary the classrooms that are currently in the A-Wing (second grade) have restrooms in the classrooms, which could be a benefit for first grade classes.

Financial Considerations. The opinion of probable cost prepared by RWS Architects for the proposed project is \$7,005,213. This amount includes the on-site auto stack drive, but does not include the air conditioning of the gymnasium.

Renovations to the High School Auditorium

Renovations to the High School Auditorium have been discussed by the district for a number of years. The committee is aware that the Board of Trustees has hired a construction manager at risk for this project and issued \$2 million in maintenance tax notes to help pay for the renovations.

Recommendation. The committee recommends that the Board proceed with all three phases of the proposed renovations to be funded with surplus fund balance, maintenance tax notes and/or the possible issuance of future voter approved bonds. The facility should become a district and community event center. In addition to the theater department, choir and band, the auditorium is currently used by a number of other school groups and community organizations.

The committee recommends that the auditorium also be used in the future for elementary programs. Myatt Elementary students had their programs in the auditorium this year with excellent comments from those in attendance about how much better it was than trying to perform the programs in the school cafeteria with limited seating and no parking.

Rationale. As our high school performing arts departments (theater, choir and band) continue to grow and improve they deserve a better venue for their performances that is fully functional including: stage upgrades (proscenium opening, stage floor, stage and house lighting, sound system, set and costume storage); revisions to seating area; renovations to auditorium entry and restroom facilities; and exterior renovations.

Also, our elementary schools currently do not have a space large enough for student performances that will accommodate the large number of parents and relatives that wish to attend. The auditorium is large enough to accommodate these numbers with adequate parking in the nearby high school parking lot. Elementary programs are currently presented in the Myatt cafeteria, Hutchins gymnasium, and Northside cafeteria; none of which are large enough to adequately and comfortably accommodate those who wish to attend the program. On-site parking for these programs is nonexistent and those attending are forced to park on nearby city streets.

It is noted that elementary students currently walk to the Ricebird Gymnasium for pep rallies, so walking to the auditorium for a program should not be a major obstacle. In the event of inclement weather school buses can be used to shuttle students.

Financial Considerations. The opinion of probable costs for the auditorium renovations provided by RWS Architects is \$2,125,071.67, which includes replacement of the existing auditorium seating.

Construction of an Agriculture Education Project Center

In the Spring of 2013, the El Campo FFA Advisors presented a proposal to the Board of Trustees for the construction of an Agriculture Education Project Center that would provide FFA and Junior FFA members with the proper housing facilities for their livestock projects; as well as a laboratory facility for Advanced Animal Science, Livestock Production, and Principles of Agriculture courses, and a training facility for students in both leadership and career development skills. In the Spring of 2014, the district purchased five acres adjacent to and contiguous with the eastern most boundary of the current middle school property as the site for construction of this facility.

Recommendation. The committee recommends that the Board construct a facility to accommodate the current and future needs for housing FFA projects and agriculture education instruction. The facility should be constructed in a way that provides for a modern laboratory facility for teaching purposes.

The committee also recommends that the facility be designed and constructed with adequate site security and an emphasis on maintaining sanitation and ease of waste disposal. If possible, a separate entry drive to the facility is desired.

It is recommended that similar facilities in area school districts be visited for ideas before beginning the design and development phase of this project; and that the facility be designed with an eye to the future that provides the appropriate infrastructure for meeting the future needs of Agri-Science instruction.

Rationale. With the recent growth of the El Campo FFA program it has become apparent that many El Campo FFA and Junior FFA members are at a disadvantage with their current animal housing

arrangements. Often the lack of facilities discourages participation by many students who are unable to secure a place for their project. In other districts where facilities have been made available the number of students exhibiting larger animals (market steers, breeding cattle, market swine, breeding swine, market lambs and market goats) on a local and state level has increased.

In a survey conducted by our Ag Department, 68% of our FFA members said that the lack of facilities kept them from participating or being involved with Supervised Agricultural Experiences (projects); 90% said they would be more likely to participate if a district project center were available; and 81% said they would prefer to utilize the district owned facility rather than raise their project at home.

Finally, our career and technical courses should be taught with an emphasis on “hands-on” instruction. Currently we have adequate facilities for instruction and active student participation in the area of agriculture mechanics, but inadequate facilities for instruction and active student participation in the areas of animal, soil and crop sciences. This facility should be designed to provide “hands-on” learning experiences in those areas of instruction.

Financial Considerations. In June of 2013, RWS Architects issued an opinion of probable cost for the minimal facility envisioned in the original presentation made to the Board of Trustees at \$562,500. The committee recommends that the Board consider allocating \$750,000 to this project to provide adequate funding to design and build a facility that will not only meet current, but also future needs.

Demolition, Renovations, and New Construction at Ricebird Stadium

The need for new public restrooms at Ricebird Stadium has increasingly become an issue that needs to be addressed as the current restroom facilities are inadequate and continue to deteriorate.

Recommendation. The committee recommends that the existing storage and restroom facility beneath the bleachers on the home side be demolished and new public restrooms be constructed at fifty-percent of the number of toilet fixtures required by the 2009 International Building Code, which will require a special use facility waiver from the Planning and Zoning Commission and final approval by the El Campo City Council. The committee further recommends that the design includes new restroom facilities for both the home and visitors sides and located at the north end of the stadium in the area behind the scoreboard.

The committee recommends that the current ninth grade field house be renovated for a storage facility or other purposes; that the existing varsity and junior varsity field house be renovated to house the ninth grade and junior varsity athletes; and that a new varsity field house be designed and constructed in conjunction with the new public restrooms.

Rationale. Currently some of the men’s and women’s public restroom facilities are housed in the Physical Education Building Annex. These restrooms are adequate, but insufficient in number. The remaining restrooms in the building beneath the home side bleachers are deplorable, and the building is beyond what could be considered for an economically feasible renovation. The committee believes a logical solution is to design and construct new restrooms that will be sufficient in number to meet the stadium’s needs.

For a stadium with a seating capacity of 5,100 the International Building Code requires a total of 96 toilet fixtures (urinals and water closets). The committee feels this requirement is unreasonable for a facility that is used at capacity less than ten times per year, therefore the waiver request is recommended to reduce the total fixture count by approximately 50%.

The current ninth grade field house was constructed in 1962 (52 years old) and is inadequate to accommodate the number and meet the needs of our ninth grade athletes.

Because of the amount of mechanical, electrical and plumbing required for the new public restroom facility the committee believes that the most economical solution would be to construct a new varsity field house in conjunction with the public restrooms.

