

# Agenda of Regular

## The Board of Trustees El Campo Independent School District

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A Regular of the Board of Trustees of El Campo Independent School District will be held July 15, 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. Closed Session:
  - A. Texas Government Code § 551.074 (1) PERSONNEL MATTERS, to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee
2. Call to Order/Opening Prayer/Pledge of Allegiance
3. Public Comment
4. Recognition
5. Consent Agenda
  - A. Governance
  - B. Business and Support Services
    1. Consider Approval of Budget Amendments 4
    2. Consider Approval of TASB Unemployment Compensation Coverage Renewal 7
    3. Review of Monthly Financial Reports 13
  - C. Personnel
  - D. Students
6. Consider Approval of the Minutes 22
  - A. June 24, 2014 - Regular Meeting 24
7. Monthly Report on High School Baseball and Softball Fields Complex Construction Progress Meetings 28
8. Monthly Report on Myatt and Northside Elementary Security Entrances and Northside Canopy Project 51
9. Review Application and Certification for Payment No. 10 67
10. Review RWS Invoices 83
11. Review of Checks Written for the Month of June, 2014 96
12. Curriculum and Instruction
13. Business and Operations
  - A. Consider Approval of 2014-2015 Compensation Plan 98
  - B. Discuss Plans for High School Parking Lot Renovations 121
14. Review Preliminary General Operating Budget for FY14-15 125
15. Consider Approval of Date and Time for Hearing on Proposed Budget and Tax Rate 138
16. Consider Approval of Proposed Tax Rate for Publication of Notice 140
17. Discuss the Possibility of Calling a Bond Election for November 4, 2014 142
18. Curriculum and Instruction

19. Report Reflecting Value-Added Gains by Subject and Grade Level
20. Report on Number of Students Taking Dual Credit Courses and Receiving College Credit During Second Semester
21. End of Year Report on Academic Failures and Student Retention
22. Governance
  - A. Discuss TASB/TASA Annual Conference and Selection of Delegate to TASB Delegate Assembly
23. Discuss Employment of Teachers and Other Professional Personnel
24. Conduct Mid-Year Formative Evaluation of Superintendent
25. Personnel
  - A. Consider Approval of Personnel Recommendations
    1. Northside Elementary
    2. Special Education
26. Hutchins Elementary
  - A. Second Grade Classroom Teacher
27. Instructional Coach
28. Fourth Grade Teachers (2)
29. Middle School
30. Assistant Band Director
31. Behavior Teacher
32. High School
  - A. Ag Mechanics Welding Teacher
33. History Teacher
34. PPCD Teacher for Rice CISD
35. Administration
36. Elementary School Principal
37. Review of Personnel Changes for 2014 - 2015
38. Superintendent's Report
  - A. Business and Support Services
  - B. Curriculum and Instruction
39. Governance
40. Personnel
41. Students
42. Community and Governmental Relations
43. Adjournment

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

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on July 9, 2014 at 5:00 p.m.

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For the Board of Trustees

**Agenda Item Summary Sheet (4 B.3)**  
**Meeting Date: July 15, 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. 6** appropriates funds for construction expenditures for the new High School Baseball and Softball Fields Complex. The amendment transfers \$388,479 from the General Fund 199 fund balance to Fund 622 – Building Construction.

This amendment is to pay Application and Certification for Payment No. 10 from Polasek Construction, Inc. The Application was certified by RWS Architects on July 8, 2014 and approved by El Campo Little League.

#### **ECISD Board Policy**

CE (LOCAL), ANNUAL OPERATING BUDGET

#### **Effective Date**

July 15, 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 Significant Issues**

In accordance with the recently executed Escrow Agreement, the district will escrow additional earnest money each time an *Application and Certification for Payment* from Polasek Construction Inc., is certified by RWS Architects and approved by El Campo Little League.

Ten *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



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

July 15, 2014

DATE

2013-14

BUDGET YEAR

TO: Board of Trustees

FROM: David Bright *KB*  
Assistant Superintendent for Finance

RE: Budget Amendment(s)

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

**BALLPARK AMENDMENT #6**

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+/-	AMENDED
199 00 8911 00 000 400000	Transfers Out	\$ 1,258,250	+\$ 388,479	\$ 1,646,729
199 00 3700 00 000 400000	Unassigned Fund Balance	\$ 5,963,430	-\$ 388,479	\$ 5,574,951
622 00 7915 00 000 400000	Transfers In	\$ 1,258,250	+\$ 388,479	\$ 1,646,729
622 81 6629 00 001 499000	Building Construction	\$ 1,258,250	+\$ 388,479	\$ 1,646,729

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

**Agenda Item Summary Sheet (4 B.6)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Consent Agenda  
Business and Operations**                      **Renewal Proposal for Continued Participation in TASB Risk  
Management Fund Unemployment Compensation Program**

**Summary**                                              For several years we have participated in the TASB Risk Management Fund's Unemployment Compensation Program. We recently received our renewal proposal for 2014-2015. Our current agreement expires on September 30, 2014.

**ECISD Board Policy**                              CRF (LEGAL), INSURANCE AND ANNUITIES MANAGEMENT, UNEMPLOYMENT INSURANCE

**Effective Date**                                      October 1, 2014

**Previous Board Action**                              The Board previously entered into an Interlocal Participation Agreement with TASB Risk Management Fund to provide Unemployment Compensation for the district.

**Future Action Expected**                              The Board will annually consider the Unemployment Compensation renewal.

**Background Information and  
Significant Issues**                              According to the *Texas Labor Code § 205.021*, the district may enter a joint group account with other reimbursing political subdivisions to share the cost of benefits that are attributable to service in the employ of the group account members.

**Fiscal Impact**                                              2014-2015 contribution will be \$16,515; \$635 more than the contribution for the current term.

**Student and Public Benefit**                              Participating with other member districts makes the cost for providing Unemployment Insurance more cost effective.

**Procedural and Reporting  
Implications**                                              Execute and return the Contribution and Coverage Summary for the Unemployment Compensation Program to TASB Risk Management Fund.

**Public Comments**                                              None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None
<b>Attachments</b>	Copy of 2014-2015 Unemployment Compensation Renewal from TASB Risk Management Fund.
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	Motion, second and majority vote to approve the renewal of our Unemployment Compensation Program with TASB Risk Management Fund.
<b>Superintendent's Recommendation</b>	<p>I recommend you approve the renewal of our Unemployment Compensation Program with TASB Risk Management Fund as a part of the Consent Agenda.</p> <p><b>Mark Pool, Superintendent of Schools</b></p>



## El Campo ISD

### Contribution & Coverage Summary (CCS)

Participation Period: October 1, 2014 through September 30, 2015

UNEMPLOYMENT COMPENSATION	Contribution
Unemployment Compensation - Pool	\$16,515
<b>TOTAL CONTRIBUTION</b>	<b>\$16,515</b>
<b><i>This is not an invoice. An invoice will be emailed to the Program Coordinator.</i></b>	

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## Conditions

### Unemployment Compensation - Pool

The annual contribution is based on the Fund's overall expected claims costs for next year and each individual member's claims experience. The annual contribution is not adjustable for the participation period due to changes in wages.

**Agreement:** As part of this Agreement the Fund assumes responsibility for the Fund Member's quarterly claim payments to TWC for the quarter in which Fund Member begins participation in this Agreement and for the term of this Agreement. Fund Member must be a reimbursing employer pursuant to the Texas Unemployment Compensation Act (TUCA) and must execute a Power of Attorney permitting the Fund to represent Fund Member in its relations with TWC.

Fund Member agrees to comply with the provisions of the TUCA and TWC rules and procedures, and to respond timely to TWC requests and requirements. Fund Member agrees to submit wage reports through electronic reporting to the Fund or TWC according to Fund and TWC requirements. Any fines or penalties imposed for Fund Member's failure to comply with the TUCA will be the sole responsibility of the Fund Member. If the Fund advances payment of any fine or penalty, Fund Member agrees to reimburse the Fund for all such costs. Upon termination of this coverage, Fund Member agrees to assume responsibility for claim payments and reports due to the TWC.

This Agreement provides coverage for the payment of statutory unemployment compensation benefits and assistance with general unemployment compensation matters such as administrative hearings before the TWC and preparation of required TWC reports. Coverage does not extend to any litigation involving unemployment claims or other employment related matters.

**Assistance:** In the Fund's discretion, the Fund may assist Fund Member at all administrative levels of the TWC. The Fund's assistance of Fund Member under this provision does not extend to litigation involving unemployment claims.

### General Conditions

**Coverage:** Coverage terms and limits provided are as set out in this CCS and the Fund's Coverage Agreement for this participation period.

**Payment:** The Fund Member agrees to pay contributions based on a plan developed by the Fund. All contributions are payable upon receipt of an invoice from the Fund. The Fund shall determine the applicable program for each contribution. Termination under this Agreement of any program shall not affect the remaining programs.

**Termination:** This CCS may be terminated by either party with termination to be effective on any successive renewal date by giving written notice to the other party no later than 30 days prior to automatic renewal in accordance with Section 4(a) of the Interlocal Participation Agreement.

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## Program Coordinators

Coordinator:

The Fund Member is required to designate a Program Coordinator (Coordinator) with express authority to represent and bind the Fund Member in all program matters. Below are the current program coordinators as we have listed.

Unemployment Compensation -David Bright

If a Coordinator's name and contact information is not provided above, the current designated Coordinator and contact information will need to be completed below:

Program	Name	Title	Address	Phone	Email
Unemployment Compensation					

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Fund Member Authorization:

I approve this Contribution and Coverage Summary (CCS) and certify that this information is correct. I affirm that I am duly authorized to approve this CCS and that I have read and agree to this CCS and the Interlocal Participation Agreement.

\_\_\_\_\_  
Authorized signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Title

TASB Risk Management Fund:

\_\_\_\_\_  
James B. Crow, Secretary

\_\_\_\_\_  
Date

**Agenda Item Summary Sheet (4 B.7)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Monthly Financial Reports for Month of June

**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**

June 30, 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 ..... 1,258,250
- Special Education Buses..... 102,370
- FFA Project Center Land Acquisition ..... 45,247
- Track and Tennis Court Resurfacing..... 228,000
- Elementary Security Entrances & Canopy ..... 377,350
- TOTAL ..... \$2,227,293

The current undesignated fund balance is \$5,963,430 or 21.96% 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 86.24% of our amended revenue projections; and expended 81.52% of our amended expenditure estimates.

Compared to the same time last year, our revenue increased by \$298,215 and our expenditures increased by \$2,281,982.

	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%	86.24%	81.52%
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 \$22,914 giving us a new adjusted levy of \$13,901,333; and we have currently collected \$13,483,310 which amounts to 96.99% of the adjusted levy. This leaves an uncollected balance of \$418,023.

Delinquent collections YTD are \$247,428 plus \$176,516 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	96.69%	96.50%	96.67%	97.14%	96.88%	96.99%
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
<b>Revenue</b>	\$1,785,372	\$2,533,086	\$747,714	\$27,003,556	\$45,586,629	\$18,583,073
<b>Expenditures</b>	\$2,953,658	\$3,613,226	\$659,568	\$24,313,957	\$44,719,211	\$20,405,254
<b>Balance</b>	(\$1,168,286)	(\$1,080,140)	\$88,146	\$2,689,599	\$867,418	(\$1,822,181)

- Attachments**
- Monthly Financial Report – June 30, 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**  
 July 15, 2014

**Comparison of Revenue and Expenditures  
 to the Budget for the General Operating Fund  
 9-1-13 to 6-30-14**

**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	\$14,749,767	(\$27,155)
<i>State:</i>	\$15,207,443	\$15,207,443	\$10,990,798	(\$4,216,645)
<i>Federal:</i>	\$1,580,846	\$1,580,846	\$1,561,207	(\$19,639)
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<i>Total:</i>	\$31,565,211	\$31,565,211	\$27,301,772	(\$4,263,439)

**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	\$33,792,504	\$26,752,265	\$796,623	\$27,548,888	\$6,243,616

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

	<i>2012-2013</i>	<i>2013-2014</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$27,003,557	\$27,301,772	\$298,215
<i>Expenditures:</i>	\$25,266,906	\$27,548,888	\$2,281,982
<i>Cash Position:</i>	\$12,086,537	\$12,237,964	\$151,427
<b>PRIOR MONTH CASH POSITION as of 5/31/14:</b>		\$11,804,447	

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	\$1,258,250
Transfer funds to purchase two Special Ed buses from the General Fund Balance	\$102,370
Transfer funds for land acquisition for proposed FFA Project Center from the General Fund	\$45,247
Transfer funds for Track & Tennis Court Resurfacing from the General Fund Balance	\$228,000
Transfer funds for Elementary Security Entrances & Northside Canopy from General Fund	\$377,350

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

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

<b>Reporting Period</b>	<b>Beginning Levy</b>	<b>Adjustments</b>	<b>Adjusted Levy</b>	<b>Current Tax Year Collections</b>	<b>% Collected</b>	<b>% Collected Prior Year</b>	<b>Delinquent Collections</b>	<b>Penalty &amp; Interest</b>	<b>Total Collections</b>	<b>Current Tax Year Uncollected</b>
<b>Monthly Recap</b>										
Oct-13	\$13,878,419	\$72,730	\$13,951,150	35,650	0.26%	0.21%	\$53,574	\$17,467	\$106,691	
Nov-13	\$13,878,419	\$72,403	\$13,950,823	1,315,705	9.43%	12.27%	\$27,413	\$11,156	\$1,354,274	
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	
Jun-14	\$13,878,419	\$22,914	\$13,901,333	102,537	0.74%	0.37%	\$16,166	\$21,705	\$140,408	
<b>Year To Date</b>				<b>13,483,310</b>	<b>96.99%</b>	<b>96.88%</b>	<b>247,428</b>	<b>176,516</b>	<b>\$13,907,254</b>	<b>\$418,023</b>

**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-14	Actual Jun-13	Actual Jun-14	Actual Jul-13	Actual Aug-13	2012-13 Totals	
<b>REVENUE:</b>																
<b>5700</b>	<b>Local Revenue:</b>															
5711	Taxes Current Year	19,381	31,010	1,144,443	3,840,618	5,176,225	1,181,680	126,868	80,603	57,585	44,053	89,190	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	8,355	9,425	14,135	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	10,728	9,711	19,023	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	-200	5,375	11,240	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	3,238	7,110	2,768	12,052	295,656	411,402	
5750	Co/Curr Activities	22,571	22,069	18,556	4,595	3,283	2,494	719	26	559	107	0	17,775	2,888	129,977	
	<b>Total Local Rev:</b>	<b>67,984</b>	<b>118,721</b>	<b>1,440,772</b>	<b>3,873,703</b>	<b>5,229,739</b>	<b>1,283,795</b>	<b>159,734</b>	<b>128,541</b>	<b>80,266</b>	<b>75,782</b>	<b>136,356</b>	<b>142,579</b>	<b>346,666</b>	<b>12,570,897</b>	
<b>5800</b>	<b>State Revenue:</b>															
5811	Available School Fund	0	0	0	93,427	29,376	29,376	138,747	96,900	92,378	260,270	145,727	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	628,198	1,170,464	1,259,061	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	102,587	88,027	103,506	86,420	160,071	1,097,223	
	<b>Total State Rev:</b>	<b>2,940,383</b>	<b>2,442,078</b>	<b>1,325,126</b>	<b>246,999</b>	<b>131,977</b>	<b>132,027</b>	<b>241,573</b>	<b>1,166,256</b>	<b>823,163</b>	<b>1,518,761</b>	<b>1,508,294</b>	<b>1,725,989</b>	<b>1,979,191</b>	<b>14,746,637</b>	
<b>5900</b>	<b>Federal Revenue:</b>															
5930	Federal	0	283,668	0	4,231	0	0	0	0	4,315	0	0	0	4,945	142,433	
	<b>Total Federal Rev:</b>	<b>0</b>	<b>283,668</b>	<b>0</b>	<b>4,231</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,315</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,945</b>	<b>142,433</b>	
<b>7900</b>	<b>Other Res/Non-Oper</b>															
	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	735,254	0	0	199,850	
	<b>Total Other Res:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>735,254</b>	<b>0</b>	<b>0</b>	<b>199,850</b>	
	<b>Total Revenue:</b>	<b>3,008,367</b>	<b>2,844,467</b>	<b>2,765,898</b>	<b>4,124,934</b>	<b>5,361,716</b>	<b>1,415,822</b>	<b>401,307</b>	<b>1,294,797</b>	<b>907,744</b>	<b>1,594,543</b>	<b>2,379,904</b>	<b>1,868,568</b>	<b>2,330,803</b>	<b>27,659,817</b>	
<b>EXPENDITURES:</b>																
<b>6000</b>	<b>Expenditures:</b>															
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	1,737,904	2,013,708	1,758,012	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	262,688	369,547	324,499	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	215,683	127,890	194,721	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	135,917	282,476	77,023	187,464	283,143	1,579,403	
6500	Debt Services	0	0	500	0	0	98,675	0	0	0	0	21,659	0	18,675	994,593	
6600	Capital Outlay	36,700	86,055	335,164	26,790	35,410	0	30,570	0	30,590	0	123,955	66,377	357,734	469,408	
8900	Other Uses/Non Operating	0	0	0	0	454,870	0	192,726	265,311	149,760	0	952,777	185,482	-2,749	244,212	
	<b>Total Expenditures:</b>	<b>1,499,962</b>	<b>2,406,227</b>	<b>2,542,778</b>	<b>2,231,537</b>	<b>2,880,869</b>	<b>2,259,037</b>	<b>2,405,183</b>	<b>2,658,649</b>	<b>2,532,542</b>	<b>2,793,621</b>	<b>3,452,645</b>	<b>2,514,447</b>	<b>3,458,625</b>	<b>28,067,955</b>	
	<b>ENDING BALANCE</b>	<b>1,508,405</b>	<b>438,240</b>	<b>223,121</b>	<b>1,893,397</b>	<b>2,480,847</b>	<b>-843,216</b>	<b>-2,003,876</b>	<b>-1,363,852</b>	<b>-1,624,798</b>	<b>-1,199,078</b>	<b>-1,072,742</b>	<b>-645,879</b>	<b>-1,127,872</b>	<b>-408,138</b>	
	<b>GF FB as of 8/31/13</b>	<b>8,490,723</b>														
		9,999,128	10,437,368	10,660,489	12,553,886	15,034,733	14,191,517	12,187,642	10,823,790	9,198,992	10,352,076	8,126,251	7,480,371	6,352,549		

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-14	Actual Jun-13	Actual Jun-14	Actual Jul-13	Actual Aug-13	2012-13 Totals
<b>REVENUE:</b>															
<b>5700</b>	<b>Local Revenue:</b>														
	Earnings from Temp Dep			413	0	0	459	0	0	527	0	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	27,314	2,397	2,814	0	20,398	243,170
	Breakfast	7,241	8,574	6,646	5,980	6,464	7,296	6,469	7,152	6,576	844	791	0	4,537	71,130
	A La Carte	8,563	9,853	8,162	6,740	8,998	10,605	7,420	10,889	10,274	1,307	1,706	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	1,408	398	4,250	89	1,435	9,574
	Summer Food Service	0	0	0	0	0	0	0	0	0	81	22	92	59	232
	<b>Total Local Rev:</b>	<b>47,967</b>	<b>53,942</b>	<b>43,367</b>	<b>34,556</b>	<b>46,441</b>	<b>49,908</b>	<b>36,896</b>	<b>48,766</b>	<b>46,099</b>	<b>5,027</b>	<b>9,583</b>	<b>182</b>	<b>30,193</b>	<b>406,632</b>
<b>5800</b>	<b>State Revenue</b>														
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
	<b>Total State Rev:</b>	<b>0</b>	<b>1,046</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,685</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,504</b>
<b>5900</b>	<b>Federal Revenue</b>														
5921	School Breakfast	0	36,071	41,264	33,639	26,664	28,447	33,641	26,732	37,747	41,672	35,244	0	7,437	293,729
5922	National School Lunch	0	102,977	116,069	92,093	77,755	92,659	101,619	80,978	109,881	127,121	100,377	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	9,513	7,195	9,513	7,195	16,815	95,967
5929	Fed Rev TEA-Sum Feed	0	0	0	0	0	0	0	0	0	0	0	0	25,052	25,052
	<b>Total Federal Rev:</b>	<b>9,513</b>	<b>148,562</b>	<b>166,846</b>	<b>135,246</b>	<b>113,933</b>	<b>130,619</b>	<b>144,774</b>	<b>117,224</b>	<b>157,141</b>	<b>175,989</b>	<b>145,135</b>	<b>7,195</b>	<b>73,872</b>	<b>1,301,079</b>
<b>7900</b>	<b>Other Res/Non-Oper:</b>														
7940	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>Total Other Res:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue:</b>	<b>57,481</b>	<b>203,550</b>	<b>210,213</b>	<b>169,802</b>	<b>160,374</b>	<b>180,527</b>	<b>191,355</b>	<b>165,990</b>	<b>203,240</b>	<b>181,015</b>	<b>154,718</b>	<b>7,377</b>	<b>104,065</b>	<b>1,717,215</b>
<b>EXPENDITURES:</b>															
<b>6000</b>	<b>Expenditures:</b>														
6100	Payroll & Benefits	39,132	45,692	47,895	50,202	46,494	46,470	47,552	45,321	46,622	56,333	47,802	43,036	55,932	536,793
6200	Contracted Services	0	123,608	135,901	111,701	124,026	48,909	110,613	112,214	109,199	96,090	102,195	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	9,928	7,455	10,388	7,757	8,635	90,512
6400	Other Operating	11	165	105	160	55	61	234	42	80	159	197	130	130	1,085
6600	Capital Outlay	0	9,243	0	0	0	0	14,177	0	0	0	0	0	0	0
	<b>Total Expenditures:</b>	<b>48,948</b>	<b>199,318</b>	<b>193,908</b>	<b>172,007</b>	<b>180,739</b>	<b>105,161</b>	<b>182,257</b>	<b>167,272</b>	<b>165,830</b>	<b>160,037</b>	<b>160,581</b>	<b>102,004</b>	<b>90,846</b>	<b>1,577,931</b>
	<b>ENDING BALANCE</b>	<b>8,533</b>	<b>12,765</b>	<b>29,071</b>	<b>26,865</b>	<b>6,500</b>	<b>81,865</b>	<b>90,963</b>	<b>89,681</b>	<b>127,091</b>	<b>222,546</b>	<b>121,229</b>	<b>26,601</b>	<b>39,821</b>	<b>139,284</b>

