

Agenda of Regular

The Board of Trustees El Campo Independent School District

A Regular of the Board of Trustees of El Campo Independent School District will be held October 20, 2014, beginning at 7:00 PM in the Boardroom, 700 W. Norris, El Campo, TX 77437.

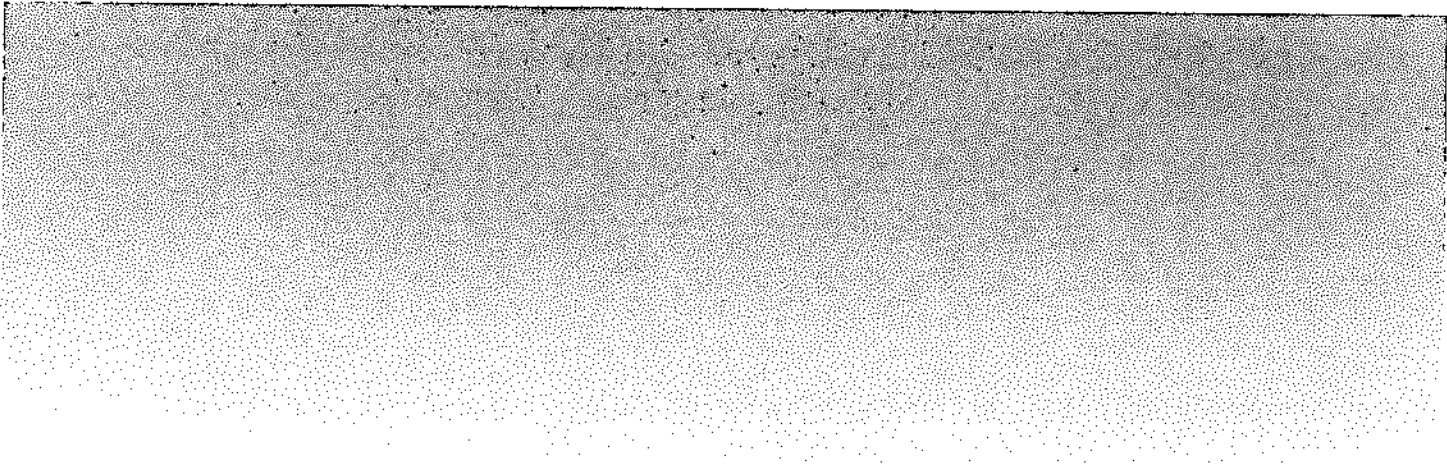
The subjects to be discussed are as listed below.

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32. Discuss Employment of Personnel	
33. Personnel	
A. Consider Approval of Personnel Resignations	
34. Consider Recommendation for Probationary Contract	
35. Superintendent's Report	
A. Curriculum and Instruction	
B. Community and Governmental Relations	
36. Governance	
37. Business and Support Services	
38. Personnel	
39. Students	
40. Adjournment	

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

For the Board of Trustees



ECISD FINANCIAL MANAGEMENT PERFORMANCE REPORT

2014 School FIRST Rating
Submitted October 20, 2014
ECISD PUBLIC MEETING

Prepared by David Bright,
Assistant Superintendent for Finance

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**NOTICE OF PUBLIC MEETING
TO DISCUSS
El Campo Independent School District's
2014 Schools FIRST
(Financial Integrity Rating System of Texas)
Accountability Rating**

**El Campo Independent School District will hold
a public meeting at 6:45 pm, October 20, 2014,
in the ECISD Board Room, 700 W. Norris, El Campo, Texas.**

**The purpose of this meeting is to discuss the
El Campo Independent School District
2014 Schools FIRST Rating
which is based on an analysis of staff and student
data reported for the 2012-2013 school year, and
budgetary and actual financial data for the 2013
fiscal year ending August 31, 2013.**

2011-2012

RATING YEAR 2012-2013 ▼ Select An Option

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Financial Integrity Rating System of Texas

**OVERALL STATISTICS
2011-2012 STATUS COUNTS**

Status	Count	% Total	Enrollment	% Total Enrollment
Passed	1,015	98.64 %	4,806,432	99.64 %
Failed	14	1.36 %	17,410	0.36 %
Total	1,029	100.00 %	4,823,842	100.00 %

2011-2012 RATING COUNTS

Ratings	Count	% Total	Enrollment	% Total Enrollment
Superior Achievement	909	88.34 %	4,627,929	95.94 %
Above Standard Achievement	87	8.45 %	163,708	3.39 %
Standard Achievement	19	1.85 %	14,795	0.31 %
Substandard Achievement	14	1.36 %	17,410	0.36 %
Total	1,029	100.00 %	4,823,842	100.00 %

2011-2012 ALL RESULTS BY INDICATOR

Indicator	Result	Count	% of Districts	Enrollment	% Total Enrollment
1	Yes	1025	99.61 %	4814620	99.81 %
	No	4	0.39 %	9222	0.19 %

2	Yes	1026	99.71 %	4822753	99.98 %
	No	3	0.29 %	1089	0.02 %
3	Yes	1029	100.00 %	4823842	100.00 %
	No	0	0.00 %	0	0.00 %
4	Yes	1024	99.51 %	4816884	99.86 %
	No	5	0.49 %	6958	0.14 %
5	Yes	1028	99.90 %	4823795	100.00 %
	No	1	0.10 %	47	0.00 %
6	Yes	998	96.99 %	4620562	95.79 %
	No	31	3.01 %	203280	4.21 %
7	5	889	86.39 %	4550561	94.33 %
	4	122	11.86 %	242225	5.02 %
	3	14	1.36 %	14922	0.31 %
	2	2	0.19 %	8231	0.17 %
	1	1	0.10 %	7685	0.16 %
	0	1	0.10 %	218	0.00 %
8	5	1017	98.83 %	4816403	99.85 %
	0	12	1.17 %	7439	0.15 %
9	5	620	60.25 %	4223772	87.56 %
	4	136	13.22 %	209474	4.34 %
	3	90	8.75 %	144745	3.00 %

	2	66	6.41 %	118040	2.45 %
	1	40	3.89 %	66531	1.38 %
	0	77	7.48 %	61280	1.27 %
10	5	995	96.70 %	4606277	95.49 %
	0	34	3.30 %	217565	4.51 %
11	5	1025	99.61 %	4802931	99.57 %
	0	4	0.39 %	20911	0.43 %
12	5	1021	99.22 %	4728298	98.02 %
	0	8	0.78 %	95544	1.98 %
13	5	1029	100.00 %	4823842	100.00 %
14	5	1027	99.81 %	4815397	99.82 %
	0	2	0.19 %	8445	0.18 %
15	5	954	92.71 %	4733912	98.14 %
	0	75	7.29 %	89930	1.86 %
16	5	985	95.72 %	4786815	99.23 %
	4	22	2.14 %	30941	0.64 %
	3	4	0.39 %	2150	0.04 %
	2	6	0.58 %	2590	0.05 %
	1	4	0.39 %	282	0.01 %
	0	8	0.78 %	1064	0.02 %
17	5	819	79.59 %	4464070	92.54 %

	4	82	7.97 %	260156	5.39 %
	3	53	5.15 %	61137	1.27 %
	2	23	2.24 %	13996	0.29 %
	1	20	1.94 %	17329	0.36 %
	0	32	3.11 %	7154	0.15 %
18	5	1007	97.86 %	4698779	97.41 %
	3	1	0.10 %	1076	0.02 %
	0	21	2.04 %	123987	2.57 %
19	5	1025	99.61 %	4822363	99.97 %
	0	4	0.39 %	1479	0.03 %
20	5	1008	97.96 %	4791992	99.34 %
	0	21	2.04 %	31850	0.66 %

2011-2012 ANSWERS BY INDICATOR

Indicator	Yes	No	5	4	3	2	1	0	Total
1	1025	4	x	x	x	x	x	x	1029
2	1026	3	x	x	x	x	x	x	1029
3	1029	x	x	x	x	x	x	x	1029
4	1024	5	x	x	x	x	x	x	1029
5	1028	1	x	x	x	x	x	x	1029
6	998	31	x	x	x	x	x	x	1029
7	x	x	889	122	14	2	1	1	1029
8	x	x	1017	x	x	x	x	12	1029

9	x	x	620	136	90	66	40	77	1029
10	x	x	995	x	x	x	x	34	1029
11	x	x	1025	x	x	x	x	4	1029
12	x	x	1021	x	x	x	x	8	1029
13	x	x	1029	x	x	x	x	x	1029
14	x	x	1027	x	x	x	x	2	1029
15	x	x	954	x	x	x	x	75	1029
16	x	x	985	22	4	6	4	8	1029
17	x	x	819	82	53	23	20	32	1029
18	x	x	1007	x	1	x	x	21	1029
19	x	x	1025	x	x	x	x	4	1029
20	x	x	1008	x	x	x	x	21	1029

Last Updated: Thursday, September 12, 2013 6:27:59 PM

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RATING YEAR 2013-2014 ▼ Select An Option

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Financial Integrity Rating System of Texas

2013-2014 RATINGS BASED ON SCHOOL YEAR 2012-2013 DATA - DISTRICT STATUS DETAIL

Name: EL CAMPO ISD(241903)	Publication Level 1: 6/18/2014 8:04:42 AM
Status: Passed	Publication Level 2: 9/5/2014 4:00:21 PM
Rating: Superior Achievement	Last Updated: 9/5/2014 4:00:21 PM
District Score: 68	Passing Score: 52

#	Indicator Description	Updated	Score
1	<u>Was The Total Fund Balance Less Nonspendable and Restricted Fund Balance Greater Than Zero In The General Fund?</u>	4/28/2014 4:32:03 PM	Yes
2	<u>Was the Total Unrestricted Net Asset Balance (Net of Accretion of Interest on Capital Appreciation Bonds) In the Governmental Activities Column in the Statement of Net Assets Greater than Zero? (If the District's 5 Year % Change in Students was 10% more)</u>	4/28/2014 4:32:04 PM	Yes
3	<u>Were There No Disclosures In The Annual Financial Report And/Or Other Sources Of Information Concerning Default On Bonded Indebtedness Obligations?</u>	4/28/2014 4:32:04 PM	Yes
4	<u>Was The Annual Financial Report Filed Within One Month After November 27th or January 28th Deadline Depending Upon The District's Fiscal Year End Date (June 30th or August 31st)?</u>	4/28/2014 4:32:04 PM	Yes
5	<u>Was There An Unqualified Opinion in Annual Financial Report?</u>	4/28/2014 4:32:05 PM	Yes