In a comparison prepared by RWS Architects, the project cost would increase by 11.46% if the restrooms and a field house are constructed separately. (Estimate of total cost of separate facilities is \$1,214,000 for restrooms plus \$1,153,450 for the athletic field house for a total of \$2,367,450. Opinion of probable cost issued in December 2013 for the combined facility is \$2,123,955; \$243,495 less than construction of facilities separately.) In addition, delaying the inevitable construction of a new field house will only increase in price as construction cost escalate over time.

Financial Considerations. RWS Architects has developed a preliminary design for the construction of public restrooms and a new field house, and provided an opinion of probable cost at \$2,123,955. (Opinion of probable cost for the number of restroom fixtures required by the International Building Code would be \$2,548,040.)

Opinion of probable cost does not include costs of demolition of restroom storage facility underneath the home side bleachers nor the renovation of the existing varsity and junior varsity field house.

Funding for Capital Improvements

Recommendation. Realizing that the Board has already issued \$2 million in maintenance tax notes for capital improvement projects, the committee recommends that the Board call for a \$10 - \$12 million bond election to fund these projects:

• Additional Elementary Classrooms	\$7,005,213
• Renovations to High School Auditorium *	2,125,071
• Construction of an Agriculture Education Project Center	750,000
• Demolition, Renovations and New Construction at Ricebird Stadium **	<u>2,123,955</u>
Total	\$12,004,239

* Auditorium renovations may be completed in whole or in part with maintenance tax notes.

** Demolition and renovation costs are not available at this time and are not included in the total amount.

These estimates do not include the following costs:

- Air conditioning the elementary gymnasium(s);
- Demolition of the restroom and storage building underneath the home side bleachers;
- Renovation of existing ninth grade field house for storage or other purposes;

- Renovation of the existing varsity and junior varsity field house to house the ninth grade and junior varsity athletes.

Rationale. Interest rates continue to be low at this time and into the near foreseeable future, making it a good time to consider a bond issue. According to a Preliminary Tax Rate Analysis prepared by the district's financial advisor, Lewis Wilks, of U.S. Capital Advisors, a \$12 million bond issue would have a maximum I&S tax rate increase of \$0.0494 (about a nickel). Based upon the assumptions used in the analysis, the tax impact on an average \$100,000 residence homestead would not exceed \$37.37 annually, or about ten cents per day.

With the current financial markets as they are, the idea that now is a good time to call a bond election is supported by a *May 2014 Bond Election Report* published by the Texas Public Finance Group of George K. Baum & Company, Investment Bankers Since 1928.

With this information in mind the committee recommends that the Board call for a bond referendum in November 2014.

Agenda Item Summary Sheet (5 B)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Action Item

Business and Operations Approval of SSC Service Solutions Contract Amendment

Summary

In 2011 the Board contracted with SSC (Southeast Service Corporation) Service Solutions to provide all janitorial services for the district. The district entered into a Janitorial Services Agreement with SSC Service Solutions effective July 1, 2011 for the provision of housekeeping services for the district.

The original agreement was amended on July 1, 2012, extending the term for one year; and a second time on October 15, 2013, extending the agreement through June 30, 2014 without a CPI (Consumer Price Index) increase in cost to the district. The cost to the district for the amended agreement for services from July 1, 2013 through June 30, 2014 was \$614,041.79.

We had four employees on the housekeeping staff that remained ECISD employees until they were eligible for retirement last year. At that time they became SSC Service Solutions employees and we were billed \$92,998 separately to cover that cost. This third amendment adds the \$92,998 amount to our contract rather than billing it separately; plus a \$15,351 CPI increase to provide a cost of living increase for employees.

Total cost of for services in the amended contract is \$722,391.29:

Prior Contract	\$614,042
CPI Increase.....	15,351
Consolidating Invoices	<u>92,998</u>
TOTAL.....	\$722,391

The term of the contract is extended through June 30, 2015.

The notice address for the Contractor was also updated.

ECISD Board Policy CH (LEGAL), PURCHASING AND ACQUISITION

Effective Date June 17, 2014

Previous Board Action The Board approved the original contact effective July 1, 2011 through June 30, 2012; first amendment effective July 1, 2012 through June 30, 2013; and second amendment July 1, 2013 through June 30, 2014.

Future Action Expected	The Board may be asked to consider further amendments to the contract at a later date.
Background Information and Significant Issues	There may be requests for additional increases in the future because of the Affordable Care Act, but at this time SSC Service Solutions is picking up that additional cost.
Fiscal Impact	<p>When the district originally outsourced custodial services in 2011, the budgeted amount for custodial services was \$857,507. At that time we saved about \$150,000 by contracting for housekeeping services.</p> <p>The current amended contact under consideration is for \$722,391, which is still, three years later, \$135,166 less than what we were budgeting in 2011,</p>
Student and Public Benefit	Providing a high quality service that is designed for a K-12 educational environment at a cost savings to the district.
Procedural and Reporting Implications	Following approval by the Board we will execute the amended contract.
Public Comments	None.
Alternative	None.
Other Comments and Related Issues	None.
Attachments	Copy of proposed amendment to the amended contract.
Contact Person(s)	<p>David Bright, Assistant Superintendent for Finance and Operations</p> <p>Jeff Balcar, Director of Maintenance and Operations</p>
Action Required	Motion, second and majority vote to approve the amendment to SCS Service Solutions' contract for custodial services through June 30, 2015.
Superintendent's Recommendation	<p>I recommend that the Board approve the amendment to SCS Service Solutions' contract for custodial services through June 30, 2015.</p> <p>Mark Pool, Superintendent of Schools</p>

**THIRD AMENDMENT TO JANITORIAL SERVICES AGREEMENT
BETWEEN
EL CAMPO INDEPENDENT SCHOOL DISTRICT
AND
SOUTHEAST SERVICE CORPORATION
d/b/a SSC SERVICE SOLUTIONS**

This Third Amendment dated May 20, 2014, by and between El Campo Independent School District, located at 700 W. Norris El Campo, TX 77437 (hereinafter referred to as "Client"), and SOUTHEAST SERVICE CORPORATION d/b/a SSC SERVICE SOLUTIONS located at 1500 Liberty Ridge Drive, Suite 210, Wayne, Pennsylvania 19087 (hereinafter referred to as "Contractor").

W I T N E S S E T H

WHEREAS, Client entered into a Janitorial Services Agreement with Contractor effective July 1, 2011, for the provision of housekeeping services for Client's school district, as amended by the First Amendment dated July 1, 2012 and Second Amendment dated October 15, 2013 (hereinafter collectively referred to as the "Agreement");

WHEREAS, the parties desire to make certain alterations, additions or deletions to Agreement, effective as of July 1, 2014 (the "Amendment Effective Date").