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-14	Actual Jun-13	Actual Jun-14	Actual Jul-13	Actual Aug-13	2012-13 Totals
<b>REVENUE:</b>															
5700	<b>Local Revenue:</b>														
5711	Taxes Current Year	2,909	4,640	171,262	574,735	774,605	176,834	18,986	12,062	8,617	6,612	13,347	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	1,206	1,153	2,031	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	1,437	1,265	2,682	2,658	1,350	20,229
5742	Earnings Fm Temp Dep	92	90	107	166	344	388	394	390	410	783	404	817	456	6,826
	<b>Total Local Rev:</b>	5,417	13,434	175,764	577,702	780,348	188,590	23,357	17,883	11,671	9,813	18,464	17,386	6,633	1,797,924
5800	<b>State Revenue:</b>														
5829	St Rev Dist By TEA	0	0	22,190	0	0	0	0	0	0	0	0	0	0	53,770
	<b>Total State Rev:</b>	0	0	22,190	0	0	0	0	0	0	0	0	0	0	53,770
7900	<b>Other Res/Non-Oper:</b>														
7911	Issuance of Bonds	0	0	0	0	0	0	0	0	16,179,995	0	0	0	0	0
7916	Issuance of Bonds	0	0	0	0	0	0	0	0	1,369,608	0	0	0	0	0
7940	Other Res/Non-Oper Rev	0	0	1,619	0	0	0	0	0	-1,619	0	0	0	0	0
	<b>Total Other Res:</b>	0	0	1,619	0	0	0	0	0	17,547,983	0	0	0	0	0
	<b>Total Revenue:</b>	5,417	13,434	199,573	577,702	780,348	188,590	23,357	17,883	17,559,655	9,813	18,464	17,386	6,633	1,851,694
<b>EXPENDITURES:</b>															
6000	<b>Expenditures:</b>														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	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	-15,529	0	0	0	469,384	945,469
6599	Other Debt Fees	0	0	500	0	0	0	400	0	282,082	0	0	0	0	900
8949	Other Uses-Bond Escrow	0	0	0	0	0	0	0	0	17,254,997	0	0	0	0	0
	<b>Total Expenditures:</b>	0	0	500	0	0	751,312	400	0	17,521,550	0	0	0	989,384	1,801,369
	<b>ENDING BALANCE</b>	5,417	18,851	217,924	795,626	1,575,974	1,013,252	1,036,209	1,054,092	1,092,197	1,015,690	1,110,660	1,128,047	145,295	50,325
<b>Total Approved Budget</b>															
199, 240, 511															
	<b>TOTAL REVENUE</b>	3,071,266	3,061,451	3,175,684	4,872,437	6,302,438	1,784,939	616,019	1,478,670	18,670,639	1,785,372	2,553,086	1,893,331	2,441,501	31,228,726
	<b>TOTAL EXP</b>	1,548,910	2,605,545	2,737,185	2,403,544	3,061,608	3,115,510	2,587,840	2,825,921	20,219,922	2,953,658	3,613,226	2,616,451	4,538,855	31,447,254
	<b>ENDING BALANCE</b>	1,522,355	1,978,262	2,416,761	4,885,654	8,126,484	6,795,912	4,824,091	3,476,840	1,927,557	2,691,453	867,417	144,296	-1,953,058	

**Agenda Item Summary Sheet (4 A.1)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

<b>Consent Agenda: Governance</b>	Minutes of Previous Meetings  A. June 24, 2014 – Regular Meeting
<b>Summary</b>	According to policy BE (LOCAL), BOARD MEETINGS, MINUTES, board action shall be carefully recorded by the secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.
<b>ECISD Board Policy</b>	BE (LOCAL), BOARD MEETINGS
<b>Effective Date</b>	July 15, 2014.
<b>Previous Board Action</b>	The Board approves minutes at each regular monthly meeting.
<b>Future Action Expected</b>	The Board approves minutes at each regular monthly meeting.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	None.
<b>Student and Public Benefit</b>	An accurate record of all discussions and actions by the Board of Trustees is maintained.
<b>Procedural and Reporting Implications</b>	After approval minutes are filed with the official records of the District.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.

**Attachments**

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

1. Regular Meeting – June 24, 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  
June 24, 2014**

The Board of Trustees of the El Campo Independent School District met in a Regular Session June 24, 2014 at the El Campo Independent School District Administration Office, 700 W Norris Street, El Campo, Texas.

**MEMBERS PRESENT:** Tommy Turner, Ralph Novosad, David Hodges, Cecil Davis, James Russell, J. J. Croix (arrived 7:03 p.m.), Adam Gusman

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mark Pool, Carolyn Gordon, Kelly Waters, Scott Gelardi, Mark Freeman, Dianne Cerny, Rich DuBroc, Cassandra Moreno, Debbie Ehlert, Polly Wilkins, Vanessa Rod, Rebecca Crowell, Mauri Couey, NaShay Little, Jennifer Savino, Hubert Kaiser, Jody Larimer, Carl Woodworth, Deborah Ehlert, Hubert Kaiser, Katrese Skinner, Cassandra Moreno, Connie Soliz, Kimberly Clark, Lisa Hernandez, Allie Lyons, Leticia Vazquez, Jazmin Cordova, Taylor Michaelson, Cameron Wall, Joel Hernandez, Amber Sosa, Jada Thompson, Michael Wall, Ann Alameda, Brandi Knudsen, Maite Gomez, Zula Thompson, Kari Wilkins, Polly Wilkins, Mauri Couey, Matt Kurtzman Aramarte, Steven Staff, A. J. Kresta

Board President Tommy Turner called the meeting to order at 7:01 p.m. David Hodges 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 One-Act Play State Qualifiers  
El Campo UIL Academic Contests State Qualifiers – Katrese Skinner introduced members of the UIL Academic Contests State Qualifiers  
El Campo High School Swim Team State Qualifiers – Richard Nava introduced the Swim Team State Qualifiers Matthew Wilkins and Kari Wilkins  
Teacher Recognition – Kimberly Clark was recognized for fifteen years of service to the District

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

The Board reconvened at 7:21 p.m.

**CONSENT AGENDA:** A motion was made by James Russell and seconded by Ralph Novosad to approve the consent agenda:

- A. Governance
  - 1. Consider May 20, 2014 – Regular Meeting
- B. Business and Support Service
  - 1. Monthly Report on High School Baseball and Softball Fields Complex Construction Progress Meetings
  - 2. Monthly Report on Myatt and Northside Elementary Security Entrances
  - 3. Consider Approval of Budget Amendments
  - 4. Review Application and Certification for Payment No. 9
  - 5. Consider Approval of Property and Casualty Risk management Proposal

6. Consider Approval of Workers Compensation Renewal
  7. Consider Approval of Contract with Food Service Management Company
  8. Review of Monthly Financial Reports
  9. Review Quarterly Investments Reports
  10. Monthly Review of Checks Written for the Month of May, 2014
- C. Personnel
1. Review Administrator Certification of PDAS Performance Evaluations and Summative conferences
  2. Review of PDAS Summative Analysis
- D. Curriculum and Instruction
1. Consider Approval of Proposal to Close High School Campus to Ninth Grade Students to Improve Academic Performance
- E. Students

Motion carried unanimously.

***BUSINESS AND OPERATIONS***

**REVIEW AND DISCUSS COMMUNITY FACILITEIS ADVISORY COMMITTEE’S RECOMMENDATION FOR “BEST COURSE OF ACTION”**: A. J. Kresta, Chairman of the Facilities Advisory Committee, presented the Committee’s recommendations for a bond for the facilities of the District.

**CONSIDER APPROVAL OF SSC SERVICE SOLUTIONS CONTRACT AMENDMENT**: A motion was made by Ralph Novosad and seconded by David Hodges the SSC Service Solutions contract amendment. Motion carried unanimously.

**REVIEW PRELIMINARY GENERAL OPERATING BUDGET FOR FY14-15**: David Bright reviewed preliminary General Operating Budget for FY14-15.

**REVIEW COMPENSATION MARKET STUDY FOR SUPPLEMENTAL COMPENSATION AND STIPENDS**: Mr. Pool and the Board reviewed compensation market study for supplemental compensation and stipends.

**REVIEW AND DISCUSS RECOMMENDED STRUCTURE ADJUSTMENT AND GENERAL PAY INCREASE**: Mr. Pool and the Board reviewed and discussed the recommended structure adjustment and general pay increase.

**REMOVE FROM THE TABLE AND DISCUSS PLANS FOR HIGH SCHOOL PARKING LOT RENOVATIONS**: The Board removed from the table and discussed plans for the High School Parking Lot renovations.

***CURRICULUM AND INSTRUCTION***

**REVIEW OF STAAR AND END-OF-COURSE TEST RESULTS**: Mr. Pool and Kelly Waters, Assistant Superintendent of Curriculum and Instruction and the Board review and discussed the STAR and the End-of-Course Test Results.

**REVIEW CORRELATION BETWEEN STAAR AND EOC RESULTS TO PERFORMANCE ON DISTRICT COMMON ASSESSMENTS**: Mr. Pool and the Board reviewed the correlation between the STAAR and

EOC results to performance on District Common Assessments. There proved to no correlation between the nine weeks tests and the STAAR and EOC results.

## **GOVERNANCE**

### **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 9:35 p.m. and reconvened in open session at 10:27 p.m. to take the following action:

Discuss Employment of Teachers and Other Professional Personnel: No action taken

### **PERSONNEL**

**CONSIDER APPROVAL OF PERSONNEL RECOMMENDATIONS:** A motion was made by James Russell and seconded by Adam Gusman to approve the Superintendent's recommendations:

#### **Hutchins Elementary**

Behavior Intervention Teacher – Curtis Walker

Third Grade Classroom Teacher (2) – Jessica Shanks, Bianca Barrera

#### **Northside Elementary**

Fifth Grade Cassie Vela, Samantha Wortham

Fourth Grade – Alicia Davis

#### **Middle School**

Math Intervention Teacher – Megan Martin

#### **High School**

Assistant Principal – Rodney Montello

Spanish Teacher – Aubrey Supak

Special Education Teacher / Coach – Roxanne Rodriguez

#### **Special Education Shared Service Agreement**

PPCD Teacher – Rice CISD -

Motion carried unanimously.

**REVIEW OF PERSONNEL CHANGES FOR 2014-2015:** Mr. Pool and the Board reviewed personnel changes for the 2014-2015 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 10:28 p.m.

DRAFT

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PRESIDENT

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SECRETARY

**Agenda Item Summary Sheet (4 B.1)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda  
Business and Support  
Services**

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

### **Summary**

Progress Meeting No. 15 was held on June 26, 2014; and Progress Meeting No. 16 was held on July 10, 2014. The following is a list of the work completed and the projected work reviewed and discussed at each meeting:

#### **Progress Meeting No. 15 – June 26, 2014**

##### **Work Completed**

1. Rough electrical at concessions 90% complete
2. Rough carpentry at concessions 85% complete
3. Select fill installation at paving / walks complete
4. Concrete paving / walks 45% complete
5. Irrigation system at baseball field 98% complete
6. Irrigation system at softball field 98% complete
7. Baseball bleacher installation 65% complete
8. Pressbox installation complete
9. Dumpster enclosure foundation complete
10. Masonry at dumpster enclosure 50% complete
11. Infield clay soil installation at softball field ongoing
12. PEMB bleacher cover erection 10% complete

##### **Projected Work**

1. Complete rough carpentry at concessions
2. Complete electrical rough at concessions
3. Complete installation of bleachers at baseball field
4. Begin installation of softball bleachers
5. Complete masonry at dumpster enclosure
6. PEMB bleacher cover installation ongoing
7. Begin interior hardi ceilings at concessions
8. Complete installation of special soils at both fields
9. Begin installation of topsoil at both fields
10. Begin installation of chain link fence at batting cages

#### **Progress Meeting No. 16 – July 10, 2014**

##### **Work Completed**

1. Rough electrical at concessions complete
2. Rough carpentry at concessions 95% complete
3. HVAC rough-in at concessions complete
4. Concrete paving / walks 45% complete
5. Irrigation system at baseball field 98% complete

6. Irrigation system at softball field 98% complete
7. Baseball bleacher installation 95% complete
8. Softball bleacher installation 75% complete
9. Masonry at dumpster enclosure complete
10. Infield clay soil installation at softball field complete
11. Topsoil installation at softball field ongoing
12. PEMB bleacher cover erection at baseball 60% complete
13. PEMB bleacher cover erection at softball 10% complete
14. Hardi ceilings at concessions 40% complete
15. Interior painting at concessions ongoing

**Projected Work**

1. Complete rough carpentry at concessions
2. Complete hardi ceilings at concessions
3. Interior paint at concessions ongoing
4. Complete installation of bleachers at softball field
5. Complete installation of bleachers at baseball field
6. Softball bleacher cover installation ongoing
7. Complete erection of baseball bleacher cover
8. Complete installation of special soils at both fields
9. Complete installation of topsoil at softball field
10. Begin installation of topsoil at baseball field
11. Begin installation of chain link fence at batting cages
12. Install hardi ceilings at entry and ticket booth

**ECISD Board Policy**

None.

**Effective Date**

June 26<sup>th</sup> and July 10<sup>th</sup>, 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. 15, June 26, 2014
- Construction Project Meeting No. 16, July 10, 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, June 26, 2014

El Campo Independent School District  
New Baseball - Softball Complex

Time: 10:00 AM

Location: PCI Job Trailer

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PROGRESS MEETING NO. 15

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 16 to be held on Thursday, July 10, 2014 at the PCI job trailer.



# POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

## MEETING MINUTES

**Date of Issue:** 06/26/14  
**Date of Meeting:** 06/12/14  
**Place of Meeting:** ECISD Administration Building  
**Time of Meeting:** 10:00 AM  
**Subject:** Progress Meeting # 14

**Present:**

Mark Pool, Superintendent	El Campo ISD	
Jeff Balcar	El Campo ISD	(absent)
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	El Campo ISD	

**Distribution:** All Attendees

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

Item No.	Item Description	Responsibility	Due Date	Status
1.0 Mtg 13	<u>PREVIOUS ISSUES:</u> 13.01 No new issues.			

Item No.	Item Description	Responsibility	Due Date	Status
2.0	<p><b><u>A. CONSTRUCTION PROGRESS:</u></b></p> <ol style="list-style-type: none"> <li>1. Trim / metal roofing at batting cages 75% complete</li> <li>2. Rough electrical at Concessions 90% complete</li> <li>3. Interior masonry at Concessions complete</li> <li>4. Metal roofing at Concessions complete</li> <li>5. Concrete paving at baseball bleacher area complete</li> <li>6. Concrete paving at softball bleacher area complete</li> <li>7. Select fill installation at paving / walks 80% complete</li> <li>8. Concrete paving / walks ongoing</li> <li>9. Metal roofing at dugouts complete</li> <li>10. Aluminum bleacher delivery complete</li> <li>11. Baseball bleacher installation 40% complete</li> <li>12. Irrigation system at baseball field 90% complete</li> <li>13. Delivery of Bleacher Covers / PEMB complete</li> <li>14.</li> <li>15.</li> <li>16.</li> </ol> <p><b><u>B. PROJECTED WORK:</u></b></p> <ol style="list-style-type: none"> <li>1. Complete trim / metal roofing at batting cages</li> <li>2. Complete electrical rough at Concession building</li> <li>3. Complete rough carpentry at Concessions bldg.</li> <li>4. Complete installation of bleachers at Baseball field</li> <li>5. Begin installation of softball bleachers</li> <li>6. Complete select fill at concrete walks</li> <li>7. Complete irrigation system at baseball field</li> <li>8. Begin irrigation system at softball field</li> <li>9.</li> <li>10.</li> <li>11.</li> <li>12.</li> <li>13.</li> <li>14.</li> <li>15.</li> <li>16.</li> </ol>			
3.0	<p><b><u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u></b></p> <ol style="list-style-type: none"> <li>1.</li> </ol> <p><b><u>FIELD ISSUES AND QUALITY CONTROL:</u></b></p> <ol style="list-style-type: none"> <li>1.</li> </ol> <p><b><u>Comments related to construction activity</u></b></p> <p><b><u>Scheduled pre-installation conferences:</u></b></p> <ol style="list-style-type: none"> <li>1.</li> </ol>			

Item No.	Item Description	Responsibility	Due Date	Status
4.0	<b>DOCUMENT STATUS LOGS:</b> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:			
4.1	<u>RFI Log reviewed:</u> None			
4.2	<u>CPR / AEA Log reviewed:</u> Outstanding: None Current: <u>Note:</u>  <u>Minor Changes and Clarifications:</u> None			
5.0 Mtg 14	<b>NEW ISSUES</b>  14.01 Mark requested verification of seating capacity in bleachers. Quantity of seats ties directly to plumbing fixture count. Seating capacity was dictated based on project budget.			Closed

**Next Team Meeting 06/26/14 @ 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**

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<b>Meeting Location:</b>	Administration Bldg. El Campo, Texas	<b>Date:</b>	6/26/2014
		<b>Time:</b>	10:00 AM

---

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

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

1. Rough electrical at Concessions 90% complete
2. Rough carpentry at Concessions Bldg. 85% complete
3. Select fill installation at paving / walks complete
4. Concrete paving / walks 45% complete
5. Irrigation system at baseball field 98% complete
6. Irrigation system at softball field 98% complete
7. Baseball bleacher installation 65% complete
8. Pressbox installation complete
9. Dumpster enclosure foundation complete
10. Masonry at dumpster enclosure 50% complete
11. Infield clay soil installation at softball field ongoing
12. PEMB bleacher cover erection 10% complete
- 13.
- 14.
- 15.

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

1. Complete rough carpentry at Concessions bldg.
2. Complete electrical rough at Concession building
3. Complete installation of bleachers at Baseball field
4. Begin installation of softball bleachers
5. Complete masonry at dumpster enclosure
6. PEMB bleacher cover installation ongoing
7. Begin interior hardi ceilings at Concessions Bldg.
8. Complete installation of special soils at both fields
9. Begin installation of topsoil at both fields
10. Begin installation of chain link fence at batting cages
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

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

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

- 1.

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

- 1.

Baseball – Softball Athletic Complex – Progress Report Photos



1. Concrete walks at softball batting cage



2. Concrete sidewalk at baseball batting cage



3. Concrete walks adjacent to parking area



4. Concrete walks at baseball batting cage



5. Baseball field press box



6. Press box at softball field

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



7. Press box at softball field



8. Infield clay soils at softball field



9. Ceiling framing at concession building



10. Block fill interior partition at concession building



11. Masonry partitions at dumpster enclosure



12. Front entry signage





# CHANGE PROPOSAL REQUEST LOG

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

El Campo ISD  
**Project No. 1388**  
6/26/14



## 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



# POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

Date: Thursday, July 10, 2014

El Campo Independent School District  
New Baseball - Softball Complex

Time: 10:00 AM

Location: PCI Job Trailer

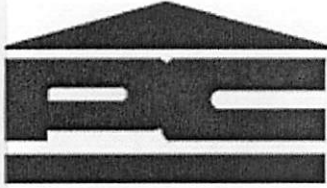
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PROGRESS MEETING NO. 16

AGENDA

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1. Review Previous Weeks Meeting Minutes
  - a. Status of action items
  - b. Comments or Changes
  
2. Review Logs - Discuss Outstanding Issues
  - a. RFI Logs
  - b. Submittal Logs
  - c. Minor Changes & Clarifications
  - d. Change Proposal Request & Change Proposals
  - e. Allowance Expenditure Authorizations
  
3. Review Schedule
  - a. Review work progress since previous meeting
  - b. Overall construction schedule and 3 week look ahead
  - c. Identify any material delivery issues or issues that may create delays
  - d. Change Proposal Request & Change Proposals
  
4. Review Field and Quality Control Issues
  - a. Previous week activity: Observations, problems, conflict, field directives
  - b. Schedule pre-installation conferences this week
  - c. Schedule inspections this week
  - d. Other issues and questions
  
5. New Issues
  - a. Polasek Construction, Inc.
  - b. El Campo Independent School District
  - c. RWS Architects, Inc.
  
6. Scheduled Meetings
  - a. Progress Meeting Number 17 to be held on Thursday, July 24, 2014 at the PCI job trailer.



# POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

## MEETING MINUTES

**Date of Issue:** 07/10/14

**Date of Meeting:** 06/26/14

**Place of Meeting:** ECISD Administration Building

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

**Subject:** Progress Meeting # 15

**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	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 14	<u>PREVIOUS ISSUES:</u> 14.01 Mark requested verification of seating capacity in bleachers. Quantity of seats ties directly to plumbing fixture count. Seating capacity was dictated based on project budget.			Closed

Item No.	Item Description	Responsibility	Due Date	Status
2.0	<p><b><u>A. CONSTRUCTION PROGRESS:</u></b></p> <ol style="list-style-type: none"> <li>1. Rough electrical at Concessions 90% complete</li> <li>2. Rough carpentry at Concessions Bldg. 85% complete</li> <li>3. Select fill installation at paving / walks complete</li> <li>4. Concrete paving / walks 45% complete</li> <li>5. Irrigation system at baseball field 98% complete</li> <li>6. Irrigation system at softball field 98% complete</li> <li>7. Baseball bleacher installation 65% complete</li> <li>8. Pressbox installation complete</li> <li>9. Dumpster enclosure foundation complete</li> <li>10. Masonry at dumpster enclosure 50% complete</li> <li>11. Infield clay soil installation at softball field ongoing</li> <li>12. PEMB bleacher cover erection 10% complete</li> <li>13.</li> <li>14.</li> <li>15.</li> </ol> <p><b><u>B. PROJECTED WORK:</u></b></p> <ol style="list-style-type: none"> <li>1. Complete rough carpentry at Concessions bldg.</li> <li>2. Complete electrical rough at Concession building</li> <li>3. Complete installation of bleachers at Baseball field</li> <li>4. Begin installation of softball bleachers</li> <li>5. Complete masonry at dumpster enclosure</li> <li>6. PEMB bleacher cover installation ongoing</li> <li>7. Begin interior hardi ceilings at Concessions Bldg.</li> <li>8. Complete installation of special soils at both fields</li> <li>9. Begin installation of topsoil at both fields</li> <li>10. Begin installation of chain link fence at batting cages</li> <li>11.</li> <li>12.</li> </ol>			
3.0	<p><b><u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u></b></p> <ol style="list-style-type: none"> <li>1.</li> </ol> <p><b><u>FIELD ISSUES AND QUALITY CONTROL:</u></b></p> <ol style="list-style-type: none"> <li>1.</li> </ol> <p><b><u>Comments related to construction activity</u></b></p> <p><b><u>Scheduled pre-installation conferences:</u></b></p> <ol style="list-style-type: none"> <li>1.</li> </ol>			

Item No.	Item Description	Responsibility	Due Date	Status
4.0	<b>DOCUMENT STATUS LOGS:</b> Submittal Log reviewed with the following comments: 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	<b>NEW ISSUES</b>			
Mtg 15	15.01 ECISD requested the modifications necessary to the fencing on the softball field in order to allow for tarp storage. Measure existing tarp at current ballfield.	PCI		Open
	15.02 City of El Campo has updated the schedule to construct ECISD parking. Current information is for the month of October.	FYI		Closed
	15.03 ECISD to contact provider for permanent installation of phone. D-Mark.	ECISD		Open

**Next Team Meeting 06/26/14 @ 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**

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<b>Meeting Location:</b>	Administration Bldg. El Campo, Texas	<b>Date:</b>	7/10/2014
		<b>Time:</b>	10:00 AM

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

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

1. Rough electrical at Concessions complete
2. Rough carpentry at Concessions Bldg. 95% complete
3. HVAC rough-in at Concessions complete
4. Concrete paving / walks 45% complete
5. Irrigation system at baseball field 98% complete
6. Irrigation system at softball field 98% complete
7. Baseball bleacher installation 95% complete
8. Softball bleacher installation 75% complete
9. Masonry at dumpster enclosure complete
10. Infield clay soil installation at softball field complete
11. Topsoil installation at softball field ongoing
12. PEMB bleacher cover erection at baseball 60% complete
13. PEMB bleacher cover erection at softball 10% complete
14. Hardi ceilings at Concessions 40% complete
15. Interior painting at Concessions ongoing

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

1. Complete rough carpentry at Concessions bldg.
2. Complete hardi ceilings at Concessions building
3. Interior paint at Concessions ongoing
4. Complete installation of bleachers at Softball field
5. Complete installation of bleachers at Baseball field
6. Softball bleacher cover installation ongoing
7. Complete erection of baseball bleacher cover
8. Complete installation of special soils at both fields
9. Complete installation of topsoil at softball field
10. Begin installation of topsoil at baseball field
11. Begin installation of chain link fence at batting cages
12. Install hardi ceilings at Entry and Ticket booth
- 13.
- 14.
- 15.
- 16.