6	<u>Did The Annual Financial Report Not Disclose Any Instance(s) Of Material Weaknesses In Internal Controls?</u>	4/28/2014 4:32:05 PM	Yes
			1 Multiplier Sum
7	<u>Was The Three-Year Average Percent Of Total Tax Collections (Including Delinquent) Greater Than 98%?</u>	4/28/2014 4:32:05 PM	5
8	<u>Did The Comparison Of PEIMS Data To Like Information In Annual Financial Report Result In An Aggregate Variance Of Less Than 3 Percent Of Expenditures Per Fund Type (Data Quality Measure)?</u>	4/28/2014 4:32:06 PM	5
9	<u>Were Debt Related Expenditures (Net Of IFA And/Or EDA Allotment) < \$350.00 Per Student? (If The District's Five-Year Percent Change In Students = Or > 7%, Or If Property Taxes Collected Per Penny Of Tax Effort > \$200,000 Per Student)</u>	5/15/2014 12:09:22 PM	3
10	<u>Was There No Disclosure In The Annual Audit Report Of Material Noncompliance?</u>	4/28/2014 4:32:07 PM	5
11	<u>Did The District Have Full Accreditation Status In Relation To Financial Management Practices? (e.g. No Conservator Or Monitor Assigned)</u>	4/28/2014 4:32:07 PM	5
12	<u>Was The Aggregate Of Budgeted Expenditures And Other Uses Less Than The Aggregate Of Total Revenues, Other Resources and Fund Balance In General Fund?</u>	4/28/2014 4:32:07 PM	5
13	<u>If The District's Aggregate Fund Balance In The General Fund And Capital Projects Fund Was Less Than Zero, Were Construction Projects Adequately Financed? (To Avoid Creating Or Adding To The Fund Balance Deficit Situation)</u>	4/28/2014 4:32:08 PM	5
14	<u>Was The Ratio Of Cash And Investments To Deferred Revenues (Excluding Amount Equal To Net Delinquent Taxes Receivable) In The General Fund Greater Than Or Equal To 1:1? (If Deferred Revenues Are Less Than</u>	4/28/2014 4:32:08 PM	5

	<u>Net Delinquent Taxes Receivable)</u>		
15	<u>Was The Administrative Cost Ratio Less Than The Threshold Ratio?</u>	4/28/2014 4:32:08 PM	5
16	<u>Was The Ratio Of Students To Teachers Within the Ranges Shown Below According To District Size?</u>	4/28/2014 4:32:09 PM	5
17	<u>Was The Ratio Of Students To Total Staff Within the Ranges Shown Below According To District Size?</u>	4/28/2014 4:32:09 PM	5
18	<u>Was The Decrease In Undesignated Unreserved Fund Balance < 20% Over Two Fiscal Years?(If Total Revenues > Operating Expenditures In The General Fund,Then District Receives 5 Points)</u>	4/28/2014 4:32:10 PM	5
19	<u>Was The Aggregate Total Of Cash And Investments In The General Fund More Than \$0?</u>	4/28/2014 4:32:10 PM	5
20	<u>Were Investment Earnings In All Funds (Excluding Debt Service Fund and Capital Projects Fund) Meet or Exceed the 3-Month Treasury Bill Rate?</u>	5/14/2014 12:38:25 PM	5
			68 Weighted Sum
			1 Multiplier Sum
			68 Score

DETERMINATION OF RATING

A.	Did The District Answer 'No' To Indicators 1, 2, 3 Or 4? OR Did The District Answer 'No' To Both 5 and 6? If So, The District's Rating Is Substandard Achievement.	
B.	Determine Rating By Applicable Range For summation of the indicator scores (Indicators 7-20)	
	Superior Achievement	64-70

Above Standard Achievement	58-63
Standard Achievement	52-57
Substandard Achievement	<52

INDICATOR 16 & 17 RATIOS

Indicator 16	Ranges for Ratios		Indicator 17	Ranges for Ratios	
	Low	High		Low	High
District Size - Number of Students Between			District Size - Number of Students Between		
< 500	7	22	< 500	5	14
500-999	10	22	500-999	5.8	14
1000-4999	11.5	22	1000-4999	6.3	14
5000-9999	13	22	5000-9999	6.8	14
=> 10000	13.5	22	=> 10000	7.0	14

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2012-2013

RATING YEAR 2013-2014 ▼ Select An Option

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Financial Integrity Rating System of Texas

OVERALL STATISTICS
2012-2013 STATUS COUNTS

Status	Count	% Total	Enrollment	% Total Enrollment
Passed	1,011	98.63 %	4,837,594	99.26 %
Failed	14	1.37 %	35,829	0.74 %
Total	1,025	100.00 %	4,873,423	100.00 %

2012-2013 RATING COUNTS

Ratings	Count	% Total	Enrollment	% Total Enrollment
Superior Achievement	912	88.98 %	4,754,747	97.56 %
Above Standard Achievement	83	8.10 %	74,394	1.53 %
Standard Achievement	16	1.56 %	8,453	0.17 %
Substandard Achievement	12	1.17 %	14,474	0.30 %
Suspended Due to Data Quality	2	0.20 %	21,355	0.44 %
Total	1,025	100.00 %	4,873,423	100.00 %

2012-2013 ALL RESULTS BY INDICATOR

Indicator	Result	Count	% of Districts	Enrollment	% Total Enrollment
1	Yes	1019	99.41 %	4851504	99.55 %

	No	6	0.59 %	21919	0.45 %
2	Yes	1020	99.51 %	4852979	99.58 %
	No	5	0.49 %	20444	0.42 %
3	Yes	1024	99.90 %	4871898	99.97 %
	No	1	0.10 %	1525	0.03 %
4	Yes	1019	99.41 %	4840581	99.33 %
	No	6	0.59 %	32842	0.67 %
5	Yes	1019	99.41 %	4834732	99.21 %
	No	6	0.59 %	38691	0.79 %
6	Yes	989	96.49 %	4634969	95.11 %
	No	36	3.51 %	238454	4.89 %
7	5	919	89.66 %	4732968	97.12 %
	4	89	8.68 %	116099	2.38 %
	3	10	0.98 %	12741	0.26 %
	2	5	0.49 %	9938	0.20 %
	1	1	0.10 %	1440	0.03 %
	0	1	0.10 %	237	0.00 %
8	5	1001	97.66 %	4775031	97.98 %
	0	24	2.34 %	98392	2.02 %
9	5	629	61.37 %	4289846	88.03 %
	4	117	11.41 %	182283	3.74 %

	3	95	9.27 %	153839	3.16 %
	2	66	6.44 %	104275	2.14 %
	1	44	4.29 %	66239	1.36 %
	0	74	7.22 %	76941	1.58 %
10	5	987	96.29 %	4580650	93.99 %
	0	38	3.71 %	292773	6.01 %
11	5	1025	100.00 %	4873423	100.00 %
12	5	1020	99.51 %	4843593	99.39 %
	0	5	0.49 %	29830	0.61 %
13	5	1025	100.00 %	4873423	100.00 %
14	5	1020	99.51 %	4863872	99.80 %
	4	2	0.20 %	9070	0.19 %
	0	3	0.29 %	481	0.01 %
15	5	971	94.73 %	4813847	98.78 %
	0	54	5.27 %	59576	1.22 %
16	5	985	96.10 %	4849611	99.51 %
	4	18	1.76 %	16577	0.34 %
	3	10	0.98 %	3800	0.08 %
	2	2	0.20 %	1187	0.02 %
	1	6	0.59 %	1423	0.03 %
	0	4	0.39 %	825	0.02 %
17					

	5	844	82.34 %	4559282	93.55 %
	4	72	7.02 %	232456	4.77 %
	3	38	3.71 %	47205	0.97 %
	2	27	2.63 %	12615	0.26 %
	1	12	1.17 %	16440	0.34 %
	0	32	3.12 %	5425	0.11 %
18	5	988	96.39 %	4825302	99.01 %
	2	1	0.10 %	97	0.00 %
	1	2	0.20 %	1009	0.02 %
	0	34	3.32 %	47015	0.96 %
19	5	1019	99.41 %	4850544	99.53 %
	0	6	0.59 %	22879	0.47 %
20	5	994	96.98 %	4783263	98.15 %
	0	31	3.02 %	90160	1.85 %

2012-2013 ANSWERS BY INDICATOR

Indicator	Yes	No	5	4	3	2	1	0	Total
1	1019	6	x	x	x	x	x	x	1025
2	1020	5	x	x	x	x	x	x	1025
3	1024	1	x	x	x	x	x	x	1025
4	1019	6	x	x	x	x	x	x	1025
5	1019	6	x	x	x	x	x	x	1025
6	989	36	x	x	x	x	x	x	1025

7	x	x	919	89	10	5	1	1	1025
8	x	x	1001	x	x	x	x	24	1025
9	x	x	629	117	95	66	44	74	1025
10	x	x	987	x	x	x	x	38	1025
11	x	x	1025	x	x	x	x	x	1025
12	x	x	1020	x	x	x	x	5	1025
13	x	x	1025	x	x	x	x	x	1025
14	x	x	1020	2	x	x	x	3	1025
15	x	x	971	x	x	x	x	54	1025
16	x	x	985	18	10	2	6	4	1025
17	x	x	844	72	38	27	12	32	1025
18	x	x	988	x	x	1	2	34	1025
19	x	x	1019	x	x	x	x	6	1025
20	x	x	994	x	x	x	x	31	1025

Last Updated: Friday, September 05, 2014 3:01:22 PM

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RATING YEAR 2012-2013 ▼ Select An Option

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Financial Integrity Rating System of Texas

2012-2013 RATINGS BASED ON SCHOOL YEAR 2011-2012 DATA - DISTRICT STATUS DETAIL

Name: EL CAMPO ISD(241903)	Publication Level 1: 2/28/2014 3:35:06 PM
Status: Passed	Publication Level 2: 2/28/2014 3:36:22 PM
Rating: Superior Achievement	Last Updated: 2/28/2014 3:36:22 PM
District Score: 69	Passing Score: 52

#	Indicator Description	Updated	Score
1	<u>Was The Total Fund Balance Less Nonspendable and Restricted Fund Balance Greater Than Zero In The General Fund?</u>	4/26/2013 6:13:03 PM	Yes
2	<u>Was the Total Unrestricted Net Asset Balance (Net of Accretion of Interest on Capital Appreciation Bonds) In the Governmental Activities Column in the Statement of Net Assets Greater than Zero? (If the District's 5 Year % Change in Students was 10% more)</u>	4/26/2013 6:13:03 PM	Yes
3	<u>Were There No Disclosures In The Annual Financial Report And/Or Other Sources Of Information Concerning Default On Bonded Indebtedness Obligations?</u>	4/26/2013 6:13:03 PM	Yes
4	<u>Was The Annual Financial Report Filed Within One Month After November 27th or January 28th Deadline Depending Upon The District's Fiscal Year End Date (June 30th or August 31st)?</u>	4/26/2013 6:13:03 PM	Yes
5	<u>Was There An Unqualified Opinion in Annual Financial Report?</u>	4/26/2013 6:13:04 PM	Yes

6	<u>Did The Annual Financial Report Not Disclose Any Instance(s) Of Material Weaknesses In Internal Controls?</u>	4/26/2013 6:13:04 PM	Yes
			1 Multiplier Sum
7	<u>Was The Three-Year Average Percent Of Total Tax Collections (Including Delinquent) Greater Than 98%?</u>	4/26/2013 6:13:04 PM	5
8	<u>Did The Comparison Of PEIMS Data To Like Information In Annual Financial Report Result In An Aggregate Variance Of Less Than 3 Percent Of Expenditures Per Fund Type (Data Quality Measure)?</u>	4/26/2013 6:13:05 PM	5
9	<u>Were Debt Related Expenditures (Net Of IFA And/Or EDA Allotment) < \$350.00 Per Student? (If The District's Five-Year Percent Change In Students = Or > 7%, Or If Property Taxes Collected Per Penny Of Tax Effort > \$200,000 Per Student)</u>	4/26/2013 6:13:05 PM	4
10	<u>Was There No Disclosure In The Annual Audit Report Of Material Noncompliance?</u>	4/26/2013 6:13:05 PM	5
11	<u>Did The District Have Full Accreditation Status In Relation To Financial Management Practices? (e.g. No Conservator Or Monitor Assigned)</u>	4/26/2013 6:13:05 PM	5
12	<u>Was The Aggregate Of Budgeted Expenditures And Other Uses Less Than The Aggregate Of Total Revenues, Other Resources and Fund Balance In General Fund?</u>	4/26/2013 6:13:06 PM	5
13	<u>If The District's Aggregate Fund Balance In The General Fund And Capital Projects Fund Was Less Than Zero, Were Construction Projects Adequately Financed? (To Avoid Creating Or Adding To The Fund Balance Deficit Situation)</u>	4/26/2013 6:13:06 PM	5
14	<u>Was The Ratio Of Cash And Investments To Deferred Revenues (Excluding Amount Equal To Net Delinquent Taxes Receivable) In The General Fund Greater Than Or Equal To 1:1? (If Deferred Revenues Are Less Than</u>	4/26/2013 6:13:06 PM	5