NOW, THEREFORE, in consideration of the promises and mutual covenants herein contained, and intending to be legally bound hereby, the parties agree as follows:

1. Section 2.1 is hereby amended to reflect the change in the Annual Contract Price, which as of the Amendment Effective Date is Seven Hundred Twenty Two Thousand Three Hundred Ninety One Dollars and Twenty Nine Cents (\$ 722,391.29).
2. Pursuant to Section 6 of the Agreement, Term, the Parties wish to extend the term of the Agreement through June 30, 2015.
3. Pursuant to Section 17 of the Agreement, Notices, the notice address for Contractor shall be updated as follows:

If to Contractor:
1500 Liberty Ridge Drive, Suite 210
Wayne, PA 19087
Attn: General Counsel

All other terms, conditions and stipulations contained in the Agreement shall remain in full force and effect and without any change or modification whatsoever, except in the event of any conflict between this Third Amendment and the Agreement, this Third Amendment will control. Unless otherwise defined herein, all capitalized terms shall have the meanings ascribed in the Agreement. This Third Amendment may be executed in one or more counterparts. Each counterpart shall be deemed an original, but all counterparts together constitute one and the same instrument.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the date first written above.

EL CAMPO INDEPENDENT SCHOOL DISTRICT

SOUTHEAST SERVICE CORPORATION

By: _____

By: _____

Name: _____
(Please Print)

Name: _____
(Please Print)

Title: _____

Title: _____

Agenda Item Summary Sheet (5 D)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Information Only

Business and Operations	Compensation Market Study for Supplemental Pay for Extra Duties
Summary	<p>I have completed a market study for our supplemental pay for extra duties. For all UIL and other extracurricular activities I used the UIL Classification 3A and 4A districts for both the statewide and regional comparison groups.</p> <p>The regional comparison group contains districts located in the following Education Service Center Regions:</p> <ul style="list-style-type: none">• Region 2 – Corpus Christi• Region 3 – Victoria• Region 4 – Houston• Region 5 – Beaumont• Region 6 – Huntsville• Region 13 – Austin• Region 20 – San Antonio
ECISD Board Policy	DEA (LOCAL), COMPENSATION AND BENEFITS: SALARIES, WAGES AND STIPENDS
Effective Date	June 17, 2014
Previous Board Action	<p>The Board adopted the current compensation plan in the Spring of 2005.</p> <p>Annually the board reviews the compensation plan and comparisons are made to the statewide and regional job markets before making decisions on structure adjustments and/or general pay increases. Periodic review of the Supplemental Compensation Plan should be a part of this process.</p> <p>The last market study for Supplemental Compensation Plan was presented to the Board in July 2013. Prior to that there had been no market study for supplemental compensation since the 2007-2008 school year.</p>
Future Action Expected	The Board will be asked to consider approval of the district's supplemental compensation as a part of the District's Compensation Plan for 2014-2015.

Background Information and Significant Issues

Comparing extra duty pay for coaches is difficult because, in addition to the supplemental pay for coaching duties, some districts pay for extra days and others do not. Of those who pay extra days some districts pay the coach's actual daily rate while others pay a fixed daily "coaching" rate for all coaches.

When we developed our Supplemental Compensation Plan we choose to discontinue the practice of paying for extra days and include the compensation for the extra days worked in the supplemental pay for coaching duties. Additionally, duties and expectations for coaches of different sports may vary significantly in the various districts of the market group. For this reason our supplemental pay for some coaches may be considerably higher than that of their peers in the other comparison group districts.

Because of the variation in duties and expectations, as you look at the market ratio you will notice a considerable amount of variation. (Our supplemental pay for coaches varies from a low of 91.0% of the market for tennis to 187.86% of the market for ninth grade football on the statewide comparison.) This generally would indicate that there are internal equity issues within the system.

However, I have discussed this concern with Coach Gillis and he has assured me that our extra pay for coaching duties is fair, equitable, and justifiable based on the duties assigned and expectations of our coaching staff. He said that with our current system the more responsibility a coach has the more they earn in each sport.

There are also some internal equity issues in the non-athletic supplemental compensation that probably need to be addressed; especially those that are below the market median.

For the most part, our supplemental compensation for our performing arts are well above the market median.

Fiscal Impact

None.

Student and Public Benefit

A compensation plan that remains competitive to the market median helps to attract quality applicants and retain excellent employees.

Procedural and Reporting Implications

None.

Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	<p>We currently do not pay supplemental pay for head football coach, but rather pay a fixed salary for Athletic Director / Head Football Coach. Some board members have inquired about paying the head football coach a supplemental pay stipend.</p> <p>The market median for head football coach supplemental pay is \$10,000 on the statewide study and \$9,500 on the regional study. Our Director of Athletics / Head Football Coach salary is \$93,019, which is 107% of the market on the statewide comparison and 109% of the market on the regional comparison. Adding any supplemental pay to that amount could create some internal equity issues in our Administrative / Professional Pay Grades when looking at total compensation.</p>
Attachments	<p>2013-2014 Comparison Reports for the following:</p> <ul style="list-style-type: none"> • Athletic Supplemental Report – Statewide • Athletic Supplemental Report – Regional • Athletic Director / Head Football Coach – Statewide • Athletic Director / Head Football Coach – Regional • Academic Supplemental Report – Statewide • Academic Supplemental Report – Regional • Performing Arts Report – Statewide • Performing Arts Report - Regional
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	No Action Required.
Superintendent’s Recommendation	<p>Information item only.</p> <p>Mark Pool, Superintendent of Schools</p>



2013 Athletic Comparison Report
 Report ID = 2014 Athletic Supplemental Report Statewide
 Report Created: 6/18/2014 4:21:52 PM
 UIL Selection: Multiple
 ESC Selection: All