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

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

- 1.

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

- 1.

**Baseball – Softball Athletic Complex – Progress Report Photos**



1. Baseball bleacher cover erection



2. Interior painting at concession building



3. Softball bleacher installation



4. Softball bleacher installation



5. Softball bleacher installation



6. Topsoil installation at softball field

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



7. Infield clay soil at softball field



8. Softball press box entry





**CHANGE PROPOSAL REQUEST LOG**

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

El Campo ISD  
**Project No. 1388**  
7/10/14



**SUMMARY ( ALLOWANCES )**

Graphics / Front Entry \$ 4,000.00  
Materials Testing / Surveying \$ 19,000.00

**\$ 23,000.00**

**TOTAL ALLOWANCE AMOUNT**

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**

**Consent Agenda  
Business and Support  
Services**

Report on Myatt and Northside Elementary Entrances and Northside Canopy Project

**Summary**

Progress Meeting No. 3 was held on June 26, 2014; and Progress Meeting No. 4 was held on July 10, 2014. The following is a list of the work completed and the projected work reviewed and discussed at each meeting:

**Progress Meeting No. 3 – June 26, 2014**

**Work Completed**

1. Shotblast of entry concrete complete at both campuses
2. Concrete coring of ceiling panels for a/c complete at both campuses
3. Demolition of concrete walks at Northside complete
4. Select fill installation at Northside complete
5. Concrete walks at Northside 20% complete
6. Concrete prep at Northside ongoing

**Projected Work**

1. Complete concrete walks at Northside
2. Begin installation of aluminum canopy
3. Begin installation of aluminum storefront
4. Begin a/c ductwork and grille install
5. Begin light fixture installation
6. Apply moisture barrier to concrete at entries

**Progress Meeting No. 4 – July 10, 2014**

**Work Completed**

1. Concrete walks complete at Northside
2. A/C ductwork and grilles 90% complete
3. Hollow metal frame modifications at Myatt complete
4. Moisture barrier at concrete entries complete

**Projected Work**

1. Begin installation of aluminum canopy
2. Complete a/c ductwork and grilles
3. Begin installation of aluminum storefront
4. Begin light fixture installation
5. Begin installation of casework
6. Begin fire alarm and sound rough-in

7. Begin floor tile installation
8. Begin installation of doors and hardware

<b>ECISD Board Policy</b>	None.
<b>Effective Date</b>	June 26 <sup>th</sup> and July 10 <sup>th</sup> , 2014
<b>Previous Board Action</b>	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.
<b>Future Action Expected</b>	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.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	<ul style="list-style-type: none"> <li>• Combined Proposal for all Projects is \$377,350.00</li> </ul>
<b>Student and Public Benefit</b>	The Board and the general public are appropriately informed about the progress on the capital improvement projects.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Construction Project Meeting No. 3, June 26, 2014</li> <li>• Construction Project Meeting No. 4, July 10, 2014</li> </ul>
<b>Contact Person(s)</b>	Mark Pool, Superintendent of School
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	Information only. <b>Mark Pool, Superintendent of Schools</b>



# POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

Date: Thursday, June 26, 2014

El Campo Independent School District  
Myatt / Northside Elementary Security

Time: 10:00 AM

Location: PCI Job Trailer

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PROGRESS MEETING NO. 3

AGENDA

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1. Review Previous Weeks Meeting Minutes
  - a. Status of action items
  - b. Comments or Changes
  
2. Review Logs - Discuss Outstanding Issues
  - a. RFI Logs
  - b. Submittal Logs
  - c. Minor Changes & Clarifications
  - d. Change Proposal Request & Change Proposals
  - e. Allowance Expenditure Authorizations
  
3. Review Schedule
  - a. Review work progress since previous meeting
  - b. Overall construction schedule and 3 week look ahead
  - c. Identify any material delivery issues or issues that may create delays
  - d. Change Proposal Request & Change Proposals
  
4. Review Field and Quality Control Issues
  - a. Previous week activity: Observations, problems, conflict, field directives
  - b. Schedule pre-installation conferences this week
  - c. Schedule inspections this week
  - d. Other issues and questions
  
5. New Issues
  - a. Polasek Construction, Inc.
  - b. El Campo Independent School District
  - c. RWS Architects, Inc.
  
6. Scheduled Meetings
  - a. Progress Meeting Number 04 to be held on Thursday, July 10, 2014 at the PCI job trailer.



# POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

## MEETING MINUTES - MYATT / NORTHSIDE SECURITY

**Date of Issue:** 06/26/14

**Date of Meeting:** 06/12/14

**Place of Meeting:** ECISD Administration Building

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

**Subject:** Progress Meeting # 02

**Present:**

Mark Pool, Superintendent	El Campo ISD	
Jeff Balcar	El Campo ISD	(absent)
David Bright	El Campo ISD	(absent)
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	<b>PREVIOUS ISSUES:</b>  01.01 <b>Colors selected:</b> <u>Tile</u> - Daltile 18 x 18 Graphite / Copper; <u>Wood Doors</u> Wilsonart - Nepal Teak 7209-60; <u>Casework</u> Wilsonart - Nepal Teak 7209-60; <u>Countertops</u> Wilsonart - Bronze Legacy 4656-60; <u>Casework - Doors, Drawers, Countertops</u> - Black Edge Band; <u>Acoustical Wall Panel</u> Guilford of Maine - Pearl. <u>Carpet</u> - Treasure Chest; <u>Base</u> - Black Brown.  01.02 Owner requested relocation of flagpole to street side of drive, center of building. Verify location. <b>Flagpole to remain at original location.</b>			Closed          PCI          Closed
2.0	<b>A. CONSTRUCTION PROGRESS:</b> 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.			

Item No.	Item Description	Responsibility	Due Date	Status
	<u>B. PROJECTED WORK:</u> 1. Demolition of existing walks at Northside 2. Install select fill for walks at Northside 3. Begin concrete walk installation 4. 5.			
3.0	<u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u> 1.  <u>FIELD ISSUES AND QUALITY CONTROL:</u> 1.  <u>Comments related to construction activity</u>  <u>Scheduled pre-installation conferences:</u> 1.			
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:			
4.1	<u>RFI Log reviewed:</u> None			
4.2	<u>CPR / AEA Log reviewed:</u> Outstanding: None Current: <u>Note:</u>  <u>Minor Changes and Clarifications:</u> None			
5.0 Mtg 2	<u>NEW ISSUES</u>  02.01 PCI requested information concerning interior signage allowance. Malcolm suggested matching existing colors for the one sign required on each campus. Sign to read "Reception" and have a back up plate due to location for mounting on glass.  02.02	PCI		Open

**Next Team Meeting 6/26/2014 @ 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**

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

## **Project Overview**

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<b>Meeting Location:</b>	Administration Bldg. El Campo, Texas	<b>Date:</b>	6/26/2014
		<b>Time:</b>	10:00 AM

---

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

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

1. Shotblast of entry concrete complete at both campuses
2. Concrete coring of ceiling panels for a/c complete at both campuses
3. Demolition of concrete walks at Northside complete
4. Select fill installation at Northside complete
5. Concrete walks at Northside 20% complete
6. Concrete prep at Northside ongoing
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

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

1. Complete concrete walks at Northside
2. Begin installation of aluminum canopy
3. Begin installation of aluminum storefront
4. Begin a/c ductwork and grille install
5. Begin light fixture installation
6. Apply moisture barrier to concrete at entries
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

### **2. FIELD ISSUES**

#### **A. OUTSTANDING**

- 1.

#### **B. CURRENT**

- 1.

**Northside & Myatt Elementary Security Entrances – Progress Report Photos**



1. Northside Elem. – Concrete walks at front entry



2. Northside Elem. – Concrete walks at front entry

# 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  
 6/26/14



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											
		<b>TOTALS FOR CPR'S</b>					\$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**

**POLASEK CONSTRUCTION INC.**

**SUBMITTAL LOG - ECISD Myatt / Northside Security Entrances**

**June 26, 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						
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



# POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

Date: Thursday, July 10, 2014

El Campo Independent School District  
Myatt / Northside Elementary Security

Time: 10:00 AM

Location: PCI Job Trailer

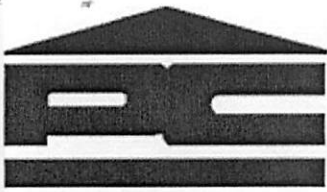
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PROGRESS MEETING NO. 4

AGENDA

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1. Review Previous Weeks Meeting Minutes
  - a. Status of action items
  - b. Comments or Changes
  
2. Review Logs - Discuss Outstanding Issues
  - a. RFI Logs
  - b. Submittal Logs
  - c. Minor Changes & Clarifications
  - d. Change Proposal Request & Change Proposals
  - e. Allowance Expenditure Authorizations
  
3. Review Schedule
  - a. Review work progress since previous meeting
  - b. Overall construction schedule and 3 week look ahead
  - c. Identify any material delivery issues or issues that may create delays
  - d. Change Proposal Request & Change Proposals
  
4. Review Field and Quality Control Issues
  - a. Previous week activity: Observations, problems, conflict, field directives
  - b. Schedule pre-installation conferences this week
  - c. Schedule inspections this week
  - d. Other issues and questions
  
5. New Issues
  - a. Polasek Construction, Inc.
  - b. El Campo Independent School District
  - c. RWS Architects, Inc.
  
6. Scheduled Meetings
  - a. Progress Meeting Number 05 to be held on Thursday, July 24, 2014 at the PCI job trailer.



# POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

## MEETING MINUTES - MYATT / NORTHSIDE SECURITY

**Date of Issue:** 07/10/14  
**Date of Meeting:** 06/26/14  
**Place of Meeting:** ECISD Administration Building  
**Time of Meeting:** 10:00 AM  
**Subject:** Progress Meeting # 03  
**Present:**


Mark Pool, Superintendent	El Campo ISD	
Jeff Balcar	El Campo ISD	
Malcolm Gaus	RWS Architects, Inc.	
Greg Polasek	Polasek Construction, Inc.	
Tyler Williams	Polasek Construction, Inc.	(absent)
Kevin Stehling	Polasek Construction, Inc.	
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	<u>PREVIOUS ISSUES:</u>			
Mtg 2	02.01 PCI requested information concerning interior signage allowance. Malcolm suggested matching existing colors for the one sign required on each campus. Sign to read "Reception" and have a back up plate due to location for mounting on glass. <b>Current colors are: Black/White at Northside. Blue/White at Myatt. Colors approved as noted above.</b>	PCI		Closed

Item No.	Item Description	Responsibility	Due Date	Status
2.0	<u>A. CONSTRUCTION PROGRESS:</u> 1. Shotblast of entry concrete complete at both campuses 2. Concrete coring of ceiling panels for a/c complete at both campuses 3. Demolition of concrete walks at Northside complete 4. Select fill installation at Northside complete 5. Concrete walks at Northside 20% complete 6. Concrete prep at Northside ongoing			
	<u>B. PROJECTED WORK:</u> 1. Complete concrete walks at Northside 2. Begin installation of aluminum canopy 3. Begin installation of aluminum storefront 4. Begin a/c ductwork and grille install 5. Begin light fixture installation 6. Apply moisture barrier to concrete at entries			
3.0	<u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u> 1.  <u>FIELD ISSUES AND QUALITY CONTROL:</u> 1.  <u>Comments related to construction activity</u>  <u>Scheduled pre-installation conferences:</u> 1.			
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:			
4.1	<u>RFI Log reviewed:</u> None			
4.2	<u>CPR / AEA Log reviewed:</u> Outstanding:     None Current: <u>Note:</u>  <u>Minor Changes and Clarifications:</u> None			
5.0 Mtg 3	<u>NEW ISSUES</u>  03.01 No New Issues         03.02			
<b>Next Team Meeting 7/10/2014 @ 10:00 am</b>				

Item No.	Item Description	Responsibility	Due Date	Status
<p>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.</p>				
				
<p>Greg Polasek Project Manager Polasek Construction, Inc.</p> <p style="text-align: right;"><b>END OF MINUTES</b></p>				



# **POLASEK CONSTRUCTION, INC.**

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

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

## **Project Overview**

---

<b>Meeting Location:</b>	Administration Bldg. El Campo, Texas	<b>Date:</b>	7/10/2014
		<b>Time:</b>	10:00 AM

---

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

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

1. Concrete walks complete at Northside
2. A/C ductwork and grilles 90% complete
3. Hollow metal frame modifications at Myatt complete
4. Moisture barrier at concrete entries complete
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

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

1. Begin installation of aluminum canopy
2. Complete a/c ductwork and grilles
3. Begin installation of aluminum storefront
4. Begin light fixture installation
5. Begin installation of casework
6. Begin fire alarm and sound rough-in
7. Begin floor tile installation
8. Begin installation of doors and hardware
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

### **2. FIELD ISSUES**

#### **A. OUTSTANDING**

- 1.

#### **B. CURRENT**

- 1.

Northside & Myatt Elementary Security Entrances – Progress Report Photos



1. Concrete paving at front entry



2. Concrete paving at front entry sidewalks



3. Concrete walks at front entry



4. Flagpole reinstallation complete

**POLASEK CONSTRUCTION INC.**

**SUBMITTAL LOG - ECISD Myatt / Northside Security Entrances**

**July 10, 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						
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	10401-19	Graphics	South Texas Graphics	7/7/2014								
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

**Agenda Item Summary Sheet (4 B.4)**  
**Meeting Date: July 15, 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**

July 15, 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
		<b>Original Contract</b>					<b>\$2,386,707.00</b>
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
07/03/14	10	\$1,732,344.25	\$86,617.21	\$1,645,727.04	\$388,478.75	\$1,257,248.29	\$740,979.96

**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. 10

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

**Action Required** No action required.

**Superintendent's Recommendation** This is an information item only.

**Mark Pool, Superintendent of Schools**

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF

4 PAGES

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

PROJECT: ECISD BASEBALL &  
 SOFTBALL COMPLEX

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

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

CONTRACT FOR: GENERAL CONSTRUCTION

APPLICATION NO: #10

PERIOD TO: 7/3/14

PROJECT NOS: 1388

CONTRACT DATE: 3/5/2013

Distribution to:

OWNER

ARCHITECT

CONTRACTOR

**RECEIVED**  
**JUL 08 2014**  
**RWS ARCHITECTS**

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM	\$	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	\$	1732344.25
(Column G on G703)		
5. RETAINAGE:		
a. 5 % of Completed Work	\$	82558.61
(Column D + E on G703)		
b. 5 % of Stored Material	\$	4058.60
(Column F on G703)		
Total Retainage (Lines 5a + 5b or		
Total in Column I of G703)		
6. TOTAL EARNED LESS RETAINAGE	\$	1645727.04
(Line 4 Less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR		
PAYMENT (Line 6 from prior Certificate)		
8. CURRENT PAYMENT DUE	\$	388478.75
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	740979.96
(Line 3 less Line 6)		

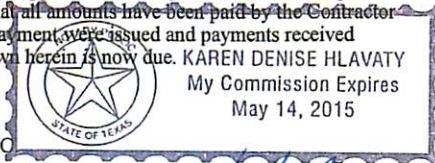
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTS
Total changes approved in previous months by Owner	\$0.00	
Total approved this Month	\$0.00	
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>
NET CHANGES by Change Order		\$0.00

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

CONTRACTOR: POLASEK CONSTRUCTION INC.

By: *[Signature]* Date: 7/3/14

State of: Texas County of: Wharton  
 Subscribed and sworn to before me this 3rd day of July 2014  
 Notary Public: Denise Hlavaty  
 My Commission expires: May 14, 2015



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED \$ 388,478.75

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

ARCHITECT:

By: *[Signature]* Date: July 8, 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]*

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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

APPLICATION NO: #10  
APPLICATION DATE: 7/3/14

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

PERIOD TO: 7/3/14

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

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
1	<b>DIVISION 1 - GEN. REQUIREMENTS</b>								
2	GENERAL CONDITIONS	\$36,000.00	\$18,000.00	\$3,000.00	\$0.00	\$21,000.00	58.33%	\$15,000.00	\$1,050.00
3	INSURANCE	\$7,500.00	\$6,000.00	\$1,500.00	\$0.00	\$7,500.00	100.00%	\$0.00	\$375.00
4	TESTING / FIELD SURVEYS	\$19,000.00	\$14,150.25	\$0.00	\$0.00	\$14,150.25	74.48%	\$4,849.75	\$707.51
5	CONSTRUCTION MANAGER FEE	\$46,798.00	\$24,000.00	\$4,000.00	\$0.00	\$28,000.00	59.83%	\$18,798.00	\$1,400.00
6	ARCHITECTURAL FEES	\$80,000.00	\$74,000.00	\$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	\$1,353.00	100.00%	\$0.00	\$67.65
8	FINAL CLEAN	\$2,930.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,930.00	\$0.00
9	CONTRACTOR CONTINGENCY	\$7,147.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	20.99%	\$5,647.00	\$75.00
10	<b>DIVISION 2 - SITEWORK</b>								
11	EARTHWORK	\$38,753.00	\$32,000.00	\$0.00	\$0.00	\$32,000.00	82.57%	\$6,753.00	\$1,600.00
12	SELECT FILL MATERIALS	\$27,935.00	\$27,935.00	\$0.00	\$0.00	\$27,935.00	100.00%	\$0.00	\$1,396.75
13	FINAL SITE GRADING	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,500.00	\$0.00
14	EROSION CONTROL	\$3,800.00	\$2,800.00	\$500.00	\$0.00	\$3,300.00	86.84%	\$500.00	\$165.00
15	TERMITE CONTROL	\$1,424.00	\$1,424.00	\$0.00	\$0.00	\$1,424.00	100.00%	\$0.00	\$71.20
16	CONCRETE WALKS	\$110,085.00	\$26,700.00	\$18,000.00	\$0.00	\$44,700.00	40.60%	\$65,385.00	\$2,235.00
17	REINFORCING STEEL	\$8,009.00	\$8,009.00	\$9.00	\$0.00	\$8,018.00	100.11%	(\$9.00)	\$400.90
18	TRANSFORMER PAD / PULL BOX	\$3,600.00	\$3,600.00	\$0.00	\$0.00	\$3,600.00	100.00%	\$0.00	\$180.00
19	ORNAMENTAL FENCING	\$13,142.00	\$0.00	\$0.00	\$0.00	\$0.00		\$13,142.00	\$0.00
20	CHAIN LINK FENCING	\$67,072.00	\$14,000.00	\$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	\$27,400.00	60.03%	\$18,245.00	\$1,370.00
22	METAL PANEL FENCING	\$79,905.00	\$27,500.00	\$29,000.00	\$0.00	\$56,500.00	70.71%	\$23,405.00	\$2,825.00
23	BATTING CAGE FENCE / NETS	\$39,868.00	\$26,000.00	\$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		\$3,728.00	\$0.00
25	STORM WATER SYSTEMS	\$40,443.00	\$40,443.00	\$0.00	\$0.00	\$40,443.00	100.00%	\$0.00	\$2,022.15
26	SITE UTILITY CONNECTIONS	\$8,166.00	\$0.00	\$8,166.00	\$0.00	\$8,166.00	100.00%	\$0.00	\$408.30
27	FIELD DRAINAGE SYSTEMS	\$35,950.00	\$35,950.00	\$0.00	\$0.00	\$35,950.00	100.00%	\$0.00	\$1,797.50
28	SPORT FIELDS PREP / SOD	\$251,635.00	\$0.00	\$52,000.00	\$47,000.00	\$99,000.00	39.34%	\$152,635.00	\$4,950.00
29	IRRIGATION SYSTEM	\$71,500.00	\$2,700.00	\$18,200.00	\$0.00	\$20,900.00	29.23%	\$50,600.00	\$1,045.00
30	PUMP STATION	\$9,800.00	\$9,800.00	\$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		\$23,926.00	\$0.00