	<u>Net Delinquent Taxes Receivable)</u>		
15	<u>Was The Administrative Cost Ratio Less Than The Threshold Ratio?</u>	4/26/2013 6:13:07 PM	5
16	<u>Was The Ratio Of Students To Teachers Within the Ranges Shown Below According To District Size?</u>	4/26/2013 6:13:07 PM	5
17	<u>Was The Ratio Of Students To Total Staff Within the Ranges Shown Below According To District Size?</u>	4/26/2013 6:13:07 PM	5
18	<u>Was The Decrease In Undesignated Unreserved Fund Balance < 20% Over Two Fiscal Years?(If Total Revenues > Operating Expenditures In The General Fund,Then District Receives 5 Points)</u>	4/26/2013 6:13:08 PM	5
19	<u>Was The Aggregate Total Of Cash And Investments In The General Fund More Than \$0?</u>	4/26/2013 6:13:08 PM	5
20	<u>Were Investment Earnings In All Funds (Excluding Debt Service Fund and Capital Projects Fund) Meet or Exceed the 3-Month Treasury Bill Rate?</u>	4/26/2013 6:13:08 PM	5
			69 Weighted Sum
			1 Multiplier Sum
			69 Score

DETERMINATION OF RATING

A.	Did The District Answer ' No ' To Indicators 1, 2, 3 Or 4? OR Did The District Answer ' No ' To Both 5 and 6? If So, The District's Rating Is Substandard Achievement.
B.	Determine Rating By Applicable Range For summation of the indicator scores (Indicators 7-20)
	Superior Achievement 64-70

Above Standard Achievement	58-63
Standard Achievement	52-57
Substandard Achievement	<52

INDICATOR 16 & 17 RATIOS

Indicator 16	Ranges for Ratios		Indicator 17	Ranges for Ratios	
	Low	High		Low	High
District Size - Number of Students Between			District Size - Number of Students Between		
< 500	7	22	< 500	5	14
500-999	10	22	500-999	5.8	14
1000-4999	11.5	22	1000-4999	6.3	14
5000-9999	13	22	5000-9999	6.8	14
=> 10000	13.5	22	=> 10000	7.0	14

Audit Home Page: [School Financial Audits](#) | Send comments or suggestions to schoolaudits@tea.state.tx.us

THE TEXAS EDUCATION AGENCY

1701 NORTH CONGRESS AVENUE • AUSTIN, TEXAS, 78701 • (512) 463-9734

School FIRST Annual Financial Management Report

EL CAMPO ISD

Title 19 Texas Administrative Code Chapter 109, Budgeting, Accounting, and Auditing Subchapter AA, Commissioner's Rules Concerning Financial Accountability Rating System, Section 109.1005. Amended to be effective 2/3/11. The template has been established to help the districts in gathering their data and presenting it at their School FIRST hearing. The template may not be all inclusive.

Superintendent and Board Members

Superintendent:	Mark Pool
Board Member 1:	Tommy Turner
Board Member 2:	Kristi David
Board Member 3:	James Russel
Board Member 4:	David Hodges
Board Member 5:	JJ Croix
Board Member 6:	Cecil Davis
Board Member 7:	Ralph Novosad
Board Member 8:	Tim Supak

Superintendent's Current Employment Contract

A copy of the superintendent's current employment contract at the time of the School FIRST hearing is to be provided. In lieu of publication in the annual School FIRST financial management report, the school district may chose to publish the superintendent's employment contract on the school district's Internet site. If published on the Internet, the contract is to remain accessible for twelve months.

Reimbursements Received by the Superintendent and Board Members

For the Twelve-Month Period
 Ended August 31, 2013

Description of Reimbursements	Board								
	Superintendent	Member 1	Member 2	Member 3	Member 4	Member 5	Member 6	Member 7	Member 8
Meals	\$35.51	\$36.98	\$0.00	\$0.00	\$46.00	\$0.00	\$0.00	\$0.00	\$0.00
Lodging	\$0.00	\$427.50	\$0.00	\$0.00	\$427.50	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	\$490.11	\$262.23	\$0.00	\$0.00	\$262.23	\$0.00	\$0.00	\$199.37	\$0.00
Motor Fuel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$525.62	\$726.71	\$0.00	\$0.00	\$735.73	\$0.00	\$0.00	\$199.37	\$0.00

All "reimbursements" expenses, regardless of the manner of payment, including direct pay, credit card, cash, and purchase order are to be reported. Items to be reported per category include:

Meals -- Meals consumed out of town, and in-district meals at area restaurants (outside of board meetings, excludes catered board meeting meals).

Lodging - Hotel charges.

Transportation - Airfare, car rental (can include fuel on rental, taxis, mileage reimbursements, leased cars, parking and tolls).

Motor Fuel -- Gasoline.

Other -- Registration fees, telephone/cell phone, internet service, fax machine, and other reimbursements (or on-behalf of) to the superintendent and board member not defined above.

Outside Compensation and/or Fees Received by the Superintendent for Professional Consulting and/or Other Personal Services

For the Twelve-Month Period
 Ended August 31, 2013

Name(s) of Entity(ies) Amount Received
 \$ \$

Total \$0.00

Compensation does not include business revenues generated from a family business (farming, ranching, etc.) that has no relation to school district business.

**Gifts Received by Executive Officers and Board Members (and First Degree Relatives, if any)
(gifts that had an economic value of \$250 or more in the aggregate in the fiscal year)**

**For the Twelve-Month Period
Ended August 31, 2013**

Superintendent	Board Member 1	Board Member 2	Board Member 3	Board Member 4	Board Member 5	Board Member 6	Board Member 7	Board Member 8
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total								\$0.00

Note – An executive officer is defined as the superintendent, unless the board of trustees or the district administration names additional staff under this classification for local officials.

Business Transactions Between School District and Board Members

**For the Twelve-Month Period
Ended August 31, 2013**

Board Member 1	Board Member 2	Board Member 3	Board Member 4	Board Member 5	Board Member 6	Board Member 7	Board Member 8
Amounts	\$0.00	\$0.00	\$5,377.23	\$0.00	\$0.00	\$0.00	\$0.00

Note – The summary amounts reported under this disclosure are not to duplicate the items disclosed in the summary schedule of reimbursements received by board members.

Summary Schedule of Data Submitted under the Financial Solvency Provisions of TEC §39.0822

General Fund - First-Quarter Expenditures By Object Code

Report 2013-2014 first-quarter (first three months of fiscal year 2013-2014) GENERAL FUND expenditures by object code using whole numbers.

Payroll- Expenditures for payroll costs	object codes 6110-6149	\$4,549,835.87
Contract Costs- Expenditures for services rendered by firms, individuals, and other organizations	object code series 6200	\$818,946.78
Supplies and Materials- Expenditures for supplies and materials necessary to maintain and/or operate furniture, computers, equipment, vehicles, grounds, and facilities	object code series 6300	\$337,805.76
Other Operating- Expenditures for items other than payroll, professional and contracted services, supplies and materials, debt service, and capital outlay	object code series 6400	\$283,959.40
Debt Service- Expenditures for debt service	object code series 6500	\$500.00
Capital Outlay- Expenditures for land, buildings, and equipment	object code series 6600	\$457,918.95

Additional Financial Solvency Questions

1) Districts with a September 1- August 31 fiscal year:

Within the last two years, did the school district

- 1) draw funds from a short-term financing note (term less than 12 months) between the months of September and December, inclusive, and
- 2) for the prior fiscal year, have a total General Fund balance of less than 2 percent of total expenditures for General Fund function codes 11-61?

Yes	No
_____	_____
_____	X
_____	X

2) Has the school district declared financial exigency within the past two years? _____ X

3) Provide comments or explanations for student-to-staff ratios significantly (more than 15%) below the norm, rapid depletion of General Fund balances, or any significant discrepancies between actual budget figures and projected revenues and expenditures, or any other information that may be helpful in evaluating the school district's financial solvency.

<u>Mean Enrollment-to-Teacher Ratio</u>	<u>85% of Mean Enrollment-to-Teacher Ratio</u>	<u>School District Size</u>
8.39	7.13	Under 100
9.48	8.06	100 to 249
10.73	9.12	250 to 499
11.48	9.76	500 to 999
12.45	10.58	1,000 to 1,599
13.52	11.50	1,600 to 2,999
14.29	12.15	3,000 to 4,999
14.80	12.58	5,000 to 9,999
14.88	12.65	10,000 to 24,999
15.01	12.76	25,000 to 49,999
15.06	12.80	50,000 and Over

4) How many superintendents has your school district had in the last five years? _____ 1

5) How many business managers has your school district had in the last five years? _____ 1

SUPERINTENDENT'S EMPLOYMENT CONTRACT

THE STATE OF TEXAS :

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WHARTON :

THIS AGREEMENT is made and entered into, this 10th day of November, 2003, by and between the Board of Trustees (the "Board") of the El Campo Independent School District (the "District") and Robert Mark Pool (the "Superintendent").

WITNESSETH:

NOW, THEREFORE, the Board and the Superintendent, for and in consideration of the terms hereinafter established and pursuant to Section 11.201 of the Texas Education Code, have agreed, and do hereby agree, as follows:

I. Terms

- 1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District for a term of three (3) years seven (7) months, commencing on the 1st day of December, 2003, and ending on the 30th day of June 2007. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract as permitted by state law.
- 1.2 The Board has not adopted any policy, rule, regulation, law, or practice providing for tenure. No right of tenure is created by this Contract. No property interest, express or implied, is created in continued employment beyond the Contract term.

II. Employment

- 2.1 Duties. The Superintendent is the chief executive of the District and shall faithfully perform the duties of the Superintendent of Schools for the District as prescribed in the job description set forth in El Campo ISD Policy BIA. The Superintendent shall comply with all lawful directives of the Board, state and federal law, District policy, rules, and regulations as they exist or may hereafter be amended. Specifically, it shall be the duty of the Superintendent to recommend for employment all professional employees of the District subject to the Board's approval unless the District's Board Policy authorizes the Superintendent to hire professional employees. It shall be the further duty of the Superintendent to employ all other personnel consistent with the Board's policies. It shall be the further duty of the Superintendent to direct, assign, reassign, and evaluate all of the employees of the District consistent with Board policies and federal and state law. It shall be the further duty of the Superintendent to organize, reorganize, and arrange the staff of the District, and to develop and establish administrative regulations, rules, and procedures which the Superintendent deems necessary for the efficient and effective operation of the District consistent with the Board's lawful directives, the Board's

policies, and state and federal law. It shall be the further duty of the Superintendent to accept all resignations of employees of the District consistent with the Board's policies, except the Superintendent's resignation, which must be accepted by the Board. The Superintendent shall perform the duties of the Superintendent of Schools for the District with reasonable care, diligence, skill, and expertise.