Extra Duty Information			Stipend Amount				Extra Days			
Activity	Role	Districts Reporting	Market Median	My District	My District % of Market	Dollar Difference	Number Paying Extra Days	Percent Paying Extra Days	Median Extra Days	My District Extra Days
Baseball	Assistant Coach	171	\$2,500	\$2,825	113.0%	\$325	46	26.9%	9	
Baseball	Head Coach	177	\$4,500	\$5,300	117.78%	\$800	52	29.37%	10	
Baseball	JV Coach	112	\$2,500	\$2,600	104.0%	\$100	30	26.78%	9	
Basketball	9th Grade Coach	125	\$2,500	\$2,600	104.0%	\$100	30	24.0%	8	
Basketball	Assistant Coach	165	\$2,500	\$3,300	132.0%	\$800	47	28.48%	10	
Basketball	Head Coach	176	\$5,000	\$5,300	106.0%	\$300	64	36.36%	10	
Cross Country	Head Coach	173	\$3,500	\$3,650	104.29%	\$150	69	39.88%	10	
Football	9th Grade Coach	117	\$3,500	\$6,575	187.86%	\$3,075	53	45.29%	10	
Football	Assistant Coach-HS	170	\$4,000	\$6,975	174.38%	\$2,975	94	55.29%	10	
Football	Coordinator/First Assistant Coach	161	\$5,500	\$9,250	168.18%	\$3,750	84	52.17%	15	
Football	Head Coach-HS	45	\$10,000				27	60.0%	27	
Football	Head Coach-MS	129	\$2,750	\$4,700	170.91%	\$1,950	65	50.38%	10	
Football	Junior Varsity Coach	109	\$3,700	\$6,575	177.7%	\$2,875	53	48.62%	10	
Golf	Head Coach (Year Round)	165	\$4,200	\$4,175	99.4%	(\$25)	37	22.42%	10	
Soccer	Head Coach	139	\$4,500	\$4,175	92.78%	(\$325)	40	28.77%	8	
Softball	Assistant Coach	175	\$2,500	\$2,825	113.0%	\$325	42	24.0%	9	
Softball	Head Coach	176	\$4,500	\$4,900	108.89%	\$400	52	29.54%	10	
Swimming	Head Coach	73	\$4,705	\$4,550	96.71%	(\$155)	20	27.39%	9	
Tennis	Head Coach (Year-Round)	166	\$5,000	\$4,550	91.0%	(\$450)	44	26.5%	10	
Tennis	Middle School Coach	96	\$1,825	\$2,075	113.7%	\$250	9	9.37%	7	
Track	Assistant Coach	177	\$2,500	\$2,825	113.0%	\$325	41	23.16%	7	
Track	Head Coach	176	\$4,366	\$4,175	95.63%	(\$191)	45	25.56%	10	
Track	Middle School Coach	171	\$1,667	\$2,075	124.48%	\$408	34	19.88%	8	
Volleyball	Assistant Coach	174	\$2,713	\$4,175	153.92%	\$1,463	74	42.52%	10	
Volleyball	Head Coach	175	\$4,800	\$6,825	142.19%	\$2,025	89	50.85%	10	
Volleyball	Middle School Coach	170	\$1,800	\$2,550	141.67%	\$750	64	37.64%	5	



2013 Athletic Comparison Report
Report ID = 2014 Athletic Supplemental Report Regional
Report Created: 6/18/2014 4:34:52 PM
UIL Selection: Multiple
ESC Selection: Multiple

Extra Duty Information			Stipend Amount				Extra Days			
Activity	Role	Districts Reporting	Market Median	My District	My District % of Market	Dollar Difference	Number Paying Extra Days	Percent Paying Extra Days	Median Extra Days	My District Extra Days
Baseball	Assistant Coach	86	\$2,500	\$2,825	113.0%	\$325	20	23.25%	5	
Baseball	Head Coach	89	\$4,500	\$5,300	117.78%	\$800	22	24.71%	10	
Baseball	JV Coach	53	\$2,500	\$2,600	104.0%	\$100	12	22.64%	9	
Basketball	9th Grade Coach	63	\$2,500	\$2,600	104.0%	\$100	13	20.63%	10	
Basketball	Assistant Coach	82	\$2,500	\$3,300	132.0%	\$800	22	26.82%	10	
Basketball	Head Coach	88	\$4,825	\$5,300	109.84%	\$475	28	31.81%	10	
Basketball	Middle School Coach	85	\$1,750	\$2,250	128.57%	\$500	15	17.64%	6	
Cross Country	Head Coach	88	\$3,275	\$3,650	111.45%	\$375	37	42.04%	10	
Football	9th Grade Coach	57	\$3,800	\$6,575	173.03%	\$2,775	26	45.61%	13	
Football	Assistant Coach-HS	86	\$4,000	\$6,975	174.38%	\$2,975	50	58.13%	13	
Football	Coordinator/First Assistant Coach	83	\$5,260	\$9,250	175.86%	\$3,990	42	50.6%	15	
Football	Head Coach-HS	23	\$9,500				15	65.21%	27	
Football	Head Coach-MS	63	\$2,592	\$4,700	181.33%	\$2,108	31	49.2%	10	
Football	Junior Varsity Coach	56	\$4,125	\$6,575	159.39%	\$2,450	27	48.21%	14	
Golf	Head Coach (Year Round)	81	\$4,000	\$4,175	104.38%	\$175	14	17.28%	8	
Soccer	Head Coach	64	\$4,500	\$4,175	92.78%	(\$325)	18	28.12%	7	
Softball	Assistant Coach	87	\$2,500	\$2,825	113.0%	\$325	18	20.68%	5	
Softball	Head Coach	89	\$4,500	\$4,900	108.89%	\$400	24	26.96%	10	
Swimming	Head Coach	40	\$4,538	\$4,550	100.28%	\$13	9	22.5%	8	
Tennis	Head Coach (Year-Round)	83	\$5,000	\$4,550	91.0%	(\$450)	20	24.09%	8	
Tennis	Middle School Coach	58	\$1,643	\$2,075	126.29%	\$432	3	5.17%	5	
Track	Assistant Coach	89	\$2,500	\$2,825	113.0%	\$325	19	21.34%	5	
Track	Head Coach	88	\$4,250	\$4,175	98.24%	(\$75)	23	26.13%	10	
Track	Middle School Coach	87	\$1,650	\$2,075	125.76%	\$425	13	14.94%	10	
Volleyball	Assistant Coach	88	\$2,500	\$4,175	167.0%	\$1,675	36	40.9%	10	
Volleyball	Head Coach	89	\$4,575	\$6,825	149.18%	\$2,250	46	51.68%	10	
Volleyball	Middle School Coach	87	\$1,825	\$2,550	139.73%	\$725	31	35.63%	5	



2013 Custom Comparison Report
 Report ID = 2014 Athletic Director / Head Football - Statewide
 Report Created: 5/13/2014 8:47:22 AM
 Enrollment Selection: 3,000 to 4,000
 ESC Selection: All

Position Information				Duty Days		Pay Range Minimum			Average Pay		
Position	Districts Reporting	Total Staff	My District Staff	Median Duty Days	My District Duty Days	Market Minimum	My District Minimum	My District % of Market	Market Average	My District Average	My District % of Market
Director of Athletics/Head Football Coach	33	33	1	226	226	\$67,452	\$69,655	103%	\$86,828	\$93,019	107%



2013 Custom Comparison Report
 Report ID = 2014 Athletic Director / Head Football - Regional
 Report Created: 5/13/2014 8:55:59 AM
 Enrollment Selection: 3,000 to 4,000
 ESC Selection: Multiple