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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

APPLICATION NO: #10  
APPLICATION DATE: 7/3/14

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

PERIOD TO: 7/3/14

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

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
32	<b>DIVISION 3 - CONCRETE</b>								
33	SITE LIGHTING FOOTINGS	\$2,200.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,200.00	\$0.00
34	CONCESSIONS FOUNDATION	\$22,948.00	\$22,948.00	\$0.00	\$0.00	\$22,948.00	100.00%	\$0.00	\$1,147.40
35	MAIN ENTRY FOUNDATIONS	\$4,200.00	\$4,200.00	\$0.00	\$0.00	\$4,200.00	100.00%	\$0.00	\$210.00
36	DUGOUT / BS FOUNDATIONS	\$61,680.00	\$61,680.00	\$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	\$38,424.00	100.00%	\$0.00	\$1,921.20
38	REINFORCING STEEL	\$30,282.00	\$30,282.00	\$0.00	\$0.00	\$30,282.00	100.00%	\$0.00	\$1,514.10
39	<b>DIVISION 4 - MASONRY</b>								
40	CMU REINFORCMENT	\$4,316.00	\$4,316.00	\$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	\$68,000.00	100.00%	\$0.00	\$3,400.00
42	SPEC-BRIK LABOR	\$54,826.00	\$52,500.00	\$0.00	\$0.00	\$52,500.00	95.76%	\$2,326.00	\$2,625.00
43	<b>DIVISION 5 METALS</b>								
44	MAIN ENTRY STRUCTURAL STEEL	\$17,345.00	\$13,737.00	\$3,608.00	\$0.00	\$17,345.00	100.00%	\$0.00	\$867.25
45	MISC STEEL / INSTALLATION	\$2,400.00	\$500.00	\$300.00	\$0.00	\$800.00	33.33%	\$1,600.00	\$40.00
46	<b>DIVISION 6 - WOODS &amp; PLASTICS</b>								
47	ROUGH CARPENTRY	\$52,900.00	\$29,800.00	\$6,500.00	\$0.00	\$36,300.00	68.62%	\$16,600.00	\$1,815.00
48	WOOD TRUSSES	\$11,045.00	\$11,045.00	\$0.00	\$0.00	\$11,045.00	100.00%	\$0.00	\$552.25
49	DUGOUT BENCHES	\$8,824.00	\$0.00	\$0.00	\$8,824.00	\$8,824.00	100.00%	\$0.00	\$441.20
50	BATRACKS / HELMET STORAGE	\$3,550.00	\$0.00	\$0.00	\$3,550.00	\$3,550.00	100.00%	\$0.00	\$177.50
51	<b>DIVISION 7 - MOISTURE PROTECT.</b>								
52	BUILDING INSULATION	\$1,970.00	\$0.00	\$1,970.00	\$0.00	\$1,970.00	100.00%	\$0.00	\$98.50
53	MASONRY COATINGS	\$10,320.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,320.00	\$0.00
54	METAL ROOFING	\$45,103.00	\$36,900.00	\$6,700.00	\$0.00	\$43,600.00	96.67%	\$1,503.00	\$2,180.00
55	SEALANTS / CAULKING	\$10,740.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,740.00	\$0.00
56	<b>DIVISION 8 - DOORS &amp; WINDOWS</b>								
57	HOLLOW METAL	\$8,777.00	\$7,770.00	\$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		\$800.00	\$0.00
59	ALUM. ROLLING COUNTER DOOR	\$8,658.00	\$8,658.00	\$0.00	\$0.00	\$8,658.00	100.00%	\$0.00	\$432.90
60	FINISH HARDWARE	\$4,994.00	\$3,800.00	\$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		\$500.00	\$0.00

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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PERIOD TO: 7/3/14

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

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
62	<b>DIVISION 9 - FINISHES</b>								
63	RESILIENT BASE	\$1,277.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,277.00	\$0.00
64	FLOOR SEALER	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,000.00	\$0.00
65	PAINTING	\$14,725.00	\$0.00	\$0.00	\$0.00	\$0.00		\$14,725.00	\$0.00
66	<b>DIVISION 10 SPECIALTIES</b>								
67	TOILET PARTITIONS	\$8,220.00	\$6,400.00	\$0.00	\$0.00	\$6,400.00	77.86%	\$1,820.00	\$320.00
68	METAL LOUVERS	\$835.00	\$835.00	\$0.00	\$0.00	\$835.00	100.00%	\$0.00	\$41.75
69	FLAGPOLES	\$2,260.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,260.00	\$0.00
70	GRAPHICS ALLOWANCE	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	100.00%	\$0.00	\$200.00
71	INTERIOR GRAPHICS	\$1,798.00	\$0.00	\$0.00	\$1,798.00	\$1,798.00	100.00%	\$0.00	\$89.90
72	FIRE EXTINGUISHERS	\$600.00	\$600.00	\$0.00	\$0.00	\$600.00	100.00%	\$0.00	\$30.00
73	TOILET ACCESSORIES	\$2,745.00	\$2,160.00	\$0.00	\$0.00	\$2,160.00	78.69%	\$585.00	\$108.00
74	<b>DIVISION 11 EQUIPMENT</b>								
75	<b>DIVISION 12 FURNISHINGS</b>								
76	CASEWORK / STAINLESS TOPS	\$18,100.00	\$0.00	\$0.00	\$0.00	\$0.00		\$18,100.00	\$0.00
77	<b>DIVISION 13 SPECIAL CONSTRUCTION</b>								
78	BATTING CAGE PEMB	\$41,524.00	\$37,900.00	\$1,200.00	\$0.00	\$39,100.00	94.16%	\$2,424.00	\$1,955.00
79	BLEACHER ROOF SYSTEM	\$91,580.00	\$0.00	\$78,000.00	\$0.00	\$78,000.00	85.17%	\$13,580.00	\$3,900.00
80	ANGLE FRAME BLEACHERS	\$145,820.00	\$74,000.00	\$65,000.00	\$0.00	\$139,000.00	95.32%	\$6,820.00	\$6,950.00
81	<b>DIVISION 14 CONVEYING SYSTEMS</b>								
82	<b>DIVISION 15 - PLUMBING</b>								
83	PLUMBING SYSTEMS	\$65,171.00	\$44,400.00	\$3,000.00	\$0.00	\$47,400.00	72.73%	\$17,771.00	\$2,370.00
84	<b>DIVISION 15 - MECH. HVAC</b>								
85	HVAC SYSTEMS	\$4,950.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,950.00	\$0.00
86	<b>DIVISION 16 - ELECTRICAL</b>								
87	MAIN ELEC. SERVICE CONDUITS	\$16,500.00	\$16,500.00	\$0.00	\$0.00	\$16,500.00	100.00%	\$0.00	\$825.00
88	SITE LIGHTING	\$24,695.00	\$0.00	\$0.00	\$16,000.00	\$16,000.00	64.79%	\$8,695.00	\$800.00
89	SPORT LIGHTING	\$209,900.00	\$191,800.00	\$0.00	\$0.00	\$191,800.00	91.38%	\$18,100.00	\$9,590.00

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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

APPLICATION NO: #10  
APPLICATION DATE: 7/3/14

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

PERIOD TO: 7/3/14

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

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
90	GENERAL ELECTRICAL	\$139,147.00	\$109,500.00	\$25,000.00	\$0.00	\$134,500.00	96.66%	\$4,647.00	\$6,725.00
91	PUBLIC ADDRESS SYSTEM	\$26,944.00	\$21,000.00	\$600.00	\$0.00	\$21,600.00	80.17%	\$5,344.00	\$1,080.00
GRAND TOTALS		\$2,385,207.00	\$1,323,419.25	\$327,753.00	\$81,172.00	\$1,732,344.25	72.63%	\$652,862.75	\$86,617.21

**Agenda Item Summary Sheet (4 B.4)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda  
Business and Support  
Services**

Application(s) for Payment for Myatt and Northside Elementary School Security Entrances and Northside Elementary Canopy

**Summary**

On February 25, 2014, Polasek Construction, Inc. was awarded a contract under a competitive sealed proposal to construct the new security entrances at Myatt and Northside Elementary Schools and the new canopy system at the entrance to Northside. The combined total proposal for all three projects was \$377,350.00, which included a \$14,000 discount for allowing the projects to be completed this summer rather than during spring break as initially discussed.

We have received Application and Certification for Payment No. 1, which has been reviewed and certified for payment by Malcolm Gaus with RWS Architects, Inc., for the amount of \$90,259.50. This leaves a balance to finish, including retainage, of \$287,090.50.

**ECISD Board Policy**

None.

**Effective Date**

July 15, 2014

**Previous Board Action**

At the regular meeting on August 27, 2013, the Board approved Competitive Sealed Proposals as the construction delivery method for the Myatt and Northside Elementary Security Entrances and the Northside Elementary Canopy Addition; along with the weighted criteria for evaluation of proposals.

At a regular meeting on February 25, 2014, the Board received and approved a competitive sealed proposal in the amount of \$377,350.00 from Polasek Construction, Inc. for the combined proposals.

**Future Action Expected**

The Board will review Applications for Payment from Polasek Construction, Inc. that have been certified by RWS Architects on a monthly basis until the conclusion of these projects.

**Background Information and  
Significant Issues**

None.

**Fiscal Impact**

**Payment Recap for Myatt and Northside Security Entrances and Canopy**

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
		<b>Original Contract</b>					<b>\$377,350.00</b>
07/03/14	1	\$95,010.00	\$4,750.50	\$90,259.50	\$90,259.50	\$0.00	\$287,090.50

<b>Student and Public Benefit</b>	Monthly review of the Applications for Payment from the contractor that have been certified by the architects insures accounting transparency for the public on this project.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None
<b>Attachments</b>	Copy of Application and Certification for Payment No. 1
<b>Contact Person(s)</b>	David Bright, Assistance Superintendent of Finance and Operations
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is an information item only. <b>Mark Pool, Superintendent of Schools</b>

# RWS ARCHITECTS

July 8, 2014

El Campo Independent School District  
Attn: Mr. Mark Pool, Superintendent  
700 West Norris  
El Campo, Texas 77437

Re: Myatt ES Security Entrance  
Northside ES Security Entrance  
Northside ES Canopy Addition  
RWS Project Nos. 1392/1393/1394  
Contractor's Application and  
Certificate for Payment No. 1

Gentlemen:

Transmitted herewith are your copies of the current Contractor's Application for Payment on the subject project:

<u>Application No.</u>	<u>Period</u>	<u>Amount to be Paid</u>
1	07/3/14	\$90,259.50

We recommend payment of the amount shown and suggest you send payment directly to Polasek Construction, Inc., P.O. Box 64, El Campo, Texas 77437.

If there are any questions, please call.

Sincerely,



Malcolm C. Gaus, AIA  
Vice President

Enclosures

cc: Polasek Construction, Inc.  
File 5.1

MCG/dd

HA\1392\Word\AP.doc

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF

6 PAGES

TO OWNER: EL CAMPO ISD  
 700 WEST NORRIS  
 EL CAMPO, TEXAS

PROJECT: Myatt Security #1392  
 Northside Security #1393  
 Northside Canopy #1394

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

VIA ARCHITECT: RWS ARCHITECTS INC.  
 3100 TIMMONS  
 HOUSTON, TEXAS 77041

CONTRACT FOR: GENERAL CONSTRUCTION

APPLICATION NO: #1

PERIOD TO: 7/3/14

PROJECT NOS: #1392,1393,  
 #1394

CONTRACT DATE: 2/26/2014

Distribution to:

OWNER

ARCHITECT

CONTRACTOR

**RECEIVED**  
 JUL 08 2014  
 RWS ARCHITECTS

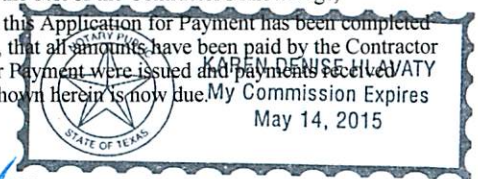
**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM .....	\$	377350.00
2. Net change by Change Orders .....	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) .....	\$	377350.00
4. TOTAL COMPLETED & STORED TO DATE .....	\$	95010.00
(Column G on G703)		
5. RETAINAGE:		
a. 5 % of Completed Work .....	\$	2377.50
(Column D + E on G703)		
b. 5 % of Stored Material .....	\$	2373.00
(Column F on G703)		
Total Retainage (Lines 5a + 5b or		
Total in Column I of G703) .....	\$	4750.50
6. TOTAL EARNED LESS RETAINAGE .....	\$	90259.50
(Line 4 Less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR		
PAYMENT (Line 6 from prior Certificate) .....	\$	0.00
8. CURRENT PAYMENT DUE .....	\$	90259.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE .....	\$	287090.50
(Line 3 less Line 6)		

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

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due. My Commission Expires May 14, 2015



CONTRACTOR: POLASEK CONSTRUCTION INC.

By: [Signature] Date: 7/3/14

State of: Texas County of: Wharton  
 Subscribed and sworn to before me this 3rd day of July 2014  
 Notary Public: Denise Harty  
 My Commission expires: May 14, 2015

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED ..... \$ 90,259.50

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

ARCHITECT:

By: Mark C. Shao Date: July 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.

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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APPLICATION DATE: 7/3/14

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PERIOD TO: 7/3/14

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ARCHITECT'S PROJECT NO: #1392

Myatt Security

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
1	<b>DIVISION 1 - GEN. REQUIREMENTS</b>								
2	BONDS / INSURANCE	\$5,200.00	\$0.00	\$5,200.00	\$0.00	\$5,200.00	100.00%	\$0.00	\$260.00
3	PROJECT COORDINATION	\$800.00	\$0.00	\$150.00	\$0.00	\$150.00	18.75%	\$650.00	\$7.50
4	PROJECT SUPERVISION	\$5,000.00	\$0.00	\$800.00	\$0.00	\$800.00	16.00%	\$4,200.00	\$40.00
5	MISC. GENERAL CONDITIONS	\$2,500.00	\$0.00	\$400.00	\$0.00	\$400.00	16.00%	\$2,100.00	\$20.00
6	CONTRACT CLOSEOUT	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00		\$200.00	\$0.00
7	OWNER CONTINGENCY	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,000.00	\$0.00
8	CONTRACTOR FEE	\$12,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	16.67%	\$10,000.00	\$100.00
9	<b>DIVISION 2 - SITEWORK</b>								
10	SELECTIVE DEMOLITION	\$1,200.00	\$0.00	\$800.00	\$0.00	\$800.00	66.67%	\$400.00	\$40.00
11	<b>DIVISION 3 - CONCRETE</b>								
12	SHOTBLAST CONCRETE	\$750.00	\$0.00	\$750.00	\$0.00	\$750.00	100.00%	\$0.00	\$37.50
13	AQURON FLOOR SEALER	\$1,325.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	75.47%	\$325.00	\$50.00
14	<b>DIVISION 6 - WOODS &amp; PLASTICS</b>								
15	FINISH CARPENTRY	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,200.00	\$0.00
16	MILLWORK	\$9,940.00	\$0.00	\$0.00	\$0.00	\$0.00		\$9,940.00	\$0.00
17	<b>DIVISION 7 - MOISTURE PROT.</b>								
18	BUILDING SEALANTS	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00		\$300.00	\$0.00
19	<b>DIVISION 8 - DOORS &amp; WINDOWS</b>								
20	WOOD DOORS	\$2,185.00	\$0.00	\$0.00	\$1,985.00	\$1,985.00	90.85%	\$200.00	\$99.25
21	FINISH HARDWARE	\$21,245.00	\$0.00	\$0.00	\$20,745.00	\$20,745.00	97.65%	\$500.00	\$1,037.25
22	ALUMINUM STOREFRONT	\$26,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$26,000.00	\$0.00
23	<b>DIVISION 9 - FINISHES</b>								
24	PORCELAIN TILE	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,000.00	\$0.00
25	ACOUSTICAL WALL PANELS	\$1,350.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,350.00	\$0.00
26	RESILIENT BASE / CARPET	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,100.00	\$0.00
27	PAINTING	\$1,400.00	\$0.00	78 \$0.00	\$0.00	\$0.00		\$1,400.00	\$0.00

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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

APPLICATION NO: #1  
APPLICATION DATE: 7/3/14

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

PERIOD TO: 7/3/14

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

ARCHITECT'S PROJECT NO: #1392

Myatt Security

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
28	<b>DIVISION 10 - SPECIALTIES</b>								
29	INTERIOR GRAPHICS ALLOWANCE	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00		\$400.00	\$0.00
30	<b>DIVISION 15 - MECHANICAL</b>								
31	AIR DISTRIBUTION	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$2,600.00	100.00%	\$0.00	\$130.00
32	<b>DIVISION 16 - ELECTRICAL</b>								
33	ELECTRICAL SYSTEMS	\$23,200.00	\$0.00	\$0.00	\$0.00	\$0.00		\$23,200.00	\$0.00
34	INTERCOM / FIRE ALARM	\$11,300.00	\$0.00	\$0.00	\$0.00	\$0.00		\$11,300.00	\$0.00
35	<b>DIVISION 17 - COMMUNICATIONS</b>								
36	STRUCTURED CABLING / DATA	\$1,660.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,660.00	\$0.00
	<b>MYATT SECURITY TOTALS</b>	<b>\$138,855.00</b>	<b>\$0.00</b>	<b>\$12,700.00</b>	<b>\$23,730.00</b>	<b>\$36,430.00</b>	<b>28.94%</b>	<b>\$102,425.00</b>	<b>\$1,821.50</b>

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# CONTINUATION SHEET

AIA DOCUMENT G703

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

APPLICATION NO: #1  
APPLICATION DATE: 7/3/14

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

PERIOD TO: 7/3/14

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

ARCHITECT'S PROJECT NO: #1393

Northside Security

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G + C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	<b>DIVISION 1 - GEN. REQUIREMENTS</b>								
2	BONDS / INSURANCE	\$3,700.00	\$0.00	\$3,700.00	\$0.00	\$3,700.00	100.00%	\$0.00	\$185.00
3	PROJECT COORDINATION	\$800.00	\$0.00	\$150.00	\$0.00	\$150.00	18.75%	\$650.00	\$7.50
4	PROJECT SUPERVISION	\$5,000.00	\$0.00	\$800.00	\$0.00	\$800.00	16.00%	\$4,200.00	\$40.00
5	MISC. GENERAL CONDITIONS	\$2,100.00	\$0.00	\$400.00	\$0.00	\$400.00	19.05%	\$1,700.00	\$20.00
6	CONTRACT CLOSEOUT	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00		\$200.00	\$0.00
7	OWNER CONTINGENCY	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,000.00	\$0.00
8	CONTRACTOR FEE	\$12,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	16.67%	\$10,000.00	\$100.00
9	<b>DIVISION 2 - SITEWORK</b>								
10	SELECTIVE DEMOLITION	\$1,500.00	\$0.00	\$750.00	\$0.00	\$750.00	50.00%	\$750.00	\$37.50
11	<b>DIVISION 3 - CONCRETE</b>								
12	SHOTBLAST CONCRETE	\$750.00	\$0.00	\$750.00	\$0.00	\$750.00	100.00%	\$0.00	\$37.50
13	AQURON FLOOR SEALER	\$1,325.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	75.47%	\$325.00	\$50.00
14	<b>DIVISION 6 - WOODS &amp; PLASTICS</b>								
15	FINISH CARPENTRY	\$1,880.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,880.00	\$0.00
16	MILLWORK	\$8,650.00	\$0.00	\$0.00	\$0.00	\$0.00		\$8,650.00	\$0.00
17	<b>DIVISION 7 - MOISTURE PROT.</b>								
18	BUILDING SEALANTS	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00		\$300.00	\$0.00
19	<b>DIVISION 8 - DOORS &amp; WINDOWS</b>								
20	WOOD DOORS	\$2,185.00	\$0.00	\$0.00	\$1,985.00	\$1,985.00	90.85%	\$200.00	\$99.25
21	FINISH HARDWARE	\$21,245.00	\$0.00	\$0.00	\$20,745.00	\$20,745.00	97.65%	\$500.00	\$1,037.25
22	ALUMINUM STOREFRONT	\$49,700.00	\$0.00	\$0.00	\$0.00	\$0.00		\$49,700.00	\$0.00
23	<b>DIVISION 9 - FINISHES</b>								
24	PORCELAIN TILE	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,000.00	\$0.00
25	RESILIENT BASE / CARPET	\$950.00	\$0.00	\$0.00	\$0.00	\$0.00		\$950.00	\$0.00
26	PAINTING	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00		\$400.00	\$0.00
27	<b>DIVISION 10 - SPECIALTIES</b>								
28	INTERIOR GRAPHICS ALLOWANCE	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00		\$400.00	\$0.00

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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