- 2.2 Professional Certification. The Superintendent shall at all times during the term of this Contract, and any renewal or extension thereof, hold and maintain a valid certificate required of a superintendent by the State of Texas and issued by the State Board for Educator Certification and any other certificates required by law.
- 2.3 Reassignment. The Superintendent cannot be reassigned from the position of Superintendent to another position without the Superintendent's express written consent.
- 2.4 Board Meetings. The Superintendent shall attend, and shall be permitted to attend, all meetings of the Board, both public and closed, with the exception of those closed meetings: (1) devoted to the consideration or discussion of any action or lack of action on the Superintendent's Contract, including but not limited to salary or benefits; (2) regarding the Superintendent's evaluation or performance; (3) for purposes of resolving conflicts between individual Board Members; (4) when the Board is acting in its capacity as a tribunal; or (5) for purposes of attorney-client consultations between the Board and the District's attorney concerning the foregoing matters numbered (1) - (4). In the event of illness or Board-approved absence, the Superintendent's designee shall attend such meetings.
- 2.5 Criticisms, Complaints, and Suggestions. The Board, individually and collectively, shall refer all substantive criticisms, complaints, and suggestions called to the Board's attention to the Superintendent for study and appropriate action, and the Superintendent shall investigate such matters and inform the Board of the results of such efforts.
- 2.6 Legal Defense. The District shall provide a legal defense to the Superintendent in connection with any and all demands, claims, suits, actions, or any legal proceedings brought against the Superintendent in his individual capacity or in his official capacity providing the incident(s) which is(are) the basis of any claim or lawsuit arose while the Superintendent was acting in good faith within the course and scope of his employment with the District. This paragraph does not apply if the Superintendent has acted with gross negligence, has acted with the intent to violate a person's clearly established legal rights, or has been charged with criminal acts. This paragraph does not apply to actions in which the Board and Superintendent have adverse interests or when the Board determines that the Superintendent was not acting in good faith and in the course and scope of the Superintendent's employment. The District's obligation to provide a legal defense to the Superintendent under this paragraph survives the termination of this Contract.

III. Compensation

- 3.1 Salary. The District shall provide the Superintendent with an annual salary in the sum of \$103,000. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies.
- 3.2 Salary Adjustments. At any time during the term of this Contract, the Board may, in its discretion, review and adjust the salary of the Superintendent, but in no event shall the Superintendent be paid less than the salary set forth pursuant to Section 3.1 of this Contract except by mutual agreement of the two parties. Such adjustments, if any, shall be made pursuant to lawful Board resolution.
- 3.3 Health Insurance. The District shall pay the premium for insurance coverage as selected by the District for health insurance as it does for all employees.
- 3.4 Professional Growth. The Superintendent shall devote the Superintendent's time, attention, and energy to the direction, administration, and supervision of the District. The Board shall encourage the participation of the Superintendent in pertinent education seminars and courses offered by public and private institutions or by educational associations, as well as the participation in informational meetings with those individuals whose particular skills, expertise, or backgrounds would serve to improve the capacity of the Superintendent to perform the Superintendent's professional responsibilities for the District. In its encouragement of the Superintendent to grow professionally, the Board shall permit a reasonable amount of release time for the Superintendent per year, as the Superintendent and Board deem appropriate, to attend such seminars, courses, or meetings. The District shall pay the Superintendent's membership dues to the American Association of School Administrators and the Texas Association of School Administrators.
- 3.5 Civic Activities, Etc. The Superintendent is encouraged to participate in community and civic affairs. The District shall pay the annual dues for the Superintendent's membership to one local civic organization that the Superintendent chooses to join.
- 3.6 Automobile. The District shall provide the Superintendent a monthly automobile allowance in the amount of \$400.00 per month in lieu of mileage expense reimbursement for travel to destinations within the District.
- 3.7 Out of District Travel. The District shall reimburse the Superintendent for travel incurred by the Superintendent to destinations outside the District in the continuing performance of the Superintendent's duties under this Contract at the standard mileage rate per mile as established by the Board Policy for the District.
- 3.8 Travel and Professional Growth Expenses. The District shall pay or reimburse the Superintendent for reasonable travel expenses not covered by Paragraphs 3.4, 3.6 and 3.7 above which are incurred by the Superintendent in the continuing performance of the

Superintendent's duties under this Contract. The District agrees to pay the actual and incidental costs incurred by the Superintendent for travel and registration expenses for seminars, courses and meetings. Such actual or incidental costs may include, but are not limited to, registration fees, hotels and accommodations, meals, rental car expenses, and other reasonable expenses incurred in the performance of the business of the District. The Superintendent shall comply with all procedures and documentation requirements for reimbursement of travel expenses in accordance with Board policies.

- 3.9 Mobile Telephone Allowance. The District shall provide the Superintendent with a mobile telephone allowance in the sum of fifty and no/100 (\$50.00) per month. The Superintendent shall maintain a personal account for mobile telephone service and shall not open an account in the name of the District. The Superintendent shall have total responsibility for payment of his personal account and the District shall have no obligation or responsibility related to said mobile telephone account other than the monthly payment to the Superintendent of the mobile telephone allowance stated herein.
- 3.10 Relocation Expenses. The District shall reimburse the Superintendent for reasonable relocation and moving expenses from Van, Texas to El Campo, Texas once, at the initiation of this Contract. The Superintendent shall obtain bids from two different moving companies and the District shall pay an amount equal to the lowest bid.
- 3.11 Vacation, Holidays, Personal Leave. The Superintendent's number of working days per year shall be 226. The Superintendent may take, at the Superintendent's choice, subject to the Board's approval, the same number of days of vacation authorized by policies adopted by the Board for administrative employees on twelve month contracts, the days to be in a single period or at different times. The vacation days taken by the Superintendent will be taken at such time or times as will least interfere with the performance of the Superintendent's duties as set forth in this Contract. The Superintendent shall observe the same legal holidays as provided by Board policies for administrative employees on twelve month contracts. The Superintendent is hereby granted the same personal leave benefits as authorized by Board policies for administrative employees on twelve month contracts.

IV. Annual Performance Goals

- 4.1 Development of Goals. The Superintendent shall submit to the Board each year, for the Board's consideration and adoption, a preliminary list of goals for the Superintendent and the District. The goals approved by the Board shall at all times be reduced to writing and shall be among the criteria on which the Superintendent's performance is reviewed and evaluated.

V. Review of Performance

- 5.1 Time and Basis of Evaluation. The Board shall evaluate and assess in writing the performance of the Superintendent in January of each year during the term of this

Contract (Superintendent's Evaluation). The Superintendent's evaluation instrument and process shall be developed and/or revised with input from the Superintendent and shall be reasonably related to the duties of the Superintendent as outlined in the Superintendent's job description.

5.2 Confidentiality. Unless the Superintendent expressly requests otherwise in writing, the evaluation of the Superintendent shall at all times be conducted in closed meeting and shall be considered confidential to the extent permitted by law. Nothing herein shall prohibit the Board or the Superintendent from sharing the content of the Superintendent's evaluation with their respective legal counsel.

5.3 Evaluation Format and Procedures. The evaluation format and procedure shall be in accordance with the evaluation instrument selected by the Board in accordance with the provisions of Article V of this Contract, the Board's policies, and state and federal law. In the event the Board deems that the evaluation instrument, format and/or procedure is to be modified by the Board, and such modification would require new or different performance expectations, the Superintendent shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.

VI. Renewal or Nonrenewal of Employment Contract

6.1 Renewal/Nonrenewal. Renewal or nonrenewal shall be in accordance with Board policy and applicable law.

VII. Termination of Employment Contract

7.1 Mutual Agreement. This contract shall be terminated by the mutual agreement of the Superintendent and the Board in writing, upon such terms and conditions as may be mutually agreed upon.

7.2 Retirement or Death. This Contract shall be terminated upon the retirement or death of the Superintendent. However, in the event the Superintendent chooses to retire during the first nineteen (19) months of this Contract, then the Superintendent shall reimburse the District for all relocation and moving expenses which the District paid the Superintendent to relocate to El Campo, Texas and for search fees paid by the District to TASB for the recruitment of the Superintendent. If the Superintendent chooses to retire after the first nineteen (19) months, but before the 30th day of June, 2007, then the Superintendent shall reimburse the District for such moving expenses and Superintendent search fees on a prorata basis, by dividing the total of such expenses by the total number of months of this Contract and multiplying the result by the remaining number of months of the Contract term.

7.3 Dismissal for Good Cause. The Board may dismiss the Superintendent during the term of the contract for good cause. The term "good cause" is defined as follows:

- (a) Failure to fulfill duties or responsibilities as set forth under the terms and conditions of this Contract;
- (b) Incompetence or inefficiency in the performance of required or assigned duties as documented by evaluations, supplemental memoranda, or other written communication from the Board; provided, however, the terms and conditions of this paragraph shall not justify good cause unless the Board has provided the Superintendent a reasonable opportunity to remediate any incompetency or inefficiency;
- (c) Insubordination or failure to comply with lawful written Board directives;
- (d) Failure to comply with the Board's policies or the District's administrative regulations;
- (e) Neglect of duties;
- (f) Drunkenness or excessive use of alcoholic beverages;
- (g) Illegal use of drugs, hallucinogens, or other substances regulated by the Texas Controlled Substances Act;
- (h) Conviction of a felony or crime involving moral turpitude;
- (i) Failure to meet the District's standards of professional conduct;
- (j) Failure to comply with reasonable District professional development requirements regarding advanced coursework or professional development;
- (k) Disability, not otherwise protected by law, that impairs performance of the required duties of the Superintendent;
- (l) Immorality, which is conduct the Board determines, is not in conformity with the accepted moral standards of the community encompassed by the District. Immorality is not confined to sexual matters, but includes conduct inconsistent with rectitude or indicative of corruption, indecency, or depravity;
- (m) Assault on an employee or student;
- (n) Knowingly falsifying records or documents related to the District's activities;
- (o) Conscious misrepresentation of facts to the Board or other District officials in the conduct of the District's business;
- (p) Failure to fulfill requirements for superintendent certification;

(g) Any other reason constituting "good cause" as determined by the Board.

7.4 Termination Procedure. In the event the Board terminates this Contract for "good cause", the Superintendent shall be afforded all the rights as set forth in the Board's policies, and state and federal law.

VIII. Miscellaneous

8.1 Controlling Law. This Contract shall be governed by the laws of the State of Texas and shall be performable in Wharton County, Texas.

8.2 Complete Agreement. This Contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties, except as expressly provide herein.

8.3 Conflicts. In the event of any conflict between the terms, conditions, and provisions of this Employment Contract and the provisions of the Board's policies, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the Contract.

8.4 Savings Clause. In the event any one or more of the of the provisions contained in this Contract shall, for any reason, be held to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein. All existing agreements and contracts, both verbal and written, between the parties hereto regarding the employment of the Superintendent have been superseded by this Contract, and this Contract constitutes the entire agreement between the parties unless amended pursuant to the terms of this Contract.

8.5 Acceptance. This offer will expire unless signed and returned to the Board or its authorized representative by 5:00 p.m., the 10th day of November, 2003.

EXECUTED this 10th day of November, 2003.


By: Robert Mark Pool
ROBERT MARK POOL, Superintendent

EXECUTED this 10th day of November, 2003.