Position Information				Duty Days		Pay Range Minimum			Average Pay		
Position	Districts Reporting	Total Staff	My District Staff	Median Duty Days	My District Duty Days	Market Minimum	My District Minimum	My District % of Market	Market Average	My District Average	My District % of Market
Director of Athletics/Head Football Coach	15	15	1	226	226	\$66,128	\$69,655	105%	\$85,000	\$93,019	109%

2013 Academic Comparison Report
Report ID = 2014 Academic Supplemental Report Statewide
Report Created: 6/18/2014 4:46:09 PM
UIL Selection: Multiple
ESC Selection: All

Extra Duty Information		Stipend Amount				Extra Days			
Academic Duty	Districts Reporting	Market Median	My District	My District % of Market	Dollar Difference	Number Paying Extra Days	Percent Paying Extra Days	Median Extra Days	My District Extra Days
Agriculture Sponsor	70	\$3,000	\$2,775	92.5%	(\$225)	22	31.42%	36	
Debate Advisor	83	\$1,350	\$625	46.3%	(\$725)	5	6.02%	5	
Drama/Theatre Advisor	113	\$2,500	\$1,250	50.0%	(\$1,250)	5	4.42%	8	
High School Class Advisor	48	\$675	\$1,050	155.56%	\$375	0	0.0%		
National Honor Society Advisor	129	\$700	\$875	125.0%	\$175	0	0.0%		
Newspaper Advisor	86	\$1,200				5	5.81%	5	
One-Act Play Sponsor	123	\$1,500	\$2,500	166.67%	\$1,000	2	1.62%	8	
Student Council Advisor-HS	160	\$1,000	\$1,250	125.0%	\$250	5	3.12%	5	
Student Council Advisor-MS	132	\$500	\$625	125.0%	\$125	0	0.0%		
UIL Activity Sponsor-HS (Annual Stipend)	137	\$500	\$700	140.0%	\$200	0	0.0%		
UIL Activity Sponsor-MS (Annual Stipend)	117	\$300	\$225	75.0%	(\$75)	0	0.0%		
UIL Campus Coordinator-HS	162	\$1,275	\$1,250	98.04%	(\$25)	2	1.23%	25	
UIL Campus Coordinator-MS	121	\$700	\$625	89.29%	(\$75)	0	0.0%		
Yearbook Advisor	164	\$1,500	\$1,725	115.0%	\$225	8	4.87%	5	

2013 Academic Comparison Report
 Report ID = 2014 Academic Supplemental Report Regional
 Report Created: 6/18/2014 4:53:13 PM
 UIL Selection: Multiple
 ESC Selection: Multiple

Extra Duty Information		Stipend Amount				Extra Days			
Academic Duty	Districts Reporting	Market Median	My District	My District % of Market	Dollar Difference	Number Paying Extra Days	Percent Paying Extra Days	Median Extra Days	My District Extra Days
Agriculture Sponsor	37	\$2,500	\$2,775	111.0%	\$275	12	32.43%	27	
Debate Advisor	43	\$1,000	\$625	62.5%	(\$375)	1	2.32%	40	
Drama/Theatre Advisor	56	\$2,150	\$1,250	58.14%	(\$900)	4	7.14%	8	
High School Class Advisor	27	\$500	\$1,050	210.0%	\$550	0	0.0%		
National Honor Society Advisor	72	\$754	\$875	116.12%	\$122	0	0.0%		
Newspaper Advisor	48	\$1,200				2	4.16%	5	
One-Act Play Sponsor	60	\$1,175	\$2,500	212.77%	\$1,325	2	3.33%	8	
Student Council Advisor-HS	77	\$1,000	\$1,250	125.0%	\$250	3	3.89%	5	
Student Council Advisor-MS	71	\$600	\$625	104.17%	\$25	0	0.0%		
UIL Activity Sponsor-HS (Annual Stipend)	75	\$500	\$700	140.0%	\$200	0	0.0%		
UIL Activity Sponsor-MS (Annual Stipend)	64	\$300	\$225	75.0%	(\$75)	0	0.0%		
UIL Campus Coordinator-HS	79	\$1,200	\$1,250	104.17%	\$50	0	0.0%		
UIL Campus Coordinator-MS	57	\$750	\$625	83.33%	(\$125)	0	0.0%		
Yearbook Advisor	87	\$1,500	\$1,725	115.0%	\$225	3	3.44%	5	

2013 Performing Arts Comparison Report
 Report ID = 2014 Performing Arts Comparison Statewide
 Report Created: 6/18/2014 5:08:05 PM
 UIL Selection: Multiple
 ESC Selection: All

Extra Duty Information			Stipend Amount				Extra Days			
Activity	Role	Districts Reporting	Market Median	My District	My District % of Market	Dollar Difference	Number Paying Extra Days	Percent Paying Extra Days	Median Extra Days	My District Extra Days
Band	HS Band-Assistant Director	160	\$4,500	\$7,675	170.56%	\$3,175	80	50.0%	15	
Band	HS Band-Director	127	\$8,000	\$11,550	144.38%	\$3,550	70	55.11%	24	
Band	MS Band-Director	159	\$4,500	\$6,725	149.44%	\$2,225	70	44.02%	15	
Cheerleading	HS Cheerleading-Sponsor	174	\$3,000	\$3,450	115.0%	\$450	23	13.21%	10	
Cheerleading	MS Cheerleading-Sponsor	156	\$1,500	\$1,575	105.0%	\$75	11	7.05%	5	
Choir	HS Choir-Director	139	\$4,045	\$4,600	113.72%	\$555	28	20.14%	10	
Performing Dance Team	HS Performing Dance/Drill Team-Asst. Director	54	\$1,550	\$2,075	133.87%	\$525	6	11.11%	10	
Performing Dance Team	HS Performing Dance/Drill Team-Director	144	\$3,048	\$7,200	236.26%	\$4,153	27	18.75%	10	

2013 Performing Arts Comparison Report
 Report ID = 2014 Performing Arts Comparison Regional
 Report Created: 6/18/2014 5:12:32 PM
 UIL Selection: Multiple
 ESC Selection: Multiple