APPLICATION NO: #1  
APPLICATION DATE: 7/3/14

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

PERIOD TO: 7/3/14

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

ARCHITECT'S PROJECT NO: #1393

Northside Security

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			D FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
29	<b>DIVISION 15 - MECHANICAL</b>								
30	AIR DISTRIBUTION	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%	\$0.00	\$90.00
31	<b>DIVISION 16 - ELECTRICAL</b>								
32	ELECTRICAL SYSTEMS	\$18,700.00	\$0.00	\$0.00	\$0.00	\$0.00		\$18,700.00	\$0.00
33	INTERCOM / FIRE ALARM	\$11,250.00	\$0.00	\$0.00	\$0.00	\$0.00		\$11,250.00	\$0.00
34	<b>DIVISION 17 - COMMUNICATIONS</b>								
35	STRUCTURED CABLING / DATA	\$1,660.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,660.00	\$0.00
	<b>NORTHSIDE SECURITY TOTALS</b>	<b>\$152,495.00</b>	<b>\$0.00</b>	<b>\$10,350.00</b>	<b>\$23,730.00</b>	<b>\$34,080.00</b>	<b>24.42%</b>	<b>\$118,415.00</b>	<b>\$1,704.00</b>

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# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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

APPLICATION NO: #1  
APPLICATION DATE: 7/3/14

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

PERIOD TO: 7/3/14

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

ARCHITECT'S PROJECT NO: #1394

Northside Canopy

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
1	<b>DIVISION 1 - GEN. REQUIREMENTS</b>								
2	BONDS / INSURANCE	\$2,200.00	\$0.00	\$2,200.00	\$0.00	\$2,200.00	100.00%	\$0.00	\$110.00
3	PROJECT COORDINATION	\$300.00	\$0.00	\$100.00	\$0.00	\$100.00	33.33%	\$200.00	\$5.00
4	PROJECT SUPERVISION	\$1,000.00	\$0.00	\$200.00	\$0.00	\$200.00	20.00%	\$800.00	\$10.00
5	MISC. GENERAL CONDITIONS	\$900.00	\$0.00	\$100.00	\$0.00	\$100.00	11.11%	\$800.00	\$5.00
6	CONTRACT CLOSEOUT	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00		\$100.00	\$0.00
7	CONTRACTOR FEE	\$6,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	16.67%	\$5,000.00	\$50.00
8	<b>DIVISION 2 - SITEWORK</b>								
9	DEMOLITION	\$9,300.00	\$0.00	\$9,300.00	\$0.00	\$9,300.00	100.00%	\$0.00	\$465.00
10	SELECT FILL	\$900.00	\$0.00	\$900.00	\$0.00	\$900.00	100.00%	\$0.00	\$45.00
11	<b>DIVISION 3 - CONCRETE</b>								
12	SIDEWALKS / RAMP	\$11,150.00	\$0.00	\$10,700.00	\$0.00	\$10,700.00	95.96%	\$450.00	\$535.00
13	<b>DIVISION 10 - SPECIALTIES</b>								
14	ALUMINUM CANOPY	\$46,500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$46,500.00	\$0.00
15	<b>DIVISION 16 - ELECTRICAL</b>								
16	ELECTRICAL SYSTEMS	\$7,650.00	\$0.00	\$0.00	\$0.00	\$0.00		\$7,650.00	\$0.00
	<b>NORTHSIDE CANOPY TOTALS</b>	<b>\$86,000.00</b>	<b>\$0.00</b>	<b>\$24,500.00</b>	<b>\$0.00</b>	<b>\$24,500.00</b>	<b>28.49%</b>	<b>\$61,500.00</b>	<b>\$1,225.00</b>

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Agenda Item Summary Sheet (4 B.5)  
Meeting Date: July 15, 2014  
Submitted by: Mark Pool, Superintendent

## *Information Only*

**Consent Agenda  
Business and Support  
Services**

Review of Invoices from RWS Architects, Inc.

**Summary**

Although payments to RWS Architects, Inc. are in accordance with their contract with the district, applications for payment are presented for review each month as a part of the Consent Agenda.

**Invoice No. 8257 – El Campo High School Auditorium Renovations, Application for Payment No. 2.** This invoice in the amount of \$55,781.25 is for professionals services provided through 100% completion of the Schematic Design and Development Phases.

**Invoice No. 8258 – Myatt Elementary School New Proposed Security Entrance, Application for Payment No. 5.** This invoice in the amount of \$3,904.12 is for professionals services provided through 17% completion of the Construction Administration Phase.

**Invoice No. 8259 – Northside Elementary School New Proposed Security Entrance, Application for Payment No. 5.** This invoice in the amount of \$2,790.44 is for professionals services provided through 22% completion of the Construction Administration Phase.

**Invoice No. 8260 – ECHS Tennis Court Overlay & Ricebird Stadium Track Repair Sidewalks, Application for Payment No. 1 – REIM.** This invoice in the amount of \$250.37 is for reimbursable expenses for advertisements for Competitive Sealed Proposals in the El Campo Leader-News and Victoria Advocate.

**Invoice No. 8261 – Northside Elementary School Canopy Addition, Application for Payment No. 5.** This provides a credit of (\$2,353.8) and is for professionals services provided through 28% completion of the Construction Administration Phase. The credit is due because the cost of services was based on 7.5% of the estimated construction cost rather than the actual construction cost bid. I have asked John Robertson to apply this credit to the Northside Elementary School New Proposed Security Entrance.

**Invoice No. 8262 – Ricebird Stadium Track Repair Sidewalks, Application for Payment No. 2.** This invoice in the amount of \$11,843.40 is for professionals services provided through 100% completion of the Schematic Design, Design Development,

Construction Documents, and Bidding Phases.

**ECISD Board Policy** CH (LOCAL) PURCHASING AND ACQUISITION, PURCHASING AUTHORITY

**Effective Date** July 15, 2014.

**Previous Board Action** On November 20, 2007, the Board approved RWS Architects, Inc. as the design firm for the El Campo High School Addition and Renovations to Existing Science Building. Contract negotiations between ECISD and RWS Architects began, and the district's attorney authorized the superintendent to sign the contract on November 30, 2007.

Language in this contract provides for RWS to do miscellaneous projects for the district. Current projects are being done under that contract provision.

Applications for Payment are in accordance with Article 11.2 of this contract between the owner and the architect.

**Future Action Expected** The Board will review Applications for Payment from RWS Architects as a part of the Consent Agenda each month throughout the duration of the construction projects.

**Background Information and Significant Issues**

## El Campo High School Auditorium Renovations

### Payment Recap for High School Auditorium Renovations

Date	Application for Payment No.	Invoice No.	Amount	Earned to Date	Balance Due
<b>Fee at 7.5% of Construction Costs</b>					<b>\$159,375.00</b>
7/9/14	2	8257	\$55,781.25	\$55,781.25	\$103,593.75

### Reimbursable Expenses

Date	Application for Payment No.	Invoice No.	Amount	Paid to Date
2/28/14	1 REIM	8224	\$5,840.33	\$5,840.33

## Myatt Elementary School New Proposed Security Entrance

### Payment Recap for Myatt Elementary School New Proposed Security Entrance

Date Submitted	Application for Payment No.	Invoice No.	Amount	Earned to Date	Balance to Finish
<b>Fee at 7.5% of Construction Costs</b>					<b>\$10,414.12</b>
1/31/14	1	8205	\$4,781.25	\$4,781.25	\$5,632.87
7/9/14	5	8258	\$3,904.12	\$8,685.37	\$1,728.75

### Recap of Reimbursable Expenses Paid for Myatt Elementary School New Proposed Security Entrance

Date	Application for Payment No.	Invoice No.	Amount	Paid to Date
1/31/14	2 REIM	8208	\$743.56	\$743.56
2/28/14	3 REIM	8218	\$1,275.00	\$2,018.56
3/5/14	4 REIM	8222	\$1,250.66	\$3,269.22

## Northside Elementary School New Proposed Security Entrance

### Payment Recap for Northside Elementary School New Proposed Security Entrance

Date Submitted	Application for Payment No.	Invoice No.	Amount	Earned to Date	Balance to Finish
<b>Fee at 7.5% of Construction Costs</b>					<b>\$11,437.13</b>
1/31/14	1	8206	\$6,862.50	\$6,862.50	\$4,574.63
7/9/14	5	8259	\$2,790.44	\$9,652.94	\$1,784.19

Note: (\$2,353.80) credit on Northside Elementary Canopy Addition will be applied to amount due for Invoice No. 8259. Amount due equals \$436.64.

**Recap of Reimbursable Expenses Paid for Northside Elementary School New Proposed Security Entrance**

Date	Application for Payment No.	Invoice No.	Amount	Paid to Date
1/31/14	2 REIM	8209	\$798.36	\$798.36
2/28/14	3 REIM	8219	\$1,275.00	\$2,073.36
2/28/14	4 REIM	8221	\$1,250.66	\$3,324.02

**Northside Elementary School Canopy Addition**

**Payment Recap for Northside Elementary School Canopy Addition**

Date Submitted	Application for Payment No.	Invoice No.	Amount	Earned to Date	Balance to Finish
<b>Fee at 7.5% of Construction Costs</b>					<b>\$6,450.00</b>
1/31/14	1	8207	\$7,875.00	\$7,875.00	-\$1,425.00
7/9/14	5	8261	-\$2,353.80	\$5,521.20	-\$2,353.80

Note: (\$2,353.80) credit on Northside Elementary Canopy Addition will be applied to amount due for Invoice No. 8259.

**Recap of Reimbursable Expenses Paid for Northside Elementary School Canopy Addition**

Date	Application for Payment No.	Invoice No.	Amount	Paid to Date
1/31/14	2 REIM	8210	\$629.22	\$629.22
2/28/14	3 REIM	8220	\$1,275.00	\$1,904.22
2/28/14	4 REIM	8223	\$1,216.08	\$3,120.30

## ECHS Tennis Court Overlay & Ricebird Stadium Track Repair – Sidewalk

### Payment Recap for Ricebird Stadium Track Repair - Sidewalk

Date	Application for Payment No.	Invoice No.	Amount	Earned to Date	Balance Due
<b>Fee at 7.5% of Construction Costs</b>					<b>\$14,804.25</b>
7/9/14	2	8262	\$11,843.40	\$11,843.40	\$2,960.85

### Payment Recap for Tennis Court Overlay

Date	Application for Payment No.	Invoice No.	Amount	Earned to Date	Balance Due
<b>Fee at 7.5% of Construction Costs</b>					<b>\$2,295.75</b>
7/9/14	2	8263	\$1,836.60	\$1,836.60	\$459.15

### Reimbursable Expenses for Tennis Court Overlay & Ricebird Stadium Track Repair - Sidewalk

Date	Application for Payment No.	Invoice No.	Amount	Paid to Date
9/14/14	1 REIM	8260	\$250.37	\$250.37

**Student and Public Benefit**

Monthly review of the Applications for Payment from the district’s architect insures accounting transparency for the public on these projects.

**Procedural and Reporting Implications**

None.

**Public Comments**

None.

**Alternatives**

None.

**Other Comments and**

None.

**Related Issues**

**Attachments**

- Invoice No. 8257 – El Campo High School Auditorium Renovations
- Invoice No. 8258 – Myatt Elementary School New Proposed Security Entrance
- Invoice No. 8259 – Northside Elementary School New Proposed Security Entrance
- Invoice No. 8260 – ECHS Tennis Court Overlay & Ricebird Stadium Track Repair – Sidewalk
- Invoice No. 8261 – Northside Elementary School Canopy Addition
- Invoice No. 8262 – Ricebird Stadium Track Repair Sidewalks
- Invoice No. 8263 – ECHS Tennis Court Overlay

**Contact Person(s)**

David Bright, Assistance Superintendent of Finance and Operations

**Action Required**

None.

**Superintendent's Recommendation**

No action required.

**Mark Pool, Superintendent of Schools**

# RWS Invoice

## ARCHITECTS

To: **El Campo ISD**  
 700 West Norris Street  
 El Campo, Texas 77437

Attention: **Mr. Mark Pool, Superintendent**

Project: **El Campo High School  
 Auditorium Renovations**

Project No.: 1383

Date: July 9, 2014

Invoice No.: 8257

RWS Application for Payment No.: 2

Fee Basis: 7 1/2% of Final Construction Cost

You're Purchase Order:

There is due at this time for professional services and/or reimbursable items on the above Project, the sum of:

**Fifty Five Thousand Seven Hundred Eighty One & 25/100 Dollars**      **\$55,781.25**

The amount of the invoice is calculated as follows:

**For Professional Services through 100% Completion of Schematic Design and Design Development Phases**

Estimated Construction Cost.....	\$2,125,000.00
Fee % .....	7.5%
Fee .....	\$ 159,375.00 ✓
Percent Complete .....	x 35.0% ✓
Fee Earned .....	\$ 55,781.25 ✓
Less Previous Payment .....	0.00
<b>TOTAL AMOUNT DUE THIS INVOICE .....</b>	<b>\$ 55,781.25 ✓</b>

	Percentage of Total Fee By Phase	Degree of Completion of Phase	Percentage of Total Fee Earned
SD	15%	100%	15% ✓
DD	20%	100%	20% ✓
CD	40%	0%	0%
Bidding	5%	0%	0%
Construction	20%	0%	0%
	<u>100%</u>		<u>35%</u> ✓

THANK YOU

*REVIEWED*  
*Mark Pool*  
*07/14/2014*

Payable at the offices of:

# RWS Invoice

## ARCHITECTS

To: **El Campo ISD**  
 700 West Norris Street  
 El Campo, Texas 77437

Attention: **Mr. Mark Pool, Superintendent**

Project: **Myatt Elementary School New Proposed Security Entrance**

Project No.: 1392

Date: July 9, 2014

Invoice No.: 8258

RWS Application for Payment No.: 5

Fee Basis: 7.5% of Final Construction Cost

You're Purchase Order:

There is due at this time for professional services and/or reimbursable items on the above Project, the sum of:

**Three Thousand Nine Hundred Four & 12/100 Dollars** **\$3,904.12**

The amount of the invoice is calculated as follows:

**For Professional Services through 17% Completion of Construction Administration Phase**

Construction Cost .....	\$138,855.00
Fee % .....	7.5%
Fee .....	\$ 10,414.12 ✓
Percent Complete .....	x 83.4% ✓
Fee Earned .....	\$ 8,685.37 ✓
Less Previous Payment .....	4,781.25 ✓
<b>TOTAL AMOUNT DUE THIS INVOICE .....</b>	<b>\$ 3,904.12 ✓</b>

THANK YOU

	Percentage Of Total Fee By Phase	Degree of Completion of Phase	Percentage of Total Fee Earned
SD	15%	100%	15% ✓
DD	20%	100%	20% ✓
CD	40%	100%	40% ✓
Bidding	5%	100%	5% ✓
Construction	20%	17%	3.4% ✓
	<u>100%</u>		<u>83.4% ✓</u>

*REVIEWED*  
*Mark Pool*  
*07/14/2015*

# RWS Invoice

## ARCHITECTS

To: **El Campo ISD**  
 700 West Norris Street  
 El Campo, Texas 77437

Attention: **Mr. Mark Pool, Superintendent**

Project: **Northside Elementary School New Proposed Security Entrance**

Project No.: 1393

Date: July 9, 2014

Invoice No.: 8259

RWS Application for Payment No.: 5

Fee Basis: 7.5% of Final Construction Cost

You're Purchase Order:

There is due at this time for professional services and/or reimbursable items on the above Project, the sum of:

**Four Hundred Thirty Six & 64/100 Dollars** **\$436.64**

The amount of the invoice is calculated as follows:

**For Professional Services through 22% Completion of Construction Administration Phase**

Construction Cost .....	\$152,495.00
Fee % .....	7.5%
Fee .....	\$ 11,437.13 ✓
Percent Complete .....	x 84.4% ✓
Fee Earned .....	\$ 9,652.94 ✓
Less Previous Payment .....	6,862.50 ✓
Less RWS Invoice 8261 (RWS Project #1394-Northside ES Canopy Addition) .....	( 2,353.80) ✓
<b>TOTAL AMOUNT DUE THIS INVOICE .....</b>	<b>\$ 436.64 ✓</b>

**THANK YOU**

	<u>Percentage Of Total Fee By Phase</u>	<u>Degree of Completion of Phase</u>	<u>Percentage of Total Fee Earned</u>
SD	15%	100%	15%
DD	20%	100%	20%
CD	40%	100%	40%
Bidding	5%	100%	5%
Construction	20%	22%	4.4%
	<u>100%</u>		<u>84.4%</u> ✓

*REVIEWED*  
*Mark Pool*  
*07/14/2014*

Payable at the offices of:

# RWS Invoice

## ARCHITECTS

To: **El Campo ISD**  
700 West Norris Street  
El Campo, Texas 77437  
Attention: **Mr. Mark Pool, Superintendent**  
Project: **ECHS Tennis Court Overlay & Ricebird Stadium Track Repair-Sidewalk**  
Project No.: 2014-02 & 2014-03

Date: July 9, 2014  
Invoice No.: 8260  
RWS Application for Payment No.: 1 REIM  
Fee Basis: AT COST  
You're Purchase Order:

There is due at this time for professional services and/or reimbursable items on the above Project, the sum of:

**Two Hundred Fifty & 37/100 Dollars** **\$250.37**

The amount of the invoice is calculated as follows:

### Reimbursable Expenses – Advertisements for Competitive Sealed Proposals

#### El Campo Leader-News -paid on your behalf by RWS Architects

(see attached RWS Check No. 7877 dated 05/15/14 and El Campo Leader-News Invoice) .....\$41.25  
(Advertisement run on April 30, 2014)  
(Affidavit from El Campo Leader-News attached)

(see attached RWS Check No. 7909 dated 06/13/14 and El Campo Leader-News Invoice) .....\$41.25  
(Advertisement run on May 7, 2014)  
(Affidavit from El Campo Leader-News attached)

#### Victoria Advocate -paid on your behalf by RWS Architects

(see attached RWS Check No. 7888 dated 05/29/14 and RWS American Express Invoice) .....\$167.87  
(Advertisements run on April 27, 2014 and May 4, 2014)  
(Affidavits from Victoria Advocate attached)

**TOTAL AMOUNT DUE THIS INVOICE** .....\$250.37 ✓

THANK YOU

*REVIEWED*  
*Mark Pool*  
*07/14/2014*

# RWS Invoice

## ARCHITECTS

To: **El Campo ISD**  
 700 West Norris Street  
 El Campo, Texas 77437  
 Attention: **Mr. Mark Pool, Superintendent**  
 Project: **Northside Elementary School  
 Canopy Addition**  
 Project No.: 1394

Date: July 9, 2014  
 Invoice No.: 8261  
 RWS Application for Payment No.: 5  
 Fee Basis: 7.5% of Final Construction Cost  
 You're Purchase Order:

There is due at this time for professional services and/or reimbursable items on the above Project, the sum of:

**CREDIT DUE: Two Thousand Three Hundred Fifty Three & 80/100 Dollars (\$2,353.80)**

The amount of the invoice is calculated as follows:

**For Professional Services through 28% Completion of Construction Administration Phase**

Estimated Construction Cost.....\$86,000.00  
 Fee % ..... 7.5%  
 Fee .....\$ 6,450.00  
 Percent Complete ..... x 85.6%  
 Fee Earned .....\$ 5,521.20  
 Less Previous Payment ..... 7,875.00

**TOTAL CREDIT DUE THIS INVOICE ..... (\$ 2,353.80)**

THANK YOU

*NOTE: Credit applied to Invoice No. 8259.*

	Percentage Of Total Fee By Phase	Degree of Completion of Phase	Percentage of Total Fee Earned
SD	15%	100%	15%
DD	20%	100%	20%
CD	40%	100%	40%
Bidding	5%	100%	5%
Construction	20%	28%	5.6%
	100%		85.6%

*REVIEWED  
 Mark Pool  
 07/14/2014*

Payable at the offices of:

# RWS Invoice

## ARCHITECTS

To: **El Campo ISD**  
 700 West Norris Street  
 El Campo, Texas 77437  
 Attention: **Mr. Mark Pool, Superintendent**  
 Project: **Ricebird Stadium Track Repair Sidewalks**  
 Project No.: 2014-03

Date: July 10, 2014  
 Invoice No.: 8262  
 RWS Application for Payment No.: 2  
 Fee Basis: 7 1/2% of Final Construction Cost  
 You're Purchase Order:

There is due at this time for professional services and/or reimbursable items on the above Project, the sum of:

**Eleven Thousand Eight Hundred Forty Three & 40/100 Dollars** **\$11,843.40**

The amount of the invoice is calculated as follows:

**For Professional Services through 100% Completion of Schematic Design, Design Development, Construction Documents, and Bidding Phases**

Construction Cost .....	\$197,390.00
Fee % .....	7.5%
Fee .....	\$ 14,804.25 ✓
Percent Complete .....	x 80.0% ✓
Fee Earned .....	\$ 11,843.40 ✓
Less Previous Payment .....	0.00 ✓
<b>TOTAL AMOUNT DUE THIS INVOICE .....</b>	<b>\$ 11,843.40 ✓</b>

	Percentage of Total Fee By Phase	Degree of Completion of Phase	Percentage of Total Fee Earned
SD	15%	100%	15%
DD	20%	100%	20%
CD	40%	100%	40%
Bidding	5%	100%	5%
Construction	20%	0%	0%
	<u>100%</u>		<u>80%</u> ✓

*REVIEWED*  
*Mark Pool*  
*07/14/2014*

THANK YOU

Payable at the offices of:

# RWS Invoice

## ARCHITECTS

To: **El Campo ISD**  
 700 West Norris Street  
 El Campo, Texas 77437  
 Attention: **Mr. Mark Pool, Superintendent**  
 Project: **ECHS Tennis Court Overlay**  
 Project No.: 2014-02

Date: July 10, 2014  
 Invoice No.: 8263  
 RWS Application for Payment No.: 2  
 Fee Basis: 7 1/2% of Final Construction Cost  
 You're Purchase Order:

There is due at this time for professional services and/or reimbursable items on the above Project, the sum of:

**One Thousand Eight Hundred Thirty Six & 60/100 Dollars** **\$1,836.60**

The amount of the invoice is calculated as follows:

**For Professional Services through 100% Completion of Schematic Design, Design Development, Construction Documents, and Bidding Phases**

Construction Cost .....	\$30,610.00
Fee % .....	7.5%
Fee .....	\$ 2,295.75 ✓
Percent Complete .....	x 80.0% ✓
Fee Earned .....	\$ 1,836.60 ✓
Less Previous Payment .....	0.00 ✓
<b>TOTAL AMOUNT DUE THIS INVOICE .....</b>	<b>\$ 1,836.60 ✓</b>

	Percentage of Total Fee By Phase	Degree of Completion of Phase	Percentage of Total Fee Earned
SD	15%	100%	15%
DD	20%	100%	20%
CD	40%	100%	40%
Bidding	5%	100%	5%
Construction	20%	0%	0% ✓
	100%		80%

*REVIEWED*  
*Mark Pool*  
*07/20/14/14*

THANK YOU

Payable at the offices of:

**Agenda Item Summary Sheet (4 B.8)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Information Only***

**Consent Agenda:  
Business and Support  
Services**

Review of Checks Written – June 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**

June 30, 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:

	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>	<b>2013-2014</b>
<b>September</b>	\$655,949.80	\$629,351.65	\$591,106.98	\$629,530.76	\$695,282.94
<b>October</b>	\$970,451.63	\$640,667.05	\$655,040.01	\$710,446.37	\$894,925.72
<b>November</b>	\$750,661.87	\$865,783.43	\$718,579.69	\$716,741.33	\$880,283.81
<b>December</b>	\$853,561.12	\$720,971.25	\$355,804.15	\$620,159.58	\$741,092.88
<b>January</b>	\$880,591.27	\$747,638.61	\$701,991.20	\$771,487.77	\$828,457.21
<b>March</b>	\$694,107.70	\$704,337.28	\$656,212.94	\$635,776.11	\$616,434.71
<b>April</b>	\$846,903.79	\$656,212.94	\$554,991.73	\$561,416.91	\$725,103.23
<b>May</b>	\$758,644.83	\$620,111.02	\$891,849.50	\$894,796.41	\$781,180.01
<b>June</b>	\$718,912.56	\$736,989.79	\$751,699.54	\$1,003,320.40	\$890,561.40
<b>July</b>	\$718,935.08	\$658,378.35	\$762,236.64	\$966,194.37	\$945,082.48
<b>Total</b>	<b>\$7,848,719.65</b>	<b>\$6,980,441.37</b>	<b>\$6,639,512.38</b>	<b>\$7,509,870.01</b>	<b>\$7,998,404.39</b>
<b>August</b>	\$1,463,086.35	\$1,172,766.92	\$798,167.33	\$796,743.84	

**Student and Public Benefit** Close monitoring of monthly bills paid and monthly cash flow helps to ensure the efficient use of public funds.