EL CAMPO INDEPENDENT SCHOOL DISTRICT

By: 
Wesley Lange
President, Board of Trustees

ATTEST:

By: 
Secretary, Board of Trustees

**ADDENDUM TO
EMPLOYMENT CONTRACT**

The BOARD OF TRUSTEES (hereinafter, Board) of EL CAMPO INDEPENDENT SCHOOL DISTRICT, hereby employs the undersigned professional employee, Robert Mark Pool and the employee accepts employment on the terms and conditions of the original employment contract with the following amendment:

Employee shall be employed on an 12 - month basis, beginning on July 1, 2005 and ending June 30, 2008, according to the hours and dates set by the District as they exist or may hereafter be amended.

Robert Mark Pool 01/21/2005 By: [Signature] 1-21-2005
Employee Date President, Board of Trustees Date

**ADDENDUM TO
EMPLOYMENT CONTRACT**

The BOARD OF TRUSTEES (hereinafter, Board) of EL CAMPO INDEPENDENT SCHOOL DISTRICT, hereby employs the undersigned professional employee, Robert Mark Pool, as Superintendent of Schools, and the employee accepts the employment on the terms and conditions of the original contract with the following amendment(s):

Section I - Terms

1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District for a term of three (3) years, commencing on the 1st day of July 2007, and ending on the 30th day of June 2010. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract as permitted by state law.

Section III - Compensation

3.1 Salary. The District shall provide the Superintendent with an annual salary in the sum of \$117,000. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies.

EXECUTED this 15th day of January, 2007.

By:



ROBERT MARK POOL, Superintendent



Judy Waligura, President, Board of Trustees

Attest:



Melissa Erwin, Secretary, Board of Trustees

**ADDENDUM TO
EMPLOYMENT CONTRACT**

The BOARD OF TRUSTEES (hereinafter, Board) of EL CAMPO INDEPENDENT SCHOOL DISTRICT, hereby employs the undersigned professional employee, Robert Mark Pool, as Superintendent of Schools, and the employee accepts the employment on the terms and conditions of the original contract with the following amendment(s):

Section I - Terms

1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District for a term of three (3) years, commencing on the 1st day of July 2008, and ending on the 30th day of June 2011. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract as permitted by state law.

Section III - Compensation

3.1 Salary. The District shall provide the Superintendent with an annual salary in the sum of \$121,000. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies.

EXECUTED this 22nd day of January, 2008.

By: Robert Mark Pool
ROBERT MARK POOL, Superintendent

Judy Walsgura
Judy Walsgura, President, Board of Trustees

Attest: Melissa Erwin
Melissa Erwin, Secretary, Board of Trustees

**ADDENDUM TO
EMPLOYMENT CONTRACT**

The BOARD OF TRUSTEES (hereinafter, Board) of EL CAMPO INDEPENDENT SCHOOL DISTRICT, hereby employs the undersigned professional employee, Robert Mark Pool, as Superintendent of Schools, and the employee accepts the employment on the terms and conditions of the original contract with the following amendment(s):

Section I - Terms

1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District for a term of three (3) years, commencing on the 1st day of July 2009, and ending on the 30th day of June 2012. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract as permitted by state law.

Section III - Compensation

3.1 **Salary.** The District shall provide the Superintendent with an annual salary in the sum of \$127,050. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies. (Salary adjustment in accordance with motion recorded in board minutes.)

EXECUTED this 20th day of January, 2009.

By: Robert Mark Pool
ROBERT MARK POOL, Superintendent

Judy Walligara
Judy Walligara, President, Board of Trustees

Attest: Laketa Jo Dennis
Laketa Jo Dennis, Secretary, Board of Trustees

**ADDENDUM TO
EMPLOYMENT CONTRACT**

The BOARD OF TRUSTEES (hereinafter, Board) of EL CAMPO INDEPENDENT SCHOOL DISTRICT, hereby employs the undersigned professional employee, Robert Mark Pool, as Superintendent of Schools, and the employee accepts the employment on the terms and conditions of the original contract with the following amendment(s):

Section I – Terms

1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District for a term of three (3) years, commencing on the 1st day of July 2010, and ending on the 30th day of June 2013. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract as permitted by state law.

Section III – Compensation

3.1 Salary. The District shall provide the Superintendent with an annual salary in the sum of \$131,255. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies. (Salary adjustment in accordance with motion recorded in board minutes.)

3.9 Mobile Telephone Allowance. The District shall provide the Superintendent with a mobile telephone allowance in the sum of One-Hundred and no/100 (\$100.00) per month. The Superintendent shall maintain a personal account for mobile telephone service and shall not open an account in the name of the District. The Superintendent shall have total responsibility for payment of his personal account and the District shall have no obligation or responsibility related to said mobile telephone account other than the monthly payment to the Superintendent of the mobile telephone allowance stated herein.

EXECUTED this 19th day of January, 2010.

By: Robert Mark Pool
ROBERT MARK POOL, Superintendent

Tommy Turner
Tommy Turner, President, Board of Trustees

Attest: Melissa Erwin
Dr. Melissa Erwin, Secretary, Board of Trustees

**ADDENDUM TO
EMPLOYMENT CONTRACT**

The BOARD OF TRUSTEES (hereinafter, Board) of EL CAMPO INDEPENDENT SCHOOL DISTRICT, hereby employs the undersigned professional employee, **Robert Mark Pool**, as Superintendent of Schools, and the employee accepts the employment on the terms and conditions of the original contract with the following amendment(s):

Section I -- Terms

1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District for a term of three (3) years, commencing on the 1st day of July 2011, and ending on the 30th day of June 2014. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract as permitted by state law.

Section III -- Compensation

3.1 **Salary.** The District shall provide the Superintendent with an annual salary in the sum of \$137,255. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies. (Salary adjustment in accordance with motion recorded in board minutes.)

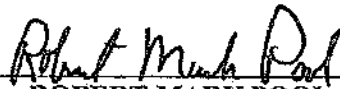
Delete the following subsections:

~~3.6 Automobile. The District shall provide the Superintendent with a monthly automobile allowance in the amount of \$400.00 per month in lieu of mileage expense reimbursement for travel destinations within the District.~~

~~3.9 Mobile Telephone Allowance. The District shall provide the Superintendent with a mobile telephone allowance in the sum of One Hundred and no/100 (\$100.00) per month. The Superintendent shall maintain a personal account for mobile telephone service and shall not open an account in the name of the District. The Superintendent shall have total responsibility for payment of his personal account and the District shall have no obligation or responsibility related to said mobile telephone account other than the monthly payment to the Superintendent of the mobile telephone allowance stated herein.~~

EXECUTED this 18th day of January, 2011.

By:



ROBERT MARK POOL, Superintendent



Tommy Turner, President, Board of Trustees

Attest:



Dr. Melissa Erwin, Secretary, Board of Trustees

**ADDENDUM TO
EMPLOYMENT CONTRACT**

The BOARD OF TRUSTEES (hereinafter, Board) of EL CAMPO INDEPENDENT SCHOOL DISTRICT, hereby employs the undersigned professional employee, **Robert Mark Pool**, as Superintendent of Schools, and the employee accepts the employment on the terms and conditions of the original contract with the following amendment(s):

Section I – Terms

1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District for a term of three (3) years, commencing on the 1st day of July 2012, and ending on the 30th day of June 2015. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract as permitted by state law.

Section III – Compensation

3.1 Salary. The District shall provide the Superintendent with an annual salary in the sum of \$137,255. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies. (Salary adjustment in accordance with motion recorded in board minutes.)

EXECUTED this 17th day of January, 2012.

By: Robert Mark Pool
ROBERT MARK POOL, Superintendent

Tommy Turner
Tommy Turner, President, Board of Trustees

Attest: David Hodges
David Hodges, Secretary, Board of Trustees

**ADDENDUM TO
EMPLOYMENT CONTRACT**

The BOARD OF TRUSTEES (hereinafter, Board) of EL CAMPO INDEPENDENT SCHOOL DISTRICT, hereby employs the undersigned professional employee, **Robert Mark Pool**, as Superintendent of Schools, and the employee accepts the employment on the terms and conditions of the original contract with the following amendment(s):

Section I – Terms

1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District for a term of three (3) years, commencing on the 1st day of July 2013, and ending on the 30th day of June 2016. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract as permitted by state law.

Section III – Compensation

3.1 Salary. The District shall provide the Superintendent with an annual salary in the sum of at least \$137,255. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies. (Salary adjustment to be considered at the time of consideration of salary increases for all other employees of the District.)

EXECUTED this 22nd day of January, 2013.

By: _____
ROBERT MARK POOL, Superintendent

Tommy Turner, President, Board of Trustees

Attest: _____
David Hodges, Secretary, Board of Trustees

**MINUTES OF THE BOARD OF TRUSTEES
EL CAMPO INDEPENDENT SCHOOL DISTRICT
January 22, 2013**

The Board of Trustees of the El Campo Independent School District met in a Regular Session January 22, 2013 in the Board Room, 700 West Norris, El Campo, Texas.

MEMBERS PRESENT: Tommy Turner, Ralph Novosad, David Hodges, Cecil Davis, James Russell, Cecil Davls, Kristi David, J. J. Croix

MEMBERS ABSENT: None

OTHERS PRESENT: Mark Pool, Carolyn Gordon, David Bright, Melissa Koop, Scott Gelardi, Natalie Bednorz, Mark Freeman, Dianne Cerny, Mauri Couey, Turk Krenek, John Petty, Mollie Bodungen, Nathan Krpke, Joy Janish, Cheryl Korenek, Brett D. Schoppe, Wade David, Jackson David, Russell Krenek, Daryl Socha, Cory Braden, Pat Krpec, Ryan Jung, Keith Rioux, Ed Erwin, Terry Stanphill, Mindi Snyder, Brittany Rives, Lori Rives and see attached list.

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

PUBLIC COMMENT: Public Hearing on District's Annual AEIS Report. Mr. Pool reviewed the Academic Excellence Indicator System report. There was no public comment.

RECOGNITION: School Board Appreciation Month – The Board was recognized with a dinner prepared by Scott Gelardi, recognition certificates presented by Mr. Pool and gift boxes from campuses.

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

- A. Governance
 - 1. Consider Approval of the Minutes
 - a. December 20, 2012 – Regular Meeting
 - b. January 15, 2013 – Special Meeting for Annual Performance Evaluation of Superintendent
 - 2. Consider Approval of 2013 – 2014 School Calendar
- B. Business and Support Service
 - 1. Review Approval of 2013 -- 2014 district Technology Plan
 - 2. Annual Approval of List of District Investment Officers
 - 3. Annual Report on Investment Officers Training
 - 4. Annual Review of District Investment Policies
 - 5. Review of Monthly Financial Reports
 - 6. Review of Checks Written for the Month of December, 2012
- C. Personnel
- D. Curriculum and Instruction
 - 1. Report on Status of Exit Level TAKS (Texas Assessment of Academic Skills)
 - 2. Appointment of Instructional Materials Selection Committee
- E. Students

Motion carried unanimously.

BUSINESS AND OPERATIONS

REVIEW AND CONSIDER APPROVAL OF ANNUAL FINANCIAL AUDIT AND COMPLIANCE REPORT:

A motion was made by Ralph Novosad and seconded by James Russell to approve the Annual Financial Audit and Compliance Report. Motion carried unanimously.