Extra Duty Information			Stipend Amount				Extra Days			
Activity	Role	Districts Reporting	Market Median	My District	My District % of Market	Dollar Difference	Number Paying Extra Days	Percent Paying Extra Days	Median Extra Days	My District Extra Days
Band	HS Band-Assistant Director	77	\$4,500	\$7,675	170.56%	\$3,175	40	51.94%	15	
Band	HS Band-Director	66	\$8,000	\$11,550	144.38%	\$3,550	34	51.51%	23	
Band	MS Band-Director	76	\$4,275	\$6,725	157.31%	\$2,450	36	47.36%	15	
Cheerleading	HS Cheerleading-Sponsor	86	\$3,000	\$3,450	115.0%	\$450	11	12.79%	10	
Cheerleading	MS Cheerleading-Sponsor	76	\$1,375	\$1,575	114.55%	\$200	5	6.57%	5	
Choir	HS Choir-Director	67	\$3,525	\$4,600	130.5%	\$1,075	16	23.88%	10	
Performing Dance Team	HS Performing Dance/Drill Team-Asst. Director	32	\$1,500	\$2,075	138.33%	\$575	5	15.62%	10	
Performing Dance Team	HS Performing Dance/Drill Team-Director	76	\$3,000	\$7,200	240.0%	\$4,200	15	19.73%	15	

Business and Operations Review and Discuss Recommended Structure Adjustment and General Pay Increase

Summary According to ECISD Board Policy DEA (LOCAL):
The Superintendent shall recommend to the Board for approval compensation plans for all District employees. Compensation plans may include wage and salary structures, stipends, benefits, and incentives.

The policy further states:

The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent or designee shall determine annual increases for individual employees, within budgeted amounts.

In preparing the preliminary budget we are looking at two possibilities for employee pay increases:

- A 1.5% Structure Adjustment with a 2.0% General Pay Increase (Approximate Cost = \$371,552)
- A 2.0% Structure Adjustment with a 2.5% General Pay Increase (Approximate Cost = \$456,908)

ECISD Board Policy DEA (LOCAL), COMPENSATION AND BENEFITS: SALARIES, WAGES AND STIPENDS

Effective Date 2014-2015 Employee Contract and School Fiscal Year

Previous Board Action The Board adopted the current compensation plan in the Spring of 2005.

Annually the Board reviews the compensation plan. Comparisons are made to the area job market and decisions are made with regards to structure adjustments and general pay increases.

Future Action Expected Annually the Board reviews the compensation plan. Comparisons are made to the area job market and decisions are made with regards to structure adjustments and general pay increases.

Background Information and Significant Issues

The following table represents the annual, daily, or hourly rate of the various pay grades in each compensation group based on the proposed structure adjustments and general pay increases:

Pay Grade	Curent Midpoint	1.5% Structrue Adjustment	2.0% Increase	2.0% Structure Adjustment	2.5% Increase
Teachers, Nurses, Librarians	\$269.18	\$273.22	\$5.46	\$274.56	\$6.86
Administrative / Professional					
Pay Grade 1	\$286.75	\$291.05	\$5.82	\$292.49	\$7.31
Pay Grade 2	\$306.83	\$311.43	\$6.23	\$312.97	\$7.82
Pay Grade 3	\$328.30	\$333.22	\$6.66	\$334.87	\$8.37
Pay Grade 4	\$351.29	\$356.56	\$7.13	\$358.32	\$8.96
Pay Grade 5	\$375.88	\$381.52	\$7.63	\$383.40	\$9.58
Pay Grade 6	\$402.19	\$408.22	\$8.16	\$410.23	\$10.26
Pay Grade 7	\$430.34	\$436.80	\$8.74	\$438.95	\$10.97
Clerical / Paraprofessional					
Pay Grade 1	\$11.65	\$11.82	\$0.24	\$11.88	\$0.30
Pay Grade 2	\$12.58	\$12.77	\$0.26	\$12.83	\$0.32
Pay Grade 3	\$13.59	\$13.79	\$0.28	\$13.86	\$0.35
Pay Grade 4	\$15.22	\$15.45	\$0.31	\$15.52	\$0.39
Pay Grade 5	\$17.04	\$17.30	\$0.35	\$17.38	\$0.43
Pay Grade 6	\$19.09	\$19.38	\$0.39	\$19.47	\$0.49
Manual Trades					
Pay Grade 1	\$9.85	\$10.00	\$0.20	\$10.05	\$0.25
Pay Grade 2	\$11.34	\$11.51	\$0.23	\$11.57	\$0.29
Pay Grade 3	\$13.03	\$13.23	\$0.26	\$13.29	\$0.33
Pay Grade 4	\$14.99	\$15.21	\$0.30	\$15.29	\$0.38
Pay Grade 5	\$17.24	\$17.50	\$0.35	\$17.58	\$0.44
Pay Grade 6	\$19.82	\$20.12	\$0.40	\$20.22	\$0.51

Fiscal Impact

Depends on the structure adjustment and general pay increase.

Student and Public Benefit

A competitive compensation plan helps to attract quality applicants and retain excellent employees.

Procedural and Reporting Implications

Based on discussions at the meeting, one of the scenarios will be used to prepare the 2014-2015 Proposed Budget.

Public Comments

None.

Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • A Historical Analysis of Adjustments to the Compensation will be available at the meeting.
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>David Bright, Assistant Superintendent of Finance and Operations</p> <p>Terese Faas, Human Resources Coordinator</p>
Action Required	No action required other than a consensus on which scenario to use in preparation of the Proposed Budget.
Superintendent's Recommendation	<p>This is a discussion item only.</p> <p>Mark Pool, Superintendent of Schools</p>

Agenda Item Summary Sheet (5 F)
Meeting Date: June 17, 2014
Submitted by: Mark Pool, Superintendent

Discussion Only

Business and Operations	Consider Removing from the Table and Discussing Plans for the High School Parking Lot
Summary	With the City's West Norris Street Project beginning and a new entrance to the parking lot to be created before school starts, we need to address some of the safety concerns that are anticipated.
ECISD Board Policy	CV (LEGAL), FACILITIES CONSTRUCTION
Effective Date	June 17, 2014
Previous Board Action	<p>At the regular meeting on April 15, 2104, the Board reviewed the preliminary site design for the parking lot renovation prepared by Malcolm Gaus.</p> <p>Last month the Board tabled action on selecting a construction delivery method for renovations to the parking lot.</p>
Future Action Expected	Determine the scope of the project.
Background Information and Significant Issues	<p>The project will provide a new four-way stop entrance at the intersection of West Norris Street and Avenue I. The proposed renovations not only provided for this entrance, which has one entry lane and two exit lanes (one that goes straight onto Ave I or turns left on to West Norris; and one that turns right on to West Norris); but also a single-lane one-way entry on the east side of the parking lot and a single-lane one-way exit on the west side of the parking lot.</p> <p>The original proposed project called for a number of traffic islands throughout the parking lot for traffic control; and parking lot lighting and security cameras. We are of the opinion that we need some type of traffic control devices, at least along the main drive through the center of the parking lot. This could be accomplished with the use of curb stops rather than poured traffic islands.</p> <p>The original proposed project called for a reconfiguration of parking spaces that will increase the number of designated spaces in the parking lot. Since we re-stripe the parking lot every summer anyway, we are requesting to move forward with this portion of the project. This would require an over spray, which should give us a couple of more years of use before we have to overlay the parking lot.</p>

The original design called for the creation of a single-line one-way drive, separated from the street by a traffic island, in front of the guidance counselors' office. Short-term parallel parking will be considered along the inside curb of the traffic island. We would like to continue with this portion of the project.