**Procedural and Reporting Implications** None.

**Public Comments** None.

**Alternatives** None.

**Other Comments and Related Issues** None.

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

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

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

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

**Agenda Item Summary Sheet (5 B)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Item***

<b>Business and Operations</b>	Approval of Proposed Compensation Plan
<b>Summary</b>	<p>According to ECISD Board Policy DEA (LOCAL):</p> <p><i>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.</i></p> <p>The policy further states:</p> <p><i>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.</i></p> <p>Over the past couple of months we have discussed various options for employee compensation for 2014-2015. With the current budget constraints we are proposing a 1.5% structure adjustment and 2.0% of adjusted midpoint general pay increase for all employees. The preliminary budget has been developed using these numbers.</p>
<b>ECISD Board Policy</b>	DEA (LOCAL), COMPENSATION AND BENEFITS: SALARIES, WAGES AND STIPENDS
<b>Effective Date</b>	2014-2015 Employee Contract and School Fiscal Year
<b>Previous Board Action</b>	<p>The Board adopted the current compensation plan in the Spring of 2005.</p> <p>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.</p>
<b>Future Action Expected</b>	<p>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.</p>

**Background Information  
and Significant Issues**

Options for the 2014-2015 proposed compensation plan were presented to the Board at regular meetings on May 20<sup>th</sup> and June 24<sup>th</sup>. At the June meeting we looked at a 1.5% structure with a 2.0% of adjusted midpoint general pay increase, and a 2.0% structure adjustment with a 2.5% of adjusted midpoint general pay increase.

With the budget constraints we are facing we have budgeted the 1.5% structure adjustment and 2.0% GPI.

The following tables represent the annual, daily, or hourly rate GPI for the various pay grades compared to 2013-2014:

	<b>2013-14</b>	<b>2014-15</b>
	3.50%	2.00%
<b>Teachers - Annual</b>	\$1,762	\$1,022

	<b>2013-14</b>	<b>2014-15</b>
	3.50%	2.00%
<b>Administrator / Professional - Daily</b>		
Pay Grade 1	\$10.04	\$5.82
Pay Grade 2	\$10.74	\$6.23
Pay Grade 3	\$11.49	\$6.66
Pay Grade 4	\$12.29	\$7.13
Pay Grade 5	\$13.16	\$7.63
Pay Grade 6	\$14.08	\$8.16
Pay Grade 7	\$15.06	\$8.74

	<b>2013-14</b>	<b>2014-15</b>
	3.50%	2.00%
<b>Paraprofessional / Clerical - Hourly</b>		
Pay Grade 1	\$0.41	\$0.24
Pay Grade 2	\$0.44	\$0.26
Pay Grade 3	\$0.48	\$0.28
Pay Grade 4	\$0.53	\$0.31
Pay Grade 5	\$0.60	\$0.35
Pay Grade 6	\$0.67	\$0.39

	2013-14	2014-15
	3.50%	2.00%
<b>Manual Trades - Hourly</b>		
Pay Grade 1	\$0.35	\$0.20
Pay Grade 2	\$0.40	\$0.23
Pay Grade 3	\$0.46	\$0.26
Pay Grade 4	\$0.52	\$0.30
Pay Grade 5	\$0.60	\$0.35
Pay Grade 6	\$0.69	\$0.40

**Fiscal Impact**

Approximately \$371,552

**Student and Public Benefit**

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

**Procedural and Reporting Implications**

This proposed compensation plan has been used to prepare the preliminary 2014-2015 budget and once approved will be the basis for all employee compensation for the coming school year.

**Public Comments**

None.

**Alternatives**

None.

**Other Comments and Related Issues**

Each year when we do the compensation market comparisons we look for both internal and external equity issues and, if necessary, try to correct those with one-time equity adjustments.

In this year's study there were three areas for which I have received requests for equity adjustment consideration:

Director of Maintenance was at a state market ratio of 83.9% and a regional market ratio of 80.4%; and the Director of Transportation was at a state market ratio of 93.2% and a regional market ratio of 88.1%.

Superintendent's Secretary was at a state market ratio of 88% and a regional market ratio of 90%.

One-time equity adjustments are being recommended to bring all of these positions to 95% of the state average.

Director of Maintenance equity adjustment of \$7,500 annually.

Director of Transportation equity adjustment of \$1,125 annually.

Superintendent's Secretary \$1.75 per hour.

**Attachments**

- 2014-2015 Hiring Schedule for Teachers, Librarians, and Registered Nurses
- 2014-2015 Pay Structure for Teachers, Librarians, and Registered Nurses
- 2014-2015 Pay Structure for Administrative/Professionals
- 2014-2015 Pay Structure for Clerical/Paraprofessionals
- 2014-2015 Pay Structure for Manual Trades
- 2014-2014 Stipend Schedule
- 2014-2015 Supplemental Compensation – Athletics
- 2014-2015 Supplemental Compensation – Non-Athletics
- 2014-2015 Pay Rate Schedule
- 2014-2015 Daily Rates for Substitute Teachers

**Contact Person(s)**

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

**Action Required**

Motion, second and majority vote to approve the proposed compensation plan for 2014-2015.

**Superintendent's Recommendation**

I recommend that you approve the proposed compensation plan for the 2014-2015 school year.

**Mark Pool, Superintendent of Schools**

## 2014-2015 Hiring Schedule

### Teachers, Librarians and Registered Nurses

For the first year of employment in ECISD, teachers, registered nurses and librarians are compensated according to their years of creditable experience through the Teacher Retirement System.

The following chart shows the annual compensation for each year of experience and the corresponding daily rate for those on a 187 day contract. For those whose contract is more or less than 187 days, annual compensation is computed by multiplying the daily rate by the number of contract days.

An exception to this rule is when the extra days are contracted for supplemental duties under a dual assignment contract, in which case they are compensated through the Supplemental Compensation Plan.

Years Experience	Annual Compensation	Daily Rate	Years Experience	Annual Compensation	Daily Rate
0	\$40,635	\$217.30	13	\$47,343	\$253.66
1	\$41,057	\$219.56	14	\$47,884	\$256.06
2	\$42,034	\$224.78	15	\$48,284	\$258.20
3	\$42,509	\$227.32	16	\$48,684	\$260.34
4	\$43,008	\$229.99	17	\$49,154	\$262.86
5	\$43,604	\$233.18	18	\$49,714	\$265.85
6	\$44,104	\$235.85	19	\$50,324	\$269.11
7	\$45,044	\$240.88	20	\$50,964	\$272.53
8	\$45,364	\$242.59	21	\$51,774	\$276.87
9	\$45,764	\$244.73	22	\$52,624	\$281.41
10	\$46,184	\$246.97	23	\$53,454	\$285.85
11	\$46,584	\$249.11	24	\$54,304	\$290.40
12	\$46,984	\$251.25	25+	\$55,094	\$294.62

**Those who have a Masters Degree receive an additional \$1,230 stipend.**

**NOTE: This hiring schedule is for those new employees who are not currently under contract with El Campo ISD and is applicable to the 2014-2015 school year only.**

# **2014-2015 Pay Structure**

## **Teachers, Registered Nurses, and Librarians**

The salary range for teachers, registered nurses and librarians is:

<b>Minimum:</b>	<b>\$40,635 annually</b>	<b>\$217.30 per day</b>
<b>Midpoint:</b>	<b>\$51,092 annually</b>	<b>\$273.22 per day</b>
<b>Maximum:</b>	<b>\$61,549 annually</b>	<b>\$329.14 per day</b>

# 2014-2015 Pay Structure

## Administrative / Professional Positions

### Pay Grade 1

Counselors, Instructional Coaches, Bilingual Facilitators, Diagnosticians, Directors of Maintenance and Transportation, LSSP, Network Supervisors, Orientation and Mobility Specialist, Research and Accountability, Speech Therapist, Assistant Speech Therapist, Instructional Technology Specialist

<b>Minimum:</b>	<b>\$232.84 per day</b>
<b>Midpoint:</b>	<b>\$291.06 per day</b>
<b>Maximum:</b>	<b>\$349.27 per day</b>

### Pay Grade 2

Assistant Principals - Elementary, Middle School, DAEP

<b>Minimum:</b>	<b>\$255.36 per day</b>
<b>Midpoint:</b>	<b>\$311.43 per day</b>
<b>Maximum:</b>	<b>\$367.49 per day</b>

### Pay Grade 3

Assistant High School Principals, Director of Technology Services,  
Special Education Coordinator

<b>Minimum:</b>	<b>\$273.25 per day</b>
<b>Midpoint:</b>	<b>\$333.23 per day</b>
<b>Maximum:</b>	<b>\$393.21 per day</b>

### Pay Grade 4

Elementary Principals, Alternative Education Program Principal, Dean of  
Instruction - High School

<b>Minimum:</b>	<b>\$292.37 per day</b>
<b>Midpoint:</b>	<b>\$356.55 per day</b>
<b>Maximum:</b>	<b>\$420.74 per day</b>

## Pay Grade 5

Athletic Director, Special Education Director, Middle School Principal

<b>Minimum:</b>	<b>\$312.83 per day</b>
<b>Midpoint:</b>	<b>\$381.51 per day</b>
<b>Maximum:</b>	<b>\$450.18 per day</b>

## Pay Grade 6

High School Principal

<b>Minimum:</b>	<b>\$334.74 per day</b>
<b>Midpoint:</b>	<b>\$408.22 per day</b>
<b>Maximum:</b>	<b>\$481.71 per day</b>

## Pay Grade 7

Assistant Superintendents, Executive Director of Federal Programs

<b>Minimum:</b>	<b>\$358.17 per day</b>
<b>Midpoint:</b>	<b>\$436.80 per day</b>
<b>Maximum:</b>	<b>\$515.42 per day</b>

# 2014-2015 Pay Structure

## Clerical / Paraprofessional Positions

### Pay Grade 1

Aides – Bus, Clerical, Instructional, Math/Reading Intervention, Physical Ed, Special Ed Resource, Special Ed Inclusion, Content Mastery, Special Ed Academics for Life

<b>Minimum:</b>	<b>\$ 9.30 per hour</b>
<b>Midpoint:</b>	<b>\$11.82 per hour</b>
<b>Maximum:</b>	<b>\$14.35 per hour</b>

### Pay Grade 2

Aides – Adaptive PE, Alternative Learning, At -Risk, Behavior, Bilingual, Computer Lab, DAEP, Elementary Art, ESL, Fast Forward Lab, ISS, Library, Migrant, Transition Instructional, Special Ed Personal, Special Ed Life Skills, Special Ed PPCD, Special Ed Step II - Deaf Ed Facilitators – Vision Aide, Choir Accompanist , Attendance Clerk

<b>Minimum:</b>	<b>\$10.06 per hour</b>
<b>Midpoint:</b>	<b>\$12.77 per hour</b>
<b>Maximum:</b>	<b>\$15.49 per hour</b>

### Pay Grade 3

Aides–Intervention Lab, Science Lab, Behavior Management, Behavior Interventionist Campus Secretary/Receptionist, Central Office Receptionist, Counselor Secretary, MLRC Secretary, Special Ed Department Secretary, Migrant Clerk

<b>Minimum:</b>	<b>\$10.88 per hour</b>
<b>Midpoint:</b>	<b>\$13.79 per hour</b>
<b>Maximum:</b>	<b>\$16.71 per hour</b>

### Pay Grade 4

Accounts Payable Clerk, Parent Liaison, High School Registrar, Campus PEIMS Clerk, Directors' Secretary, Principals' Secretary, Food Service Administrative Asst., Special Ed SSA Secretary

<b>Minimum:</b>	<b>\$12.18 per hour</b>
<b>Midpoint:</b>	<b>\$15.45 per hour</b>
<b>Maximum:</b>	<b>\$18.72 per hour</b>

Approved by Board of Trustees: July 15, 2014

## Pay Grade 5

Central Office Bookkeeper, Certified Interpreter, Federal Programs Clerk, LVN,  
Leave Specialist, Human Resource Coordinator, Payroll Clerk, Asst. PEIMS Coordinator

<b>Minimum:</b>	<b>\$13.67 per hour</b>
<b>Midpoint:</b>	<b>\$17.30 per hour</b>
<b>Maximum:</b>	<b>\$20.93 per hour</b>

## Pay Grade 6

Superintendent Secretary

<b>Minimum:</b>	<b>\$15.32 per hour</b>
<b>Midpoint:</b>	<b>\$19.38 per hour</b>
<b>Maximum:</b>	<b>\$23.45 per hour</b>

# 2014-2015 Pay Structure

## Manual Trades

### Pay Grade 1

Food Service Worker, Food Service Delivery Driver, Groundskeeper

**Minimum:** \$ 7.88 per hour

**Midpoint:** \$ 10.00 per hour

**Maximum:** \$12.12 per hour

### Pay Grade 2

Food Service Asst. Manager, Transportation Service Technician

**Minimum:** \$ 9.07 per hour

**Midpoint:** \$11.51 per hour

**Maximum:** \$13.95 per hour

### Pay Grade 3

Food Service Manager, General Maintenance Personnel

**Minimum:** \$10.41 per hour

**Midpoint:** \$13.23 per hour

**Maximum:** \$16.04 per hour

### Pay Grade 4

Food Service Warehouse/Cafeteria Manager, Food Service Manager/Administrative Asst., Locksmith, Office Equipment Repair

**Minimum:** \$12.00 per hour

**Midpoint:** \$15.21 per hour

**Maximum:** \$18.42 per hour

### Pay Grade 5

Bus Driver, Carpenter, Mechanic, Journeyman Plumber

**Minimum:** \$13.77 per hour

**Midpoint:** \$17.49 per hour

**Maximum:** \$21.21 per hour

## Pay Grade 6

Computer Network Technician, Help Desk Technician, Licensed Electrician,  
HVAC Technician, Master Plumber

<b>Minimum:</b>	<b>\$15.88 per hour</b>
<b>Midpoint:</b>	<b>\$20.11 per hour</b>
<b>Maximum:</b>	<b>\$24.34 per hour</b>

## 2014-2015 Stipend Schedule

<b>Bilingual</b>	<b>\$2,000</b>
<b>Deaf Education</b>	<b>\$3,250</b>
<b>Elementary Music</b>	<b>\$300</b>
<b>Elementary Transition Teacher</b>	<b>\$2,500</b>
<b>Health Science Technology</b>	<b>\$10,500</b>
<b>Master's Degree</b>	<b>\$1,230</b>
<b>Orientation and Mobility</b>	<b>\$2,000</b>
<b>Vision</b>	<b>\$2,000</b>

## 2014-2015 Supplemental Compensation

### Athletics

Athletic Coordinator, Female	\$6,300
Athletic Trainer	\$10,325
Athletic Trainer, Assistant	\$8,325
<hr/>	
Assistant AD / Head Coach	\$8,550
Football – Head Coach	\$10,000
Football – Varsity Coordinator	\$9,250
Football – Varsity Assistant	\$6,975
Football – Sub Varsity	\$6,575
<hr/>	
Volleyball – Head Coach	\$6,825
Volleyball – Varsity Assistant	\$4,175
Volleyball – Sub Varsity	\$3,750
<hr/>	
Basketball – Head Coach	\$5,300
Basketball – Varsity Assistant	\$3,300
Basketball – Sub Varsity	\$2,600
<hr/>	
Baseball – Head Coach	\$5,300
Baseball – Varsity Assistant	\$2,825
Baseball – Sub Varsity	\$2,600
<hr/>	
Softball – Head Coach	\$4,900
Softball – Varsity Assistant	\$2,825
Softball – Sub Varsity	\$2,600
<hr/>	
Track – Head Coach	\$4,175
Tack – Varsity Assistant	\$2,825
Track Coordinator	\$1,125

Approved by Board of Trustees: July 15, 2014

Tennis	\$4,550
Soccer	\$4,175
Golf	\$4,175
Swimming	\$4,550
Cross Country	\$3,650
Powerlifting	\$3,650

Middle School Coordinator	\$1,000
Middle School Football	\$4,700
Middle School Volleyball	\$2,550
Middle School Basketball	\$3,250
Middle School Track	\$2,075
Middle School Tennis	\$2,075

Approved by Board of Trustees: July 15, 2014

## 2014-2015 Supplemental Compensation Non-Athletics

Agriculture Science – FFA Advisor	\$2,775
Art – HSLR Rodeo Art – High School	\$1,875
Band Director – High School	\$11,550
Band Director - Assistant	\$7,675
Band Director – Middle School	\$6,725
Cheerleader Sponsor – High School	\$3,450
Cheerleader Sponsor – High School Assistant	\$1,875
Cheerleader Sponsor – Middle School	\$1,575
Choir Director	\$4,600
Color Guard Sponsor	\$1,975
Debate / NFL Speech Advisor – High School	\$1,250
Drama / OAP Director Advisor – High School	\$2,500
Drama / Speech - Middle School	\$1,250
Drill Team	\$7,200
Drill Team – Assistant	\$2,075
Junior Class Sponsor (2)	\$1,050
National Honor Society Sponsor	\$1,250
National Junior Honor Society Sponsor	\$625
Newspaper Sponsor – High School	\$1,250
Newspaper Sponsor – Middle School	\$600
Student Council Sponsor – High School	\$1,250
Student Council Sponsor – Middle School	\$625
UIL Coordinator – Elementary	\$625
UIL Coordinator – Secondary	\$1,250
Yearbook Sponsor – High School	\$1,725
Yearbook Sponsor – Middle School	\$1,075

Approved by Board of Trustees: July 15, 2014

High School Department Chair (Non- Core Subject Areas)	\$1,500
Middle School Department Chair (Non-core Subject Areas)	\$1,100
Elementary Grade Level Chair	\$775
Pre-Kindergarten Grade Chair	\$250

CATE Coordinator	\$2,100
Family Literacy Academy Coordinator	\$525
Textbook Coordinator	\$2,100
Testing Coordinator - High School	\$2,100

District Webmaster	\$2,100
Campus Webmaster	\$525

Supplemental compensation is paid as a part of an employee’s annual salary.