REVIEW PROPOSAL FROM POLASEK CONSTRUCTION FOR HIGH SCHOOL BASEBALL AND SOFTBALL FIELDS AND CONSIDER ACTION WHETHER OR NOT TO PARTICIPATE IN EL CAMPO LITTLE LEAGUE PROJECTS:

A motion was made by James Russell and seconded by Kristi David to approve participation with the El Campo Little League and the City of El Campo in the construction and development of the West Loop Park Baseball and Softball Complex. Motion carried with a vote of 5 – 1 – 1 with Trustees James Russell, Kristi David, Tommy Turner, Cecil Davls and J. J. Croix in favor, Trustee Ralph Novosad against and Trustee David Hodges abstaining.

DISCUSS MODIFICATION OF CONTRACT FOR DEMOLITION OF BUILDINGS AT OLD MIDDLE SCHOOL:
The Board discussed modification of contract for demolition of buildings at Old Middle School; the Board agreed to the modification of the contract and will vote on at the February board meeting.

CURRICULUM AND INSTRUCTION

DISCUSS PROPOSED CHANGES TO MIDDLE SCHOOL PRE-AP PROGRAM: Mr. Pool and Melissa Koop discussed the proposed changes to middle school and pre-AP program and the increased rigor of a more challenging program.

DISCUSS PENDING VISITS TO AVID SCHOOLS ON FEBRUARY 18, 2013: Board members Cecil Davis, Kristi David and J. J. Croix, along with Mr. Pool, Melissa Koop and Carolyn Gordon will visit AVID Schools on February 18, 2013.

GOVERNANCE

CONSIDER APPROVAL OF ANTI-VOUCHER RESOLUTION: A motion was made by Cecil Davis and seconded by Kristi David to approve the Anti-Voucher Resolution. Motion carried unanimously.

REVIEW AND DISCUSS SCHOOL DISTRICT SAFETY AND SECURITY: Mr. Pool and the Board discussed School District Safety and Security. Mr. Pool will look at options for safety for all campuses.

CONSIDER APPOINTMENT OF BOARD COMMITTEE FOR DEVELOPMENT OF EDUCATION FOUNDATION: Board President, Tommy Turner appointed Trustees Cecil Davis and Kristi David to the Education Foundation Committee.

DISCUSS DATE AND TIME FOR FEBRUARY WORKSHOP TO REVIEW DISTRICT GOALS, BOARD MONITORING DOCUMENT, AND BEGIN DEVELOPMENT OF SUPERINTENDNT GOALS: The Board will meet February 5, 2013, 12:00 p.m., Committee Meeting, February 19, 2013, Regular Meeting, and February 26, 2013, Goal Setting Meeting. The Goal Setting Meeting will include input from principals and Central Office Staff.

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 9:07 p.m. and reconvened in open session at 9:22 p.m. to take the following action:

1. Discuss Action on Superintendent's Contract
2. Deliberate the Employment of Teacher(s)

PERSONNEL

CONSIDER APPROVAL OF ACTION ON SUPERINTENDENT'S CONTRACT DISCUSSED IN CLOSED SESSION: A motion was made by Cecil Davis and seconded by Kristi David to approve the extension of the Superintendent's contract for one year until June 30, 2016. Motion carried unanimously.

CONSIDER APPROVAL OF ADMINISTRATIONS'S RECOMMENDATION FOR ELEMENTARY: A motion was made by James Russell and seconded by Ralph Novosad to approve Administration's recommendation for elementary classroom teachers:

Jennifer Green 5th Grade
Brittany Rives 4th Grade

Motion carried unanimously.

ANNUAL REVIEW OF SUPERINTENDENT COMPENSATION INFORMATION: No action taken.

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 9:28 p.m.

PRESIDENT

SECRETARY

**ADDENDUM TO
EMPLOYMENT CONTRACT**

The BOARD OF TRUSTEES (hereinafter, Board) of EL CAMPO INDEPENDENT SCHOOL DISTRICT, hereby employs the undersigned professional employee, **Robert Mark Pool**, as Superintendent of Schools, and the employee accepts the employment on the terms and conditions of the original contract with the following amendment(s):

Section I – Terms

1.1 The Board, by and on behalf of the District, does hereby employ the Superintendent, and the Superintendent does hereby accept employment as Superintendent of Schools for the District for a term of three (3) years, commencing on the 1st day of July 2014, and ending on the 30th day of June 2017. The District may, by action of the Board, and with the consent and approval of the Superintendent, extend the term of this Contract as permitted by state law.

Section III – Compensation

3.1 Salary. The District shall provide the Superintendent with an annual salary in the sum of at least \$142,155. This annual salary shall be paid to the Superintendent in equal installments consistent with the Board's policies. (Salary adjustment to be considered at the time of consideration of salary increases for all other employees of the District.)

EXECUTED this 28th day of January, 2014.

By: _____
ROBERT MARK POOL, Superintendent

Tommy Turner, President, Board of Trustees

Attest: _____
David Hodges, Secretary, Board of Trustees

AFFIDAVIT OF POSTING ELECTION ORDER

STATE OF TEXAS
COUNTY OF WHARTON

§
§

BEFORE ME, the undersigned authority, on this day personally appeared Mark Pool, the Superintendent of El Campo Independent School District (the "District"), who being by me duly sworn, upon oath, deposes and says:

I hereby certify that the District complied with the provisions of Sections 4.003(b) and 4.003(f)(2) and (3), Texas Election Code, as amended, with respect to the bond election (the "Election") held on November 4, 2014 ("Election Day"), as follows:

1. I posted the attached Order Calling School Building Bond Election (the "Order") on the bulletin board used for posting notices of meeting of the Board of Trustees of the District and in three (3) public places in the boundaries of the District, to-wit:
 - (a) El Campo City Hall, 315 E. Jackson ;
 - (b) El Campo Post Office, 102 S. Mechanic ; and
 - (c) Wharton County Library, 200 W. Church St.

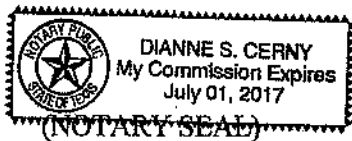
on October __, 2014 (which date is not later than October 14, 2014).

2. I posted the Order, which serves as notice of the election and includes the proposition, on the District's website on October 14, 2014 (which date is not later than October 14, 2014).
3. The Order was posted continuously through Election Day.

By: Robert Mark Pool

Name: Mark Pool

SWORN TO AND SUBSCRIBED BEFORE ME, this 15th day of October, 2014.



Dianne S. Cerny
Notary Public, State of Texas

**MINUTES OF THE BOARD OF TRUSTEES
EL CAMPO INDEPENDENT SCHOOL DISTRICT
January 28, 2014**

The Board of Trustees of the El Campo Independent School District met in a Regular Session January 28, 2014 at the El Campo Independent School District Administration Office, 700 W Norris Street, El Campo, Texas.

MEMBERS PRESENT: Tommy Turner, Ralph Novosad, David Hodges, Cecil Davis, J. J. Croix

MEMBERS ABSENT: Timothy Supak, James Russell

OTHERS PRESENT: Mark Pool, Dianne Cerny, Becky Popp, Clark Popp, Kyle Poenitzsch, Todd Fuechec, Kaitlyn Davlin, Marshall Mach, Tyler Farrar, Brianne Bauer, Colton Drutilik, Katelyn Krutilek, Matt Nelson, Steven Gonzales, Bailey Popp, Kayla Matthews, Amanda Zbroil, Randie Hlavaty, Brittany Graham, Shea Slattery, Krystana Stavinola, Danielle Valenta, Kyler Valenta, Michelle Sutton, Alexis Vick, Lothario Pratt, Ashley R. Schmidt, Matthew Zahn

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

PUBLIC COMMENT: Mark Pool reported on the Public Hearing for Highly Qualified Staff Certification that all teachers are Highly Qualified.

RECOGNITION: Scott Peters outlined the achievements of the El Campo FFA Leadership Development Teams. Team members introduced themselves and their area of participation.

The Board took a recess at 7:26.

The Board returned to Open Session at 7:32.

School Board Recognition Month – Recognize School Trustees for their Service: Mr. Pool presented each board member a plaque and recognized the Board for their service.

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

- A. Governance
 - 1. Consider Approval of the Minutes
 - a. November 19, 2013 – Special Meeting for FIRST Rating
 - b. December 17, 2013 – Regular Meeting
 - c. January 21, 2014 Special Meeting
 - 2. Consider Approval of 2014 – 2015 School Calendar
- B. Business and Support Service
 - 1. Report on High School Baseball and Softball Field Complex Construction Progress Meeting
 - 2. Review Applications and Certifications for Payment on the High School Baseball and Softball Field Complex
 - 3. Consider Approval of Budget Amendment to Appropriate Money for the New High School Baseball and Softball Field Complex
 - 4. Consider Approval of District Investment Officers
 - 5. Consider Annual Approval of Sources of Investment Officer Training
 - 6. Consider District Investment Policies
 - 7. Review of Monthly Financial Reports
 - 8. Review of Checks Written for the Month of December
- C. Personnel
 - 1. Review of Superintendent Compensation Market Study
- D. Curriculum and Instruction
- E. Students

Motion carried by a 5 – 0 vote with Trustees Ralph Novosad, David Hodges, Cecil Davis, Tommy Turner and J. J. Croix in favor and Trustees James Russell and Timothy Supak being absent.

BUSINESS AND OPERATIONS

DISCUSS "SHORT LIST" OF CANDIDATES FOR THE HIGH SCHOOL AUDITORIUM RENOVATION PROJECT

CONSTRUCTION MANAGER AT RISK: Mr. Pool and the Board discussed the "Short List" of five candidates for the High School Auditorium Renovation Project.

DISCUSS FUNDING OF CURRENT AND PROPOSED PROJECTS FROM FUND BALANCE: Mr. Pool and the Board discussed funding of current and proposed projects from Fund Balance.

CURRICULUM AND INSTRUCTION

GOVERNANCE

CONSIDER ACTION ON SUPERINTENDENT'S CONTRACT: A motion was made by Ralph Novosad and seconded by David Hodges to approve extending the Superintendent's Contract for one year until June 30, 2017 and compensation to be considered at a later date when considering other employee compensation. Motion carried by a 5 – 0 vote with Trustees Ralph Novosad, David Hodges, Cecil Davis, Tommy Turner and J. J. Croix in favor and Trustees James Russell and Timothy Supak being absent.

CLOSED SESSION

EXECUTIVE SESSION: The president of the Board called for an Executive Session in accordance with Texas Government Code § 551.074 (1) PERSONNEL MATTERS, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a Public Officer or Employee. The Board entered Executive Session at 8:40 p.m. and reconvened in Open Session at 9:10 p.m.

1. Discuss Action on Superintendent's Contract

PERSONNEL

SUPERINTENDENT'S REPORT

- A. Governance
 1. Preliminary Agenda for January 21, 2014
 2. January Activity Calendar
- B. Business and Support Services
- C. Personnel
- D. Curriculum and Instruction
- E. Students
 1. Monthly DAEP Report
 2. Monthly SRO Report
- F. Community and Governmental Relations
 1. Legislative Update

There being no further discussion, the meeting adjourned at 9:12 p.m.