The original design also called for the parking lot to be separated from the street by a low brick wall with evenly spaced brick columns and ornamental wrought iron on top of the wall. State Championship signs for athletics and other UIL and co-curricular activities would be mounted to the wrought iron fence. We would like to proceed with this design, or at the least use the fencing like we have around the north and east sides of the parking lot that separate the parking lot from the stadium and the campus. There needs to be some type of barrier to separate the parking lot from the street.

Fiscal Impact	I hope to have a revised cost estimate at the meeting based on the revised scope of the project.
Student and Public Benefit	Renovations to the entries and exits to the parking lot in conjunction with the West Norris Street project should make the area in and around the school much safer for both vehicular and pedestrian traffic.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none">• 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 a discussion item only. Mark Pool, Superintendent of Schools

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

Informational Item

Curriculum and Instruction Review of STAAR and End-of-Course Test Results

Summary

District Goal No. 1 as adopted by the ECISD Board of Trustees is to increase student achievement. The Board Monitoring System calls for ECISD students to perform at levels that exceed state averages on STAAR and EOC exams. To monitor this objective the Board has requested the administration provide a report that includes data indicating the performance of ECISD students compared to their statewide cohort groups on the STAAR and EOC tests.

The target is for the percentage of ECISD students meeting expectations compared to the percentage of state cohort groups meeting expectations to exceed a 1.0 ratio. For those not exceeding the 1.0 ratio, the ratio shall increase by two percent annually until it is ≥ 1.0 .

ECISD Board Policy None.

Effective Date June 17, 2013

Previous Board Action On March 19, 2013, the Board approved the Board Monitoring System as means of measuring local accountability.

Future Action Expected The Board will annually review a comparison of local state assessment scores to state cohort groups.

Background Information and Significant Issues When looking at All Students tested, the district performance exceeded the state performance; i.e., a ratio of ≥ 1.0 on the following tests:

- Mathematics
 - Grade 5
 - Grade 8
- Reading
 - Grade 5
 - Grade 8
- Writing
 - English II EOC
- Social Studies
 - Grade 8
- Science
 - Biology EOC

The following areas represent those tests where the district percent mastery for All Students did not exceed the state percent mastery, but made at least a two percent gain over last year's ratio (safety net):

- Mathematics
 - Grade 4
 - Grade 6
 - Algebra I EOC
- Writing
 - Grade 4

English I EOC was almost at state average (Ratio of 0.99) but since the reading and writing tests were combined this year there was no baseline in 2013 to compare to.

The following areas represent those tests where the district failed to meet the target ratio of ≥ 1.0 or the two percent safety net:

- Mathematics
 - Grade 3
 - Grade 7
- Reading
 - Grade 3
 - Grade 4
 - Grade 6
 - Grade 7
- Writing
 - Grade 7
- Social Studies
 - U.S. History EOC
- Science
 - Grade 5
 - Grade 8

Fiscal Impact

None.

Student and Public Benefit

Board of Trustees uses information to measure local accountability to students and district patrons.

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none">• El Campo ISD State Assessments 2014• District to State Ratios
Contact Person(s)	Mark Pool, Superintendent of Schools Kelly Waters, Assistant Superintendent of Curriculum and Instruction Tana Martin, District Assessment Coordinator
Action Required	No action required.
Superintendent's Recommendation	This is an informational report only. Mark Pool, Superintendent of Schools

El Campo ISD State Assessments Spring 2014

Subject	Grade	13 State	14 State	2011-12	2012-13	2013-14
Math						
Grade 3						
	All Students	69	70	63	63	(276) 64
	African American	51	53	39	30	(29) 59
	Hispanic	66	67	60	61	(182) 59
	White	80	80	79	85	(62) 82
	Eco Disadvantaged	61	62	55	57	(206) 60
Grade 4						
	All Students	68	70	60	59	(271) 65
	African American	52	53	48	34	(31) 35
	Hispanic	64	66	55	54	(182) 64
	White	79	80	81	77	(54) 83
	Eco Disadvantaged	60	62	52	48	(192) 61
Grade 5						
	All Students	87	79	62	92	(274) 91
	African American	77		48	87	(30) 77
	Hispanic	85		59	90	(172) 92
	White	93		80	100	(68) 94
	Eco Disadvantaged	83		55	90	(189) 88
Grade 6						
	All Students	74	78	73	50	(259) 66
	African American	61	66	55	25	(29) 55
	Hispanic	69	74	69	49	(169) 60
	White	85	88	86	69	(58) 88
	Eco Disadvantaged	66	72	62	44	(176) 57
Grade 7						
	All Students	71	67	59	64	(243) 44
	African American	58	54	50	50	(41) 24
	Hispanic	66	61	53	58	(133) 37
	White	83	81	78	79	(68) 69
	Eco Disadvantaged	64	58	54	52	(155) 36
Grade 8						
	All Students	86	79	72	81	(208) 79
	African American	78		59	77	(20) 80
	Hispanic	83		71	81	(121) 81
	White	92		80	83	(64) 75
	Eco Disadvantaged	81		68	78	(137) 79
*Algebra 1 EOC						
	All Students	82	86	73	61	(221) 76
	African American	74	79	63	45	(25) 60
	Hispanic	78	83	67	60	(117) 72
	White	90	92	88	72	(76) 89
	Eco Disadvantaged	76	82	71	57	(112) 66