The following supplemental pay is paid on an as earned basis:

UIL Sponsor – High School.....	\$700 per Event
UIL Sponsor - Middle School .....	\$225 per Event per Grade Level
UIL Sponsor - Elementary School .....	\$225 per Event per Grade Level
WCYF Academic Rodeo.....	\$475 per Team
WCYF Spelling.....	\$225 per Grade Level

Approved by Board of Trustees: July 15, 2014

# High School Activities

1. Accounting
2. Calculator Applications
3. Computer Applications
4. Computer Science
5. Congress
6. Cross-Examination Team Debate
7. Current Issues and Events
8. Editorial Writing
9. Extemporaneous Informative Speaking
10. Extemporaneous Persuasive Speaking
11. Feature Writing
12. Film Festival
13. Headline Writing
14. Lincoln-Douglass Debate
15. Literary Criticism
16. Mathematics
17. News Writing
18. Number Sense
19. Poetry Interpretation
20. Prose Interpretation
21. Ready Writing
22. Science
23. Social Studies
24. Spelling and Vocabulary

## **Middle School Activities**

1. Art (6-8)
2. Calculator Applications (6-8)
3. Chess (6-8)
4. Dictionary Skills (6-8)
5. Editorial Writing (7-8)
6. Impromptu Speaking (7-8)
7. Listening (6-8)
8. Maps, Graphs, & Charts (6-8)
9. Mathematics (6-8)
10. Modern Oratory (7-8)
11. Music Memory (6)
12. Number Sense (6-8)
13. One-Act Play (6-8)
14. Oral Reading (6-8)
15. Ready Writing (6-8)
16. Science I and II (7-8)
17. Social Studies (6-8)
18. Spelling (6-8)

# Elementary School Activities

1. Art (4-5)
2. Chess (4-5)
3. Creative Writing (2)
4. Dictionary Skills (5)
5. Listening (5)
6. Maps, Graphs, & Charts (5)
7. Music Memory (3-4-5)
8. Number Sense (4-5)
9. Oral Reading (4-5)
10. Ready Writing (3-4-5)
11. Social Studies (5)
12. Spelling (3-4-5)
13. Storytelling (2-3)

**PAY RATE SCHEDULE**

2014-2015 (as of June 1, 2014)

**BUS AIDE / MONITOR**

Employed Aide	Regular hourly rate	
Employed paraprofessional (e.g. clerical)	C/P PG 1 hourly rate	(based on years exp)
Substitute	\$9.16	min Para PG 1

**BUS DRIVERS**

Athletic Run, Sp Ed Route, Mid-day Run, Lead Driver, Car Driver, Tutorials	Regular hourly rate	
Bus Inspections	\$13.57	min MT PG5 or sub rate
Extra hours - Training (Reg III), meetings, etc.	\$7.25	minimum wage
Substitute drivers	\$13.57	min MT PG5
Summer School	Regular hourly rate	
Trip Tickets (including Coaches driving to games)	\$13.57	min MT PG5 or sub rate
Wait time (including Athletic run)	\$7.25	minimum wage

**DETENTION HALL - Saturday - PM**

Professional	\$20.00
Paraprofessional	\$12.50

**FAMILY LITERACY / PARENTING CLASSES**

Professional	\$30.00	
Paraprofessional Aide - Instruction	\$15.00	
Paraprofessional - Aide -(babysitting)	\$12.50	
Bus Driver	\$13.57	min MT PG5 or sub rate

**FOOD SERVICE**

Extra hours for meetings	Regular hourly rate	
Substitute	\$7.25	minimum wage

**HOMEBOUND TEACHER**

Professional	\$30.00
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**MAKE UP DAYS**

Professional	\$20.00
Paraprofessional	\$12.50

**SPECIAL ED - IN-HOME TRAINING / SUMMER**

**AUTISM - VI - O&M - DIAG**

Professional	Regular hourly rate
Para professional - Aide	\$12.50

<b>SUMMER SCHOOL / EXTENDED YEAR PROGRAMS</b>		
Principal	\$35.00	
Professional	\$30.00	
Paraprofessional	\$12.50 or daily rate if over \$12.50	
RN Nurse	\$30.00	
LVN Nurse	\$15.00	
Bus Aide	\$12.50 or daily rate if over \$12.50	
Bus Driver	Regular hourly rate	
<b>SUMMER TECHNOLOGY HELP</b>		
	\$15.00	
<b>STUDENT WORKERS</b>		
	\$7.25	<i>minimum wage</i>
<b>TEEN COURT</b>		
	Regular hourly rate	
<b>TRAINING (AVID, GT etc...) (REQUIRED) - SUMMER</b>		
Professional	\$125.00 per day	
<b>TRANSLATING</b>		
Professional or Paraprofessional <i>Written or verbal translating</i>	\$20.00	
<b>TUTORIALS</b>		
Professional / Certified /Retired EC Teacher	\$30.00	
Paraprofessional / Aides in District	\$12.50	
<b>TUTORIALS / INTERVENTION / STUDENT SUCCESS</b>		
Professional / Certified /Retired EC Teacher	125.00 per day	
Degreed	90.00 per day	
Non- Degreed - Retired Aide	75.00 per day	
<b>TUTORS - AVID</b>		
Training	\$10.00	
1st Year	\$12.00	
2nd Year	\$14.00	
Certified Teacher	\$14.00	
<b>OTHER</b>		
Assisting Cheerleading Tryouts		
Tabulating for Derby Doll Tryouts		
Professional	\$20.00	
<p style="text-align: right;"><i>Approved by Board of Trustees: July 15, 2014</i></p>		

## 2014-2015 Daily Rates for Substitute Teachers

<b>Non-Degreed</b>	<b>\$60</b>
<b>Degreed *</b>	<b>\$70</b>
<b>Certified</b>	<b>\$90</b>
<b>Long Term **</b>	
<b>Non-Degreed</b>	<b>\$65</b>
<b>Degreed *</b>	<b>\$75</b>
<b>Certified</b>	<b>\$125</b>

\* Degree must be at least a Bachelor Degree

\*\* Long-term is defined as 10 or more consecutive days in the same position with NO break in service

**Agenda Item Summary Sheet (5 E)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Discussion Only***

<b>Business and Operations</b>	Discuss Proposed Improvements to High School Parking Lot with West Norris St. Improvements
<b>Summary</b>	Last Thursday Ralph Novosad and I met with Malcolm Gaus to discuss the high school parking lot improvements. We will present the topics discussed at that meeting for discussion by the Board.
<b>ECISD Board Policy</b>	CV (LOCAL) – FACILITIES CONSTRUCTION
<b>Effective Date</b>	July 15, 2014
<b>Previous Board Action</b>	<p>The Board has had previous conversations about the West Norris St. project, and a board committee consisting of Ralph Novosad and Cecil Davis has participated in planning meetings with the City as the planning for the project has progressed.</p> <p>The Board has discussed the parking lot renovations at the regular meetings in April, May and June.</p>
<b>Future Action Expected</b>	The Board may approve final construction plans, a construction delivery method, and select a contractor(s) for work on the high school parking lot and the area in front of the Guidance Office.
<b>Background Information and Significant Issues</b>	None.
<b>Fiscal Impact</b>	Unknown.
<b>Student and Public Benefit</b>	Changes to the parking lot entrances and exits, and changes in front of the Guidance Office should make the area safer for both vehicular and pedestrian traffic; as will the lighting and video surveillance cameras.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.

<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"><li>• Proposed High School Parking Lot Site Plan.</li><li>• Proposed Fence Between Parking Lot and Street</li></ul>
<b>Contact Person(s)</b>	Mark Pool, Superintendent of Schools David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is a discussion item only. <b>Mark Pool, Superintendent of Schools</b>



# STATE CHAMPS

1956 BOYS TRACK

1962 BASEBALL

1967 & 2012 FOOTBALL FINALIST

1968 BASEBALL

1982 BASEBALL

**Agenda Item Summary Sheet (5 A)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Discussion Topic***

**Business and Operations**      Review of Preliminary Budget

**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 20<sup>th</sup>.

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**      July 15, 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.  
  
The Board received and reviewed preliminary budget estimates at the regular meeting on June 24, 2014.

**Future Action Expected**      Budget Workshop August 12<sup>th</sup> – 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 26<sup>th</sup> – 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**

The following are a few of the highlights of the preliminary budget:

- Estimated revenues of \$32,253,717 (Fund 199 is \$28,813,241)
  - Revenue estimates are based on an increase in ADA of 20 above the previously submitted budget assumptions.
  - Revenue estimates are based on a proposed M&O rate of \$1.04005 and an I&S rate of \$0.1434, which assumes the use of no I&S fund balance to lower the rate. The increase in values alone will decrease the I&S rate by \$0.0122 from this year's I&S rate of \$0.1556.
  - In Fund 199, 45.65% of the revenue is from local sources, 53.44% from state sources, and 0.91% from federal sources.
  
- Estimated expenditures of \$32,455,269 (Fund 199 is \$29,014,793)
  - Expenditures include an employee compensation plan structure adjustment of 1.5% and a general pay increase of 2.0% of the adjusted midpoint.
    - Estimated payroll and benefit expenditures are \$21,074,223 or 72.63% of total Fund 199 expenditures. This is an increase of \$395,172 over the current year's estimated payroll expenditures.
  - Expenditures also include \$221,400 in principal and interest on the recently approved \$2M in maintenance tax notes; an estimated increase of \$105,550 over the current year's estimated M&O debt service expenditures.
  
- Currently projecting a deficit of \$201,552.

**Fiscal Impact**

Unknown.

<b>Student and Public Benefit</b>	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.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	Around 4:30 p.m. on Monday, July 14, 2014 we received an update from the Central Appraisal District, which increased our estimated taxable values by \$41,847,220.
<b>Attachments</b>	<i>ECISD Preliminary Budget for 2014-2015, Submitted July 15, 2014</i>
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is a discussion item only. <b>Mark Pool, Superintendent of Schools</b>

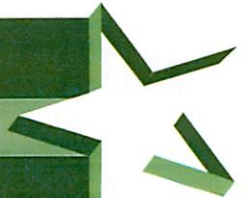
# ***ECISD PRELIMINARY***

## ***BUDGET***

2014-2015

Submitted July 15, 2014

ECISD REGULAR BOARD MEETING



**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
2014-2015  
PRELIMINARY BUDGET**

7/15/14

**SUMMARY BY FUND**

<u>FUND</u>	<u>PROGRAM DESCRIPTION</u>	<u>ESTIMATED REVENUES</u>	<u>ESTIMATED EXPENDITURES</u>	<u>SURPLUS/ DEFICIT</u>
199	General Fund	28,813,241	29,014,793	-201,552
211	ESEA Title I, Part A	0	0	0
212	ESEA Title I, Part C-Migrant	0	0	0
240	Food Service Fund	1,801,211	1,801,211	0
244	Vocational Ed. - Basic Grant	0	0	0
255	ESEA Title II, Part A	0	0	0
263	Title III, Part A	0	0	0
313	IDEA - Part B, Formula	0	0	0
314	IDEA - Part B, Preschool	0	0	0
386	Deaf Education	0	0	0
410	State Instructional Materials	0	0	0
437	Shared Services - Special Ed.	0	0	0
459	O/M Consortium	0	0	0
461	Campus Activity Funds	0	0	0
479	Family Crisis Fund	0	0	0
511	Debt Service Fund	1,639,265	1,639,265	0
		<b>\$32,253,717</b>	<b>\$32,455,269</b>	<b>(\$201,552)</b>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
2014-2015  
PRELIMINARY BUDGET**

7/15/14

**SUMMARY BY FUND**

<u>FUND</u>	<u>PROGRAM DESCRIPTION</u>	<u>ESTIMATED REVENUES</u>	<u>ESTIMATED EXPENDITURES</u>	<u>SURPLUS/ (DEFICIT)</u>
199	General Fund	28,813,241	29,014,793	-201,552
240	Food Service Fund	1,801,211	1,801,211	0
511	Debt Service Fund	1,639,265	1,639,265	0
<b>TOTAL ESTIMATED BUDGET</b>		<b>\$32,253,717</b>	<b>\$32,455,269</b>	<b>(\$201,552)</b>

Source: Budget Board Summary By Fund / Function

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
2014-2015  
PRELIMINARY BUDGET**

7/15/14

REVENUE PROJECTION														
Year	Refined ADA	Rate	M&O Tax Rate	Certified Freeze- Adjusted	Local Revenue @ 98%	State Revenue	Total M&O Revenue	Deficit/ Surplus vs 13/14				M&O Tax Rate	I&S Tax Rate	Total Tax Rate
									Local	State	Total			
2009-10	3,201.9	SCR + .04	1.04005	1,073,320,252	11,443,462	16,242,943	27,686,405					1.04005	0.14904	1.18909
2010-11	3,239.3	SCR + .04	1.04005	1,076,011,418	11,506,719	16,135,094	27,641,813					1.04005	0.15485	1.19490
2011-12	3,250.0	SCR + .04	1.04005	1,064,125,826	11,447,235	14,521,715	25,968,950					1.04005	0.16312	1.20317
2012-13	3,274.3	SCR + .04	1.04005	1,083,920,893	11,739,941	13,677,109	25,417,050					1.04005	0.15610	1.19615
2013-14	3,277.3	SCR + .04	1.04005	1,099,507,749	11,935,975	13,966,823	25,902,798					1.04005	0.15564	1.19569
2014-15	3,356.0	SCR	1.00005	1,142,500,000	11,997,160	13,991,644	25,988,804	86,006						
2014-15	3,356.0	SCR + .01	1.01005	1,142,500,000	12,109,125	14,028,688	26,137,813	235,015						
2014-15	3,356.0	SCR + .02	1.02005	1,142,500,000	12,221,090	14,065,561	26,286,651	383,853						
2014-15	3,356.0	SCR + .03	1.03005	1,142,500,000	12,333,055	14,102,270	26,435,325	532,527	Local	State	Total			
2014-15	3,356.0	SCR + .04	1.04005	1,142,500,000	12,445,020	14,138,817	26,583,837	681,039	509,045	171,994	681,039			

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
2014-2015  
PRELIMINARY BUDGET**

7/15/14

**Interest & Sinking Tax Rate Calculation**

	Series 2006	Refunding Series 2013	Refunding Series 2014	Total	M&O Rate	\$1.0401
Bond Principal	\$555,000	\$324,999	\$50,000	\$929,999	I&S Rate	\$0.1556
Interest on Bonds	\$152,550	\$344,429	\$210,788	\$707,766	Total	\$1.1957
Other Debt Fees	\$500	\$500	\$500	\$1,500		
<b>Total Debt Service</b>	<b>\$708,050</b>	<b>\$669,928</b>	<b>\$261,288</b>	<b>\$1,639,265</b>		

Debt Payment	EDA	Debt Service Fund Balance	Adjusted Debt	I&S Tax Rate	Incr/Decr	M&O Tax Rate	Total Tax Rate	I&S Tax Rate	Incr/Decr	M&O Tax Rate	Total Tax Rate
\$1,639,265	-\$17,042	\$0	\$1,622,223	\$0.1434	-\$0.012	\$1.04	\$1.183	\$0.1232	-\$0.032	\$1.04	\$1.163
\$1,639,265	-\$17,042	-\$50,000	\$1,572,223	\$0.1390	-\$0.017	\$1.04	\$1.179	\$0.1194	-\$0.036	\$1.04	\$1.159
\$1,639,265	-\$17,042	-\$100,000	\$1,522,223	\$0.1346	-\$0.021	\$1.04	\$1.175	\$0.1156	-\$0.040	\$1.04	\$1.156
\$1,639,265	-\$17,042	-\$150,000	\$1,472,223	\$0.1302	-\$0.025	\$1.04	\$1.170	\$0.1118	-\$0.044	\$1.04	\$1.152
\$1,639,265	-\$17,042	-\$200,000	\$1,422,223	\$0.1257	-\$0.030	\$1.04	\$1.166	\$0.1080	-\$0.048	\$1.04	\$1.148
\$1,639,265	-\$17,042	-\$250,000	\$1,372,223	\$0.1213	-\$0.034	\$1.04	\$1.161	\$0.1042	-\$0.051	\$1.04	\$1.144
\$1,639,265	-\$17,042	-\$298,372	\$1,323,851	\$0.1170	-\$0.039	\$1.04	\$1.157	\$0.1005	-\$0.055	\$1.04	\$1.141

\$1,142,500,000  
CAD Estimate

\$1,303,500,000  
Additional \$188 Million

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
2014-2015  
PRELIMINARY BUDGET**

7/15/14

**BUDGET SUMMARY - GENERAL FUND 199**

**REVENUE**

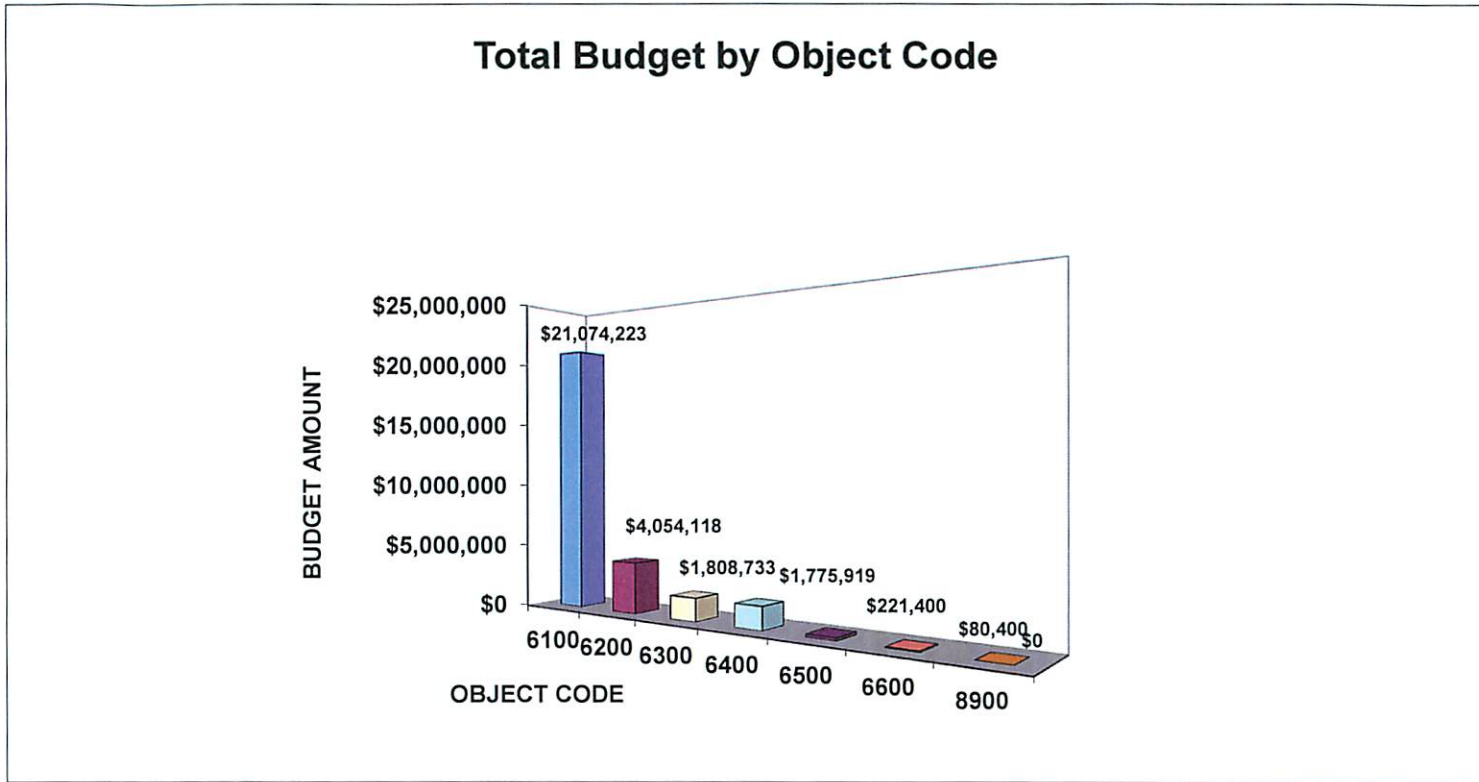
		2014-15		Prior Year			
	Object	Revenue Source	Estimated Revenue	Percent of Total	Percent of Source	Estimated Revenue	Incr./Decr.
LOCAL	5711	Taxes - Current Year	\$12,445,020	43.19%	94.62%	\$11,935,975	\$509,045
	5712	Prior Year Taxes	\$250,000	0.87%	1.90%	\$250,000	\$0
	5719	Penalty, Interest & Other	\$210,000	0.73%	1.60%	\$210,000	\$0
	5742	Investment Earnings	\$45,000	0.16%	0.34%	\$35,000	\$10,000
	5752	Athletic Activity & Misc. Local	\$203,000	0.70%	1.54%	\$203,000	\$0
		<b>Total Local Revenue</b>		<b>\$13,153,020</b>	<b>45.65%</b>	<b>100.00%</b>	<b>\$12,633,975</b>
STATE	5811	Available School Fund	\$865,115	3.00%	5.62%	\$917,630	-\$52,515
	5812	Foundation School Program	\$13,310,379	46.20%	86.44%	\$12,996,405	\$313,974
	5831	TRS On Behalf	\$1,222,727	4.24%	7.94%	\$1,231,620	-\$8,893
		<b>Total State Revenue</b>		<b>\$15,398,221</b>	<b>53.44%</b>	<b>100.00%</b>	<b>\$15,145,655</b>
FEDERAL	5929	SHARS	\$250,000	0.87%	95.42%	\$250,000	\$0
		MAC	\$12,000	0.04%	4.58%	\$12,000	\$0
		<b>Total Federal Revenue</b>	<b>\$262,000</b>	<b>0.91%</b>	<b>100.00%</b>	<b>\$262,000</b>	<b>\$0</b>
	<b>Total Revenue</b>		<b>\$28,813,241</b>	<b>100.00%</b>		<b>\$28,041,630</b>	<b>\$771,611</b>

**EXPENDITURES**

	Object	Expenditures for:	Estimated Expenditures	Percent of Total	Estimated Expenditures	Incr./Decr.
	6100	Payroll & Benefits	\$21,074,223	72.63%	\$20,679,051	\$395,172
	6200	Contracted Services	\$4,054,118	13.97%	\$3,805,705	\$248,413
	6300	Supplies & Materials	\$1,808,733	6.23%	\$1,686,376	\$122,357
	6400	Other Operating	\$1,775,919	6.12%	\$1,613,898	\$162,021
	6500	Debt Service - M&O	\$221,400		\$115,850	\$105,550
	6600	Capital Outlay	\$80,400	0.28%	\$140,750	-\$60,350
		<b>Total Expenditures</b>	<b>\$29,014,793</b>	<b>100.00%</b>	<b>\$28,041,630</b>	<b>\$973,163</b>
		Surplus/(Deficit)	2.00%	<b>-\$201,552</b>		<b>\$0</b>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
2014-2015  
PRELIMINARY BUDGET**

7/15/14



<u>BUDGET OBJECT</u>	<u>BUDGET</u>	<u>PERCENT of TOTAL</u>
6100 - PAYROLL	\$21,074,223	72.63%
6200 - PURCHASED & CONTRACTED SVCS	4,054,118	13.97%
6300 - SUPPLIES & MATERIALS	1,808,733	6.23%
6400 - OTHER OPERATING EXPENSE	1,775,919	6.12%
6500 - DEBT SERVICE	221,400	0.76%
6600 - CAPITAL OUTLAY	80,400	0.28%
8900 - Other Uses	0	0.00%
	<u>\$29,014,793</u>	<u>100.00%</u>