PRESIDENT

SECRETARY

Recognition	A. Principals and Assistant Principals – Principals’ Month in Texas
Summary	<p>The National Association of Elementary School Principals and the National Association of Secondary School Principals, joined by their Texas state affiliate organizations, have designated the month of October as a time to recognize the contributions of school principals. Texas Governor Rick Perry also recently proclaimed October as “Principals’ Month” within the state.</p> <p>Principals’ Month recognizes campus principals as school leaders entrusted with our community’s most valuable resource, our students. It recognizes that principals are more than just caretakers of their schools. Principals are expected to be educational leaders, disciplinarians, community builders, spokesmen, budget analysts and guardians of policy mandates and initiatives. They set the academic tone for their schools and work collaboratively with teachers to set performance objectives, maintain high academic standards, and provide quality instruction.</p>
ECISD Board Policy	None.
Effective Date	October 20, 2014
Previous Board Action	The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.
Future Action Expected	The Board periodically recognizes students for their accomplishments above and beyond district level competition or faculty and staff members who have achieved some type of special recognition. This section of the agenda is also used to introduce teachers who are new to the District.
Background Information and Significant Issues	Principals touch the lives of many students on a daily basis. Over the course of their career, there are often thousands of students that a principal may have had on his or her campus. They want their students to achieve a high level of academic success, but more importantly to be successful in life, and often develop a long-lasting relationship with different students. Almost everyone can recall their elementary, middle school, and high school principals for years after they are out of school.
Fiscal Impact	None.

Student and Public Benefit	The Board has the opportunity to recognize student and faculty for their extra effort.
Procedural and Reporting Implications	None.
Public Comments	None.
Other Comments and Related Issues	None.
Attachments	Proclamation by Governor Rick Perry
Contact Person(s)	Mark Pool, Superintendent of School Kelly Waters, Assistant Superintendent of Curriculum and Instruction
Action Required	No action required.
Superintendent's Recommendation	Information item only. Mark Pool, Superintendent of Schools



**STATE OF TEXAS
OFFICE OF THE GOVERNOR**

As school leaders, principals are entrusted with our most valuable resource — our next generation of leaders. These students are our promise for the future, and it is critical that they receive a rigorous and well-rounded education.

Principals are more than just caretakers of their schools. Principals are expected to be educational leaders, disciplinarians, community builders, spokesmen, budget analysts and guardians of policy mandates and initiatives. Principals set the academic tone for their schools and work collaboratively with teachers to set performance objectives and maintain high curriculum standards.

The National Association of Elementary School Principals and the National Association of Secondary School Principals, joined by their state affiliates, have designated the month of October as a time to recognize the contributions of elementary, middle and high school principals.

At this time, I encourage all Texans to acknowledge the important role principals play in ensuring that every child has access to a high-quality education.

Therefore, I, Rick Perry, Governor of Texas, do hereby proclaim October 2014 to be

Principals Month



in Texas, and urge the appropriate recognition whereof.

In official recognition whereof,
I hereby affix my signature this the
1st day of October, 2014.

Rick Perry
Governor of Texas

Agenda Item Summary Sheet (4 B.6)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda:
Business and Support
Services** Approval of Change Order No. 1 for the Myatt and Northside Elementary Security Entrances and Northside Canopy Project

Summary We have received Change Order No. 1 to the Contract with Polasek Construction, Inc. for the Myatt Elementary School New Security Entrance, and Northside Elementary School New Security Entrance and Canopy Addition. The change order deducts \$6,600.00 from the Contract amount of \$377,350.00, leaving a new Contract amount of \$370,750.00.

The Change Order also provides twelve additional days for the Northside Elementary School Canopy Addition for inclement weather during placement of the foundation.

ECISD Board Policy CH (LOCAL), PURCHASING AND ACQUISITION, PURCHASING AUTHORITY
CV (LOCAL), FACILITIES CONSTRUCTION

Effective Date September 18, 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 As a part of the Consent Agenda the Board will periodically consider approval of change orders to construction contracts.

**Background Information and
Significant Issues** The following is a summary of Change Order No. 1 to the Contract with Polasek Construction, Inc. for the Myatt Elementary School New Security Entrance, and the Northside Elementary School New Security Entrance and Canopy Addition:

Myatt Elementary School New Security Entrance. The Contract sum of \$377,350.00 had the following allowances:

- Owner’s Contingency Allowance\$3,000.00
- Graphics Plaques for Building ID.....\$400.00
- Porcelain Ceramic Tile Installed\$3,000.00
- TOTALS.....\$6,400.00

We did not use the Owner’s Contingency and only used \$100.00 of the allowance for graphics. We did use the \$3,000.00 for Porcelain Ceramic Tile, for a total of \$3,100.00 in allowances that was not used. This leaves an unused balance of \$3,300.00 (i.e., \$6,400.00 - \$3,100.00 = \$3,300.00)

Northside Elementary School New Security Entrance. Same as the deduction for the Myatt project.

Northside Elementary School Canopy Addition. Increase the Contract Time twelve days for inclement weather during placement of the foundation.

Fiscal Impact

Original Contract Sum of \$377,350.00.
 Total deduction from Contract Sum of \$6,600.00.
 New Contract Sum of \$370,750.00

Student and Public Benefit

Public approval of any contract change orders 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 Change Order No. 1 approved by Malcolm Gaus of RWS Architects and Greg Polasek of Polasek Construction, Inc.

Contact Person(s)

David Bright, Assistance Superintendent of Finance and Operations

Action Required

Motion, second and majority vote to approve Change Order No. 1 to the Contract with Polasek Construction, Inc. for the Myatt Elementary School New Security Entrance, and the Northside Elementary School New Security Entrance and Canopy Addition.

Superintendent's Recommendation

I recommend the Board approve Change Order No. 1 to the Contract with Polasek Construction, Inc. for the Myatt Elementary School New Security Entrance, and the Northside Elementary School New Security Entrance and Canopy Addition as a part of the Consent Agenda.

Mark Pool, Superintendent of Schools



AIA®

Document G701™ – 2001

Change Order

PROJECT (Name and address):	CHANGE ORDER NUMBER: 001	OWNER: <input type="checkbox"/>
Myatt Elementary School New Proposed Security Entrance	DATE: September 18, 2014	ARCHITECT: <input type="checkbox"/>
Northside ES New Proposed Security Entrance & Canopy Addition		CONTRACTOR: <input type="checkbox"/>
TO CONTRACTOR (Name and address):	ARCHITECT'S PROJECT NUMBER: 1392/1393/1394	FIELD: <input type="checkbox"/>
Polasek Construction, Inc.	CONTRACT DATE: February 26, 2014	OTHER: <input type="checkbox"/>
PO Box 64	CONTRACT FOR: General Construction	
El Campo, Texas 77437		

THE CONTRACT IS CHANGED AS FOLLOWS:
 (Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Allowance Adjustments

Myatt Elementary School New Proposed Security Entrance

Allowance	Amount Specified	Amount Spent	Balance
Owner's Contingency Allowance	\$3,000.00	\$ 0.00	\$3,000.00
Graphics Plaques/ Bldg ID	\$ 400.00	\$ 100.00	\$ 300.00
Porcelain Ceramic Tile Installed	\$3,000.00	\$3,000.00	\$ 0.00
TOTALS	<u>\$6,400.00</u>	<u>\$3,100.00</u>	<u>\$3,300.00</u>

Northside Elementary School New Proposed Security Entrance

Allowance	Amount Specified	Amount Spent	Balance
Owner's Contingency Allowance	\$3,000.00	\$ 0.00	\$3,000.00
Graphics Plaques/ Bldg ID	\$ 400.00	\$ 100.00	\$ 300.00
Porcelain Ceramic Tile Installed	\$3,000.00	\$3,000.00	\$ 0.00
TOTALS	<u>\$6,400.00</u>	<u>\$3,100.00</u>	<u>\$3,300.00</u>

TOTAL CREDIT TO CONTRACT SUM DEDUCT \$6,600.00

Northside Elementary School Canopy Addition

Increase Contract Time twelve (12) days for inclement weather during placement of foundation.

The original Contract Sum was	\$	<u>377,350.00</u>
The net change by previously authorized Change Orders	\$	<u>0.00</u>
The Contract Sum prior to this Change Order was	\$	<u>377,350.00</u>
The Contract Sum will be decreased by this Change Order in the amount of	\$	<u>6,600.00</u>
The new Contract Sum including this Change Order will be	\$	<u>370,750.00</u>

The Contract Time will be increased by Twelve (12) days.
 The date of Substantial Completion as of the date of this Change Order therefore is August 8, 2014

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and

Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

RWS Architects Incorporated
ARCHITECT (Firm name)

3100 Timmons Lane, Suite 410
Houston, Texas 77027

ADDRESS

Malcolm C. Gaus
BY (Signature)

Malcolm C. Gaus, AIA
(Typed name)

09.19.2014
DATE

Polasek Construction, Inc.
CONTRACTOR (Firm name)

PO Box 64
El Campo, Texas 77437

ADDRESS

Greg Polasek
BY (Signature)

Greg Polasek
(Typed name)

9/19/2014
DATE

El Campo Independent School District
OWNER (Firm name)

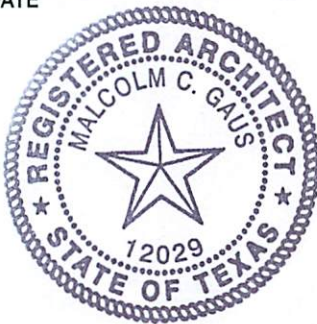
700 W Norris
El Campo, Texas 77437

ADDRESS

Robert Mark Pool
BY (Signature)

Mr. Mark Pool
(Typed name)

09/24/2014
DATE



Agenda Item Summary Sheet (4 B.12)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Checks Written – September 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 2014-2015 General Operating Budget.

ECISD Board Policy

None.

Effective Date

September 30, 2014

Previous Board Action

Approval of 2014-2015 General Operating Budget on September 26, 2014 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:

	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
September	\$629,351.65	\$591,106.98	\$629,530.76	\$695,282.94	\$658,325.30
Total	\$629,351.65	\$591,106.98	\$629,530.76	\$695,282.94	\$658,325.30
October	\$640,667.05	\$655,040.01	\$710,446.37	\$894,925.72	
November	\$865,783.43	\$718,579.69	\$716,741.33	\$880,283.81	
December	\$720,971.25	\$355,804.15	\$620,159.58	\$741,092.88	
January	\$747,638.61	\$701,991.20	\$771,487.77	\$828,457.21	
February	\$594,414.61	\$526,943.91	\$878,983.83	\$616,434.71	
March	\$704,337.28	\$656,212.94	\$635,776.11	\$725,103.23	
April	\$656,212.94	\$554,991.73	\$561,416.91	\$781,180.01	
May	\$620,111.02	\$891,849.50	\$894,796.41	\$890,561.40	
June	\$736,989.79	\$751,699.54	\$1,003,320.40	\$945,082.48	
July	\$658,378.35	\$762,236.64	\$966,194.37	\$909,843.79	
August	\$1,172,766.92	\$798,167.33	\$796,743.84	\$1,327,169.46	

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

Procedural and Reporting Implications None.

Public Comments None.

Alternatives None.

Other Comments and Related Issues None.

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

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

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

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

Agenda Item Summary Sheet (4 A.1)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Action Required

Consent Agenda: Governance	Minutes of Previous Meetings
	A. September 16, 2014 – Regular Meeting
Summary	According to policy BE (LOCAL), BOARD MEETINGS, MINUTES, board action shall be carefully recorded by the secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.
ECISD Board Policy	BE (LOCAL), BOARD MEETINGS
Effective Date	October 20, 2014.
Previous Board Action	The Board approves minutes at each regular monthly meeting.
Future Action Expected	The Board approves minutes at each regular monthly meeting.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	An accurate record of all discussions and actions by the Board of Trustees is maintained.
Procedural and Reporting Implications	After approval minutes are filed with the official records of the District.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.