Subject	Grade	13 State	14 State	2011-12	2012-13	2013-14
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Reading						
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Grade 3						
All Students	79	76	67	71	(273)	68
African American	69	63	39	47	(30)	60
Hispanic	74	71	65	70	(180)	61
White	89	87	83	89	(60)	93
Eco Disadvantaged	71	67	61	65	(205)	61
Grade 4						
All Students	72	74	64	55	(268)	57
African American	60	62	39	34	(29)	48
Hispanic	65	69	62	49	(181)	55
White	85	84	84	77	(54)	70
Eco Disadvantaged	69	65	50	45	(189)	53
Grade 5						
All Students	87	76	58	80	(272)	76
African American	81		45	73	(30)	70
Hispanic	83		55	77	(170)	71
White	94		74	93	(68)	88
Eco Disadvantaged	82		52	75	(187)	70
Grade 6						
All Students	71	77	68	54	(260)	58
African American	63	68	41	26	(29)	34
Hispanic	63	71	65	48	(168)	56
White	85	88	81	83	(60)	77
Eco Disadvantaged	61	69	60	45	(176)	49
Grade 7						
All Students	77	75	71	75	(241)	61
African American	71	66	57	54	(39)	41
Hispanic	71	68	67	75	(133)	57
White	88	87	86	81	(69)	81
Eco Disadvantaged	69	65	64	66	(153)	54
Grade 8						
All Students	89	82	74	86	(239)	89
African American	85		66	81	(21)	81
Hispanic	85		75	83	(129)	90
White	95		75	93	(86)	90
Eco Disadvantaged	84		71	82	(142)	85

Subject	Grade	13 State	14 State	2011-12	2012-13	2013-14
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Writing						
Grade 4						
	All Students	71	73	56	51	(266) 55
	African American	62	63	32	31	(27) 41
	Hispanic	65	69	52	45	(181) 53
	White	80	81	82	73	(54) 72
	Eco Disadvantaged	62	65	45	42	(187) 51
Grade 7						
	All Students	70	70	75	77	(243) 66
	African American	63	63	68	68	(41) 44
	Hispanic	63	64	72	74	(133) 67
	White	81	82	84	85	(69) 78
	Eco Disadvantaged	61	61	69	71	(155) 62
*English I EOC						
	All Students		72			(258) 71
	African American		63			(31) 55
	Hispanic		64			(140) 67
	White		84			(85) 81
	Eco Disadvantaged		61			(140) 59
*English II EOC						
	All Students		73			(199) 76
	African American		62			(25) 68
	Hispanic		65			(110) 68
	White		85			(63) 94
	Eco Disadvantaged		62			(101) 70

Subject	Grade	13 State	14 State	2011-12	2012-13	2013-14
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Social St						
Grade 8						
	All Students	63	62	66	62	(236) 64
	African American	55	51	61	39	(21) 43
	Hispanic	55	53	64	61	(130) 59
	White	76	76	71	76	(82) 78
	Eco Disadvantaged	52	50	60	50	(140) 56
*U. S. History EOC						
	All Students	73	92		74	(490) 80
	African American	61	89		50	(52) 65
	Hispanic	65	90		73	(274) 76
	White	83	96		88	(151) 91
	Eco Disadvantaged	65	89		67	(245) 71

Subject	Grade	13 State	14 State	2011-12	2012-13	2013-14
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Science						
Grade 5						
All Students		73	73	64	77	(274) 62
African American		58	59	46	66	(31) 39
Hispanic		67	68	60	73	(172) 56
White		85	86	86	95	(68) 87
Eco Disadvantaged		65	65	53	73	(187) 52
Grade 8						
All Students		75	71	67	74	(236) 64
African American		63	59	38	55	(21) 52
Hispanic		68	64	67	73	(130) 58
White		86	84	82	88	(82) 78
Eco Disadvantaged		66	61	59	69	(140) 55
*Biology EOC						
All Students		85	93	81	68	(175) 95
African American		80	90	68	58	(14) 93
Hispanic		80	91	74	61	(93) 91
White		93	97	96	87	(68) 100
Eco Disadvantaged		79	91	75	56	(78) 91

* First Time Testers

District to State Ratios

	State 2014	ECISD 2014	Ratio 2014		State 2013	ECISD 2013	Ratio 2013		Ratio Change
Mathematics									
Grade 3	70	64	0.91		69	63	0.91		0.00
Grade 4	70	65	0.93		68	59	0.87		0.06
Grade 5	79	91	1.15		87	92	1.06		0.09
Grade 6	78	66	0.85		74	50	0.68		0.17
Grade 7	67	44	0.66		71	64	0.90		(0.24)
Grade 8	79	79	1.00		86	81	0.94		0.06
Algebra I EOC	86	76	0.88		82	61	0.74		0.14
Reading									
Grade 3	76	68	0.89		79	71	0.90		(0.00)
Grade 4	74	57	0.77		72	55	0.76		0.01
Grade 5	76	76	1.00		87	80	0.92		0.08
Grade 6	77	58	0.75		71	54	0.76		(0.01)
Grade 7	75	61	0.81		77	75	0.97		(0.16)
Grade 8	82	89	1.09		89	86	0.97		0.12
Writing									
Grade 4	73	55	0.75		71	51	0.72		0.04
Grade 7	70	66	0.94		70	77	1.10		(0.16)
English I EOC	72	71	0.99						
English II EOC	73	76	1.04						
Social Studies									
Grade 8	62	64	1.03		63	62	0.98		0.05
U.S. History EOC	92	80	0.87		73	74	1.01		(0.14)
Science									
Grade 5	73	62	0.85		73	77	1.05		(0.21)
Grade 8	71	64	0.90		75	74	0.99		(0.09)
Biology EOC	93	95	1.02		85	68	0.80		0.22

Agenda Item Summary Sheet (6 B)
Meeting Date: June 17, 2013
Submitted by: Mark Pool, Superintendent

Informational Item

Curriculum and Instruction	Review Correlation Between STAAR and EOC Results to Performance on District Assessments
Summary	<p>District Goal No. 1 as adopted by the ECISD Board of Trustees is to increase student achievement. The Board Monitoring System calls for all ECISD assessments, classroom performance assessments and district common assessments to correlate with state assessments. To monitor this objective the Board has requested the administration provide a report showing the correlation of student performance on District Common Assessments with the STAAR and EOC performance. The reports should show the extent to which the District Common Assessments are predictable indicators of student achievement on state assessments.</p> <p>The target is for the comparison to show consistency across the district in the four core content areas of Reading English Language Arts, mathematics, science, and social studies.</p>
ECISD Board Policy	None.
Effective Date	June 17, 2013
Previous Board Action	On March 19, 2013, the Board approved the Board Monitoring System as means of measuring local accountability.
Future Action Expected	The Board will annually review the correlation between District Common Assessments and state assessments.
Background Information and Significant Issues	Because of the autonomy that was given to each campus in the way common assessments were given this year this is no way to provide a report that has any meaningful, useful data. Kelly Waters has a plan to change this next year that she will share with the Board at the meeting.
Fiscal Impact	None.
Student and Public Benefit	Board of Trustees uses information to measure local accountability to students and district patrons.
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 Kelly Waters, Assistant Superintendent of Curriculum and Instruction Tana Martin, District Assessment Coordinator
Action Required	No action required.
Superintendent's Recommendation	This is an informational report only. Mark Pool, Superintendent of Schools