\* General Fund only

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
2014-2015  
PRELIMINARY BUDGET**

7/15/14

**EXPENDITURES BY FUNCTION**

**GENERAL FUND - 199**

Function	Function Category	% of		% of		Incr/ Decr.	% Change
		2013-14 Approved	Total Budget	2014-15 Proposed	Total Budget		
11	Instruction	\$15,845,320	#REF!	\$0	#REF!	-\$15,845,320	-100.0%
12	Instructional Resources & Media	\$588,798	#REF!	\$0	#REF!	-\$588,798	-100.0%
13	Curriculum & Staff Development	\$875,487	#REF!	\$0	#REF!	-\$875,487	-100.0%
21	Instructional Administration	\$275,654	#REF!	\$0	#REF!	-\$275,654	-100.0%
23	School Administration	\$1,738,751	#REF!	\$0	#REF!	-\$1,738,751	-100.0%
31	Guidance-Counseling Services	\$912,194	#REF!	\$0	#REF!	-\$912,194	-100.0%
33	Health Services	\$200,605	#REF!	\$0	#REF!	-\$200,605	-100.0%
34	Pupil Transportation	\$898,633	#REF!	\$0	#REF!	-\$898,633	-100.0%
35	Food Service	\$33,606	#REF!	\$0	#REF!	-\$33,606	-100.0%
36	Cocurricular Activities	\$1,077,708	#REF!	\$0	#REF!	-\$1,077,708	-100.0%
41	General Administration	\$1,058,712	#REF!	\$0	#REF!	-\$1,058,712	-100.0%
51	Plant Maintenance & Operation	\$3,365,308	#REF!	\$0	#REF!	-\$3,365,308	-100.0%
52	Security & Monitoring Services	\$136,550	#REF!	\$0	#REF!	-\$136,550	-100.0%
53	Data Processing	\$58,980	#REF!	\$0	#REF!	-\$58,980	-100.0%
61	Community Services	\$94,474	#REF!	\$0	#REF!	-\$94,474	-100.0%
71	Debt Service	\$115,850	#REF!	\$0	#REF!	-\$115,850	-100.0%
81	Capital Projects	\$0	#REF!	\$0	#REF!	\$0	#DIV/0!
93	Shared Services Arrangements	\$765,000	#REF!	\$0	#REF!	-\$765,000	-100.0%
<b>TOTAL BUDGET FOR FUND 199</b>		<b>\$28,041,630</b>	<b>#REF!</b>	<b>\$0</b>	<b>#REF!</b>	<b>-\$28,041,630</b>	<b>-100.0%</b>

**NATL SCHOOL LUNCH PROGRAM - 240**

35	Food Service	\$1,726,612	#REF!	\$1,801,211	#REF!	\$74,599	4.3%
<b>TOTAL BUDGET FOR FUND 240</b>		<b>\$1,726,612</b>	<b>#REF!</b>	<b>\$1,801,211</b>	<b>#REF!</b>	<b>\$74,599</b>	<b>4.3%</b>

**DEBT SERVICE - 511**

71	Debt Services	\$1,796,969	#DIV/0!	\$1,639,265	#DIV/0!	-\$157,704	-8.8%
<b>TOTAL BUDGET FOR FUND 511</b>		<b>\$1,796,969</b>	<b>96.82%</b>	<b>\$1,639,265</b>	<b>100.00%</b>	<b>-\$157,704</b>	<b>-8.8%</b>

<b>199,240,511</b>	<b>TOTAL EXPENDITURES</b>	<b>\$1,855,949</b>	<b>100.00%</b>	<b>\$1,639,265</b>	<b>100.00%</b>	<b>-\$216,684</b>	<b>-11.7%</b>
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**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
2014-2015  
PRELIMINARY BUDGET**

7/15/14

**EXPENDITURE HISTORY**

Year		Contracted		Supplies	Other Operating	Debt Service	Capital Outlay	Total
		Payroll 61XX	Services 62XX					
2004-05	Actual	\$17,326,489	\$2,448,262	\$1,310,390	\$1,112,613	\$508,815	\$511,133	\$23,217,702
2005-06	Actual	\$17,843,367	\$2,490,550	\$1,387,006	\$1,093,138	\$523,816	\$381,297	\$23,719,174
2006-07	Actual	\$19,547,704	\$3,130,316	\$1,523,112	\$1,180,402	\$2,053,083	\$476,034	\$27,910,652
2007-08	Actual	\$21,053,954	\$3,335,366	\$1,602,531	\$1,278,787	\$2,063,369	\$656,535	\$29,990,541
2008-09	Actual	\$22,219,238	\$3,530,231	\$1,658,765	\$1,158,979	\$2,104,906	\$396,782	\$31,068,902
2009-10	Actual	\$23,102,207	\$3,681,294	\$1,500,107	\$774,880	\$2,122,631	\$918,320	\$32,099,440
2010-11	Actual	\$22,877,946	\$2,838,376	\$1,844,229	\$1,341,036	\$2,126,513	\$414,451	\$31,442,550
2011-12	Actual	\$19,597,741	\$4,217,477	\$1,634,958	\$1,335,010	\$2,118,706	\$179,745	\$29,083,637
2012-13	Actual	\$20,286,204	\$4,376,895	\$1,694,086	\$1,580,488	\$2,795,962	\$469,408	\$31,203,043
2013-14	Budgeted	\$21,249,394	\$4,830,710	\$1,793,783	\$1,614,898	\$1,912,819	\$163,607	\$31,565,211
2014-15	Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Year		Contracted		Supplies	Other Operating	Debt Service	Capital Outlay	Total
		Payroll 61XX	Services 62XX					
2004-05	Actual	74.63%	10.54%	5.64%	4.79%	2.19%	2.20%	100.00%
2005-06	Actual	75.23%	10.50%	5.85%	4.61%	2.21%	1.61%	100.00%
2006-07	Actual	70.04%	11.22%	5.46%	4.23%	7.36%	1.71%	100.00%
2007-08	Actual	70.20%	11.12%	5.34%	4.26%	6.88%	2.19%	100.00%
2008-09	Actual	71.52%	11.36%	5.34%	3.73%	6.77%	1.28%	100.00%
2009-10	Actual	71.97%	11.47%	4.67%	2.41%	6.61%	2.86%	100.00%
2010-11	Actual	72.76%	9.03%	5.87%	4.27%	6.76%	1.32%	100.00%
2011-12	Actual	67.38%	14.50%	5.62%	4.59%	7.28%	0.62%	100.00%
2012-13	Actual	65.01%	14.03%	5.43%	5.07%	8.96%	1.50%	100.00%
2013-14	Budgeted	67.32%	15.30%	5.68%	5.12%	6.06%	0.52%	100.00%
2014-15	Budgeted	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

\*Includes General Fund, Food Service Fund, and Debt Service Fund.

Numbers are from "Actual" and "Budgeted" off of the system for specific year in question.

**EL CAMPO INDEPENDENT SCHOOL DISTRICT  
2014-2015  
PRELIMINARY BUDGET**

7/15/14

**REVENUE HISTORY**

PERCENTAGE OF REVENUE SOURCE							INCREASE/(DECREASE OF SOURCE		
	<u>LOCAL REVENUE</u>		<u>STATE REVENUE</u>		<u>FEDERAL REVENUE</u>		<u>LOCAL REVENUE</u>	<u>STATE REVENUE</u>	<u>FEDERAL REVENUE</u>
1991-1992	10,962,495	82.01%	1,873,998	14.02%	530,115	3.97%	3,527,850	(4,147,607)	40,470
1992-1993	11,803,106	86.52%	1,305,218	9.57%	534,426	3.92%	840,611	(568,780)	4,311
1993-1994	7,990,414	57.65%	5,341,848	38.54%	527,198	3.80%	(3,812,692)	4,036,630	(7,228)
1994-1995	8,218,511	56.52%	5,801,428	39.90%	521,111	3.58%	228,097	459,580	(6,087)
1995-1996	8,364,999	51.77%	7,237,518	44.79%	555,934	3.44%	146,488	1,436,090	34,823
1996-1997	9,090,234	51.66%	7,975,977	45.32%	531,134	3.02%	725,235	738,459	(24,800)
1997-1998	9,712,658	46.69%	10,411,542	50.05%	678,482	3.26%	622,424	2,435,565	147,348
1998-1999	8,891,929	46.64%	9,497,654	49.82%	675,094	3.54%	(820,729)	(913,888)	(3,388)
1999-2000	8,682,952	41.65%	11,432,469	54.83%	734,385	3.52%	(208,977)	1,934,815	59,291
2000-2001	9,451,553	43.52%	11,513,046	53.01%	752,260	3.46%	768,601	80,577	17,875
2001-2002	10,606,587	46.31%	11,519,937	50.30%	776,928	3.39%	1,155,034	6,891	24,668
2002-2003	10,609,723	47.83%	10,730,674	48.37%	844,029	3.80%	3,136	(789,263)	67,101
2003-2004	10,785,381	47.41%	11,120,844	48.89%	840,816	3.70%	175,658	390,170	(3,213)
2004-2005	12,407,313	49.85%	11,598,739	46.60%	884,076	3.55%	1,621,932	477,895	43,260
2005-2006	13,394,803	54.02%	10,503,361	42.36%	897,436	3.62%	987,490	(1,095,378)	13,360
2006-2007	17,635,496	57.34%	12,207,581	39.69%	911,254	2.96%	4,240,693	1,704,220	13,818
2007-2008	13,866,928	44.29%	16,440,608	52.51%	1,003,170	3.20%	(3,768,568)	4,233,027	91,916
2008-2009	14,631,297	45.37%	16,528,653	51.25%	1,091,150	3.38%	764,369	88,045	87,980
2009-2010	14,222,989	44.49%	16,360,835	51.18%	1,385,322	4.33%	(408,308)	(167,818)	294,172
2010-2011	14,435,668	44.59%	16,692,699	51.56%	1,249,054	3.86%	212,679	331,864	(136,268)
2011-2012	14,409,309	45.80%	15,738,214	50.02%	1,315,472	4.18%	(26,359)	(954,485)	66,418
2012-2013	14,775,455	47.62%	14,809,911	47.73%	1,443,512	4.65%	366,146	(928,303)	128,040
2013-2014	14,776,922	46.81%	15,207,443	48.18%	1,580,846	5.01%	1,467	397,532	137,334
2014-2015	#DIV/0!		0	#DIV/0!	0	#DIV/0!	(14,776,922)	(15,207,443)	(1,580,846)

\*Includes General Fund, Food Service Fund, and Debt Service Fund.

from General Fund C-2 plus Actual J-6 plus Actual J-7.

**Agenda Item Summary Sheet (5 C)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Business and Operations**      Date and Time for Proposed Budget and Tax Rate

**Summary**

According to the *Texas Education Code* a proposed budget must be prepared on or before a date set by the State Board of Education. That date is currently August 20<sup>th</sup>.

After the proposed budget has been prepared, the Board President must call a public meeting to discuss and adopt a budget and proposed tax rate. The Board must provide notice of the budget and proposed tax rate meeting by publishing a notice in a daily, weekly, or bi-weekly newspaper published in the District. The notice must be published not earlier than the 30<sup>th</sup> day or later than the 10<sup>th</sup> day before the date of the hearing; and must meet the size, format, and content requirements dictated by law.

We are recommending that the hearing on the budget and proposed tax rate be held at 6:45 p.m. on Tuesday, August 26, 2014.

**ECISD Board Policy**

CE (LEGAL), ANNUAL OPERATING BUDGET

CCG (LEBAL), LOCAL REVENUE SOURCES: AD VALOREM TAXES

**Effective Date**

July 15, 2014

**Previous Board Action**

The Board annually sets the date for the public meeting to discuss the budget and proposed tax rate and takes a record vote on the tax rates for publication.

**Future Action Expected**

The Board annually sets the date for the public meeting to discuss the budget and proposed tax rate and takes a record vote on the tax rates for publication.

**Background Information and Significant Issues**

The following is a proposed timeline for completion of the budget process:

July 15<sup>th</sup> – Set date and time for public hearing on budget and proposed tax rate, and a record vote on the tax rates to be published in the public notification of this meeting.

July 25<sup>th</sup> – Deadline for certified taxable values from the Wharton County Central Appraisal District

August 4<sup>th</sup> – 16<sup>th</sup> – Publication of Notice of Public Hearing on Budget and Proposed Tax Rate

August 12<sup>th</sup> – Budget Workshop to Review Proposed Budget (August 19<sup>th</sup> is an alternate date)

August 20<sup>th</sup> – Deadline for Preparation of Proposed Budget

August 26<sup>th</sup> – Public Hearing on Budget and Proposed Tax Rate; and consideration of approval of 2014-2015 General Operating Budget and M&O and I&S tax rates.

<b>Fiscal Impact</b>	Cost of publication of NOTICE.
<b>Student and Public Benefit</b>	The public is notified ahead of the scheduled meeting and given the opportunity to comment on the budget and/or proposed tax rate at that meeting.
<b>Procedural and Reporting Implications</b>	Publication of date and time of meeting in a daily, weekly, or bi-weekly newspaper published in the District ( <i>Leader-News</i> ).
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	Motion, second and majority vote to set August 26, 2014, at 6:45 p.m. as the date and time for the Public Hearing on the 2014-2015 Budget and Proposed Tax Rate.
<b>Superintendent's Recommendation</b>	I recommend you to set August 26, 2014, at 6:45 p.m. as the date and time for the Public Hearing on the 2014-2015 Budget and Proposed Tax Rate.  <b>Mark Pool, Superintendent of Schools</b>

**Agenda Item Summary Sheet (5 D)**  
**Meeting Date: July 15, 2014**  
**Submitted by: Mark Pool, Superintendent**

## ***Action Required***

**Business and Operations**

Proposed Tax Rate for Publication of Notice

**Summary**

According to the *Texas Education Code* a proposed budget must be prepared on or before a date set by the State Board of Education. That date is currently August 20<sup>th</sup>.

After the proposed budget has been prepared, the Board President must call a public meeting to discuss and adopt a budget and proposed tax rate. The Board must provide notice of the budget and proposed tax rate meeting by publishing a notice in a daily, weekly, or bi-weekly newspaper published in the District. The notice must be published not earlier than the 30<sup>th</sup> day or later than the 10<sup>th</sup> day before the date of the hearing; and must meet the size, format, and content requirements dictated by law.

Prior to publication of the Notice, the Board must vote on a proposed tax rate that will be published. We are recommending the following:

Maintenance & Operations Tax Rate of \$1.04005

Interest & Sinking Tax Rate of \$0.13798

**ECISD Board Policy**

CE (LEGAL), ANNUAL OPERATING BUDGET

CCG (LEBAL), LOCAL REVENUE SOURCES: AD VALOREM TAXES

**Effective Date**

July 15, 2014

**Previous Board Action**

The Board annually sets the date for the public meeting to discuss the budget and proposed tax rate and takes a record vote on the tax rates for publication.

**Future Action Expected**

The Board annually sets the date for the public meeting to discuss the budget and proposed tax rate and takes a record vote on the tax rates for publication.

**Background Information and Significant Issues**

The following is a proposed timeline for completion of the budget process:

July 15<sup>th</sup> – Set date and time for public hearing on budget and proposed tax rate, and a record vote on the tax rates to be published in the public notification of this meeting.

July 25<sup>th</sup> – Deadline for certified taxable values from the Wharton County Central Appraisal District

August 4<sup>th</sup> – 16<sup>th</sup> – Publication of Notice of Public Hearing on Budget and Proposed Tax Rate

August 12<sup>th</sup> – Budget Workshop to Review Proposed Budget (August 19<sup>th</sup> is an alternate date)

August 20<sup>th</sup> – Deadline for Preparation of Proposed Budget

August 26<sup>th</sup> – Public Hearing on Budget and Proposed Tax Rate; and consideration of approval of 2014-2015 General Operating Budget and M&O and I&S tax rates.

<b>Fiscal Impact</b>	Cost of publication of NOTICE.
<b>Student and Public Benefit</b>	The public is notified ahead of the scheduled meeting and given the opportunity to comment on the budget and/or proposed tax rate at that meeting.
<b>Procedural and Reporting Implications</b>	Publication of date and time of meeting in a daily, weekly, or bi-weekly newspaper published in the District ( <i>Leader-News</i> ).
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	None.
<b>Contact Person(s)</b>	David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	Motion, second and majority vote to set the proposed tax rates for publication at \$1.04005 for the Maintenance and Operations Tax Rate, and \$0.13798 for the Interest and Sinking Tax Rate.
<b>Superintendent's Recommendation</b>	I recommend that the Board set the proposed tax rates for publication at \$1.04005 for the Maintenance and Operations Tax Rate, and \$0.13798 for the Interest and Sinking Tax Rate.  <b>Mark Pool, Superintendent of Schools</b>

<b>Business and Operations</b>	Discuss Plans for a Possible Bond Election
<b>Summary</b>	I have been in contact with our Financial Advisor, Lewis Wilks, and Bond Counsel, Tom Sage, regarding a possible bond election on November 4, 2014. They have presented me with a Timetable of Events that we need to discuss.
<b>ECISD Board Policy</b>	CCA (LEGAL) – LOCAL REVENUE SOURCES, BOND ISSUES
<b>Effective Date</b>	July 15, 2014
<b>Previous Board Action</b>	At the regular meeting on June 24 <sup>th</sup> , the Community Facilities Advisory Committee presented their <i>Best Course of Action</i> recommendation for addressing a number of facility needs throughout the district. Their recommendation including consideration of a \$12M bond issue.
<b>Future Action Expected</b>	<p>I would recommend that the Board conduct a facilities workshop on July 29<sup>th</sup> or August 5<sup>th</sup> to include consultation with the district's financial advisor and bond counsel.</p> <p>Any bond issue for the November 4<sup>th</sup> General Election Day must be called no later than August 18<sup>th</sup>.</p>
<b>Background Information and Significant Issues</b>	<p>The following are some issues to consider for discussion:</p> <ul style="list-style-type: none"><li>• Workshop on July 29<sup>th</sup> or August 5<sup>th</sup> with Financial Advisor and Bond Counsel</li><li>• Consider calling bond issue at Budget Workshop scheduled for August 12<sup>th</sup>.</li><li>• August meet with Community Facilities Advisory Committee to discuss formation of committee to promote bond election.</li><li>• September / October - Conduct community meetings to inform the public of the District's Facility Needs.<ul style="list-style-type: none"><li>○ Civic and community organizations</li><li>○ Public Hearings (in the community)</li><li>○ Leader-News Column</li></ul></li></ul>

- October 22 – 31 – Early Voting
  - Daily at Administration Building (last two days extended for 12 hours)
  - Friday, October 24<sup>th</sup> – Bay City Football Game
  - Monday, October 27<sup>th</sup> – Parent Conference Days
- Tuesday, November 4<sup>th</sup> – General Election Day

<b>Fiscal Impact</b>	Unknown.
<b>Student and Public Benefit</b>	Needed facility upgrades.
<b>Procedural and Reporting Implications</b>	None.
<b>Public Comments</b>	None.
<b>Alternatives</b>	None.
<b>Other Comments and Related Issues</b>	None.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• El Campo Independent School District, Unlimited Tax School Building Bonds, Series 2015 – Timetable of Events</li> </ul>
<b>Contact Person(s)</b>	Mark Pool, Superintendent of Schools David Bright, Assistant Superintendent of Finance and Operations
<b>Action Required</b>	No action required.
<b>Superintendent's Recommendation</b>	This is a discussion item only. <b>Mark Pool, Superintendent of Schools</b>

**EL CAMPO INDEPENDENT SCHOOL DISTRICT**  
**UNLIMITED TAX SCHOOL BUILDING BONDS, SERIES 2015**

**Timetable of Events**

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

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

JANUARY - 2015						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY - 2015						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

<u>Date</u>	<u>Action</u>	<u>Responsibility</u>
August	<b>Board Meeting</b> – Discuss and consider calling bond election for Nov. 4, 2014	ISD, BC, FA
August	Justice Department submission regarding pre-clearance of bond election	BC
8/18	Last day to call bond election for November 4, 2014	ISD, BC, FA
Sept./Oct.	Conduct community meetings informing the public of the District's facility needs and the upcoming bond referendum	ISD, FA
10/22	First day for early voting and branch voting	ISD
10/31	Last day for early voting and branch voting	ISD
<b>11/4</b>	<b>Bond Election</b>	ISD, FA
11/12	Earliest day for the Board to canvass the election	ISD
11/14	Financial Advisor submits application to Permanent School Fund guarantee program	FA
11/15	Last day for the Board to canvass the election	ISD
11/19	Submit request to the District for information for the offering document	FA
12/3	Receive information from District for official statement	ISD
12/5	First draft of bond documents to working group	FA
12/5	Financial Advisor submits draft of bond documents to rating agencies	FA
12/11	Bond Counsel prepares draft order and draft opinion	BC
12/11	Submit Instructional Facilities Allotment (IFA) application to TEA (if applicable)	FA

<u>Date</u>	<u>Action</u>	<u>Responsibility</u>
12/12	Comments from working group on first draft of documents	BC, FA
12/12-13	Rating agency meetings/conference call	ISD, FA
12/16	Second draft of bond documents to working group	FA
12/22	Receive Permanent School Fund guarantee (if available)	FA
12/29	Second draft of comments from working group on documents	BC, FA
1/5	Final draft of bond documents to working group	FA
1/8	Final comments from working group on documents	BC, FA
1/12	Notify Texas Bond Reporter, The Bond Buyer, and Bloomberg of sale	FA
1/12	Print and distribute offering documents and order CUSIPs	FA
1/14	Receive ratings	FA
1/19	<b>Bids Due - Pricing of the Bonds</b>	ISD, FA, P
1/19	<b>Special Board Meeting - adopt bond order authorizing the sale of the Bonds and other related matters</b>	ISD, BC, FA
1/22	Bond counsel compiles transcript of proceedings and submits to Attorney General	BC
1/26	Print and distribute final offering documents	FA
2/10	Prepare and distribute closing memorandum	FA
2/17	<b>Deliver Bonds</b>	BC, FA, P

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***Financing Team Members:***

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