Attachments

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

1. Regular Meeting – September 16, 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
September 15, 2014**

The Board of Trustees of the El Campo Independent School District met in a Regular Session September 15, 2014 at the El Campo Independent School District Administration Office, 700 W Norris Street, El Campo, Texas.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Mark Pool, Carolyn Gordon, Kelly Waters, Scott Gelardi, Mark Freeman, Dianne Cerny, Rebecca Crowell, Alicia Stary, Cheryl Roitsch, Turk Krenek, Mauri Couey

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

PUBLIC COMMENT: There was no public comment

RECOGNITION: There was no recognition

CONSENT AGENDA: A motion was made by James Russell and seconded by Ralph Novosad to approve the consent agenda with corrections to the August 26, 2014 Special Meeting minutes:

- A. Governance
 - 1. Consider Approval of the Minutes
 - a. August 26, 2014 – Special Meeting to Conduct Public Hearing on Budget and Proposed Tax Rates
 - b. August 26, 2014 – Regular Meeting
 - 2. Approve Campus Attendance committees
 - 3. Consider Approval of Revised Policy BD (LOCAL), BOARD MEETINGS
 - 4. Consider Approval of TASB Policy Service Localized Update 100
- B. Business and Support Service
 - 1. Monthly Report on High School Baseball and Softball Fields Complex Construction Progress Meetings
 - 2. Review Application and Certification for Payment from Hellas Construction Inc. for Track and Tennis Courts
 - 3. Review RWS Invoice
 - 4. Consider Approval of Budget Amendment to Appropriate Funds for High School Security Cameras
 - 5. Annual Review of School FIRST Accountability Criteria
 - 6. Review Monthly Financial Reports
 - 7. Review of Quarterly Investment Report for Year ending August 31, 2014
 - 8. Review of Annual Investment Report for Year Ending August 31, 2014
 - 9. Monthly Review of Checks Written for the Month of August, 2014
- C. Personnel

1. Consider Approval of County Extension Agents as Adjunct Staff Members
 - D. Curriculum and Instruction
 - E. Students

Motion carried unanimously.

CURRICULUM AND INSTRUCTION

REPORT ON BILINGUAL /ESL PROGRAM BASED MONITORING ANALYSIS SYSTEM: Kelly Waters, Assistant Superintendent for Curriculum and Instruction reported on the Bilingual/ESL Program Based monitoring Analysis System.

REPORT ON ACT HIGH SCHOOL COLLEGE READINESS LETTER: Mr. Pool reported on ACT High School readiness letter.

BUSINESS AND OPERATIONS

DISCUSS USE OF MAINTENANCE TAX NOTES AND ANTICIPATED FUNDS FROM BONDS: Mr. Pool and the Board discussed the use of Maintenance Tax Notes and anticipated funds from Bonds.

UPDATE ON USE OF GENERAL FUND FUND BALANCE FOR CAPITAL IMPROVEMENTS: Mr. Pool gave an update on use of General Fund Fund Balance for Capital Improvements.

GOVERNANCE

REPORT ON INCIDENT AT MIDDLE SCHOOL THAT RESULTED IN STUDENTS BEING LIFE FLIGHTED: Mr. Pool reported on the incident at the El Campo Middle School that resulted in students being Life Flighted.

CLOSED SESSION

EXECUTIVE SESSION: There was no Executive Session.

PERSONNEL

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 8:32 p.m.

DRAFT

PRESIDENT

SECRETARY

Agenda Item Summary Sheet (4 A.2)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda:
Governance**

Parameters for 2014-2015 School Calendar

Summary

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

ECISD Board Policy

EB (LEGAL), SCHOOL YEAR

Effective Date

2014-2015 School Year

Previous Board Action

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

Future Action Expected

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

**Background Information and
Signification Issues**

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

In 2015, the fourth Monday falls on August 24th. If we take the following holidays and finish on the Friday following Memorial Day, which is June 3, 2014, there are only 190 days available for 180 days of instruction:

- Labor Day – Monday, September 7, 2015
- Thanksgiving – Thursday and Friday, November 26-27, 2015
- Christmas / New Years – Monday, December 21, 2015 through Friday, January 1, 2016. (Classes would dismiss on Friday, December 18, and resume on Monday, January 4)
- Good Friday – March 25, 2016

- Memorial Day – May 30, 2016

The additional ten days would potentially be used as follows:

- Columbus Day – October 12, 2015
- Wednesday before Thanksgiving – November 25, 2015;
- Martin Luther King, Jr. Day – January 18, 2016
- Presidents' Day – February 15, 2016
- Spring Break;
- Wharton County Youth Fair Day

Fiscal Impact

None.

Student and Public Benefit

A locally developed calendar that faculty and staff consider to be the most instructionally sound, but within parameters established by the Board that reflect the desires of the community.

Procedural and Reporting Implications

Once the Board approves the established parameters the district administration will develop a proposed calendar(s) and present to the faculty and staff for their consideration and input.

Public Comments

None.

Alternatives

None.

Other Comments and Related Issues

None.

Attachments

- Proposed Calendar Parameters

Contact Person(s)

Kelly Waters, Assistant Superintendent for Instruction
 Carolyn Gordon, Executive Director of Federal Programs and Compliance

Action Required

Motion, second and majority vote to establish the parameters for the development of the 2015-2016 school calendar.

Superintendent's Recommendation

I recommend that you establish the parameters for the 2015-2016 school calendar as a part of the consent agenda.

Mark Pool, Superintendent of Schools

EL CAMPO INDEPENDENT SCHOOL DISTRICT

ROBERT MARK POOL, Superintendent

700 WEST NORRIS STREET
EL CAMPO, TEXAS 77437

(979) 543-6771 – FAX (979) 543-1670

DAVID BRIGHT

ASSISTANT SUPERINTENDENT
FOR FINANCE

KELLY WATERS

ASSISTANT SUPERINTENDENT
FOR INSTRUCTION

CAROLYN GORDON

EXECUTIVE DIRECTOR
FEDERAL PROGRAMS AND COMPLIANCE

Memorandum

TO: Board of Trustees
FROM: Mark Pool
DATE: Tuesday, October 20, 2014
RE: Agenda Item 4 A.2 Parameters for 2015-2016 School Calendar

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

- Calendar must include 187 contract days for teachers;
- Calendar must include 180 instructional days for students without a waiver;
- First day of instruction may not occur prior to Monday, August 24, 2015 (state law)
- Last day of instruction must be on or before Friday, June 3, 2016.
- The following student/teacher holidays will be observed:
 - Labor Day
 - Thanksgiving
 - Christmas Eve and Christmas Day
 - New Years Day
 - Good Friday
 - Wharton County Youth Fair Day
 - Memorial Day
- No more than three instructional days will be taken for Thanksgiving Holidays (November 25-27)
- No more than ten instructional days will be taken for Christmas / New Years Day (December 21 – January 1)

**Consent Agenda
Business and Support
Services**

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

Summary

Progress Meeting No. 20 was held on October 2, 2014; and Progress Meeting No. 21 was held on October 16, 2014. The following is a list of the work completed and the projected work reviewed and discussed at each meeting:

Progress Meeting No. 20 – October 2, 2014

Work Completed

1. Concrete paving / walks 65% complete
2. Metal roofing at baseball bleacher cover complete
3. Black vinyl chain link fence at baseball field 90% complete
4. Black vinyl chain link fence at softball field 90% complete
5. Turf at baseball field complete
6. Irrigation system at baseball field complete
7. Chain link fence at batting cages 95% complete
8. Chain link fence at bullpens ongoing
9. Hardi trims and soffits at dugouts 65% complete
10. Floor sealer complete
11. Earthwork at parking area ongoing
12. Sound system installation 45% complete

Projected Work

1. Complete concrete paving and walks
2. Complete chain link fencing at batting cages
3. Complete chain link fencing at bullpens
4. Complete hardi trim and soffits at dugouts
5. Exterior paint ongoing
6. Complete installation of toilet room fixtures
7. Begin installation of toilet partitions / accessories
8. Drill footings for site lighting
9. Complete permanent electrical to Concessions
10. Complete electrical connections to press boxes
11. Begin final site grading
12. Earthwork at parking area ongoing
13. Complete sound system installation

Progress Meeting No. 21 – October 16, 2014

Work Completed

1. Complete paving / walks 90% complete
2. Chain link fence at bullpens complete

3. Hardi trims and soffits at dugouts 65% complete
4. Earthwork at parking area ongoing
5. Sound system installation 45% complete
6. Toilet room plumbing fixtures 75% complete
7. Final site grading 70% complete

Projected Work

1. Complete concrete paving and walks
2. Complete hardi trim and soffits at dugouts
3. Exterior painting ongoing
4. Complete installation of toilet room fixtures
5. Begin installation of toilet partitions / accessories
6. Drill footings for site grading
7. Complete permanent electrical to Concessions
8. Complete electrical connections to press boxes
9. Complete final site grading
10. Begin irrigation system at commons
11. Earthwork at parking area ongoing
12. Complete sound system installation

ECISD Board Policy	None.
Effective Date	October 2 nd and 16 th , 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	<p>The following Change Proposals have been approved:</p> <ul style="list-style-type: none"> • 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. 20, October 2, 2014
- Construction Project Meeting No. 21, October 16, 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, October 02, 2014

El Campo Independent School District
New Baseball - Softball Complex

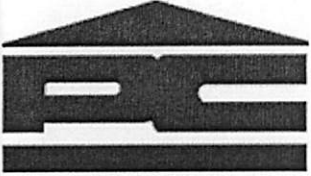
Time: 10:00 AM

Location: ECISD Administration Building

PROGRESS MEETING NO. 20

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 21 to be held on Thursday, October 16, 2014 at the ECISD Administration building.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES

Date of Issue: 10/02/14
Date of Meeting: 09/04/14
Place of Meeting: ECISD Administration Building
Time of Meeting: 10:00 AM
Subject: Progress Meeting # 19

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.	(absent)
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 18	<u>PREVIOUS ISSUES:</u> 18.01 No new issues			

Item No.	Item Description	Responsibility	Due Date	Status
2.0	<p><u>A. CONSTRUCTION PROGRESS:</u></p> <ol style="list-style-type: none"> 1. Concrete paving / walks 55% complete 2. Topsoil installation at baseball complete 3. Outfield metal panel fence at baseball field complete 4. Black vinyl chain link fence at softball field 90% complete 5. Interior painting of Concessions 95% complete 6. PEMB bleacher cover roof system at softball field 95% complete 7. PEMB bleacher cover roof system at baseball field ongoing 8. Hardi trims and soffits at dugouts 45% complete 9. Light fixtures at Concessions 90% complete <p><u>B. PROJECTED WORK:</u></p> <ol style="list-style-type: none"> 1. Complete roofing at baseball bleacher cover 2. Install turf at baseball field 3. Complete irrigation system at baseball field 4. Complete hardi trim and soffits at dugouts 5. Exterior paint ongoing 6. Install floor sealer at Concessions 7. Begin installation of toilet fixtures at Restrooms 8. Begin installation of chain link fence at bullpens 9. Begin installation of chain link fence at baseball field 10. Complete permanent electrical to Concessions 			
3.0	<p><u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u></p> <ol style="list-style-type: none"> 1. <p><u>FIELD ISSUES AND QUALITY CONTROL:</u></p> <ol style="list-style-type: none"> 1. <p><u>Comments related to construction activity</u></p> <p><u>Scheduled pre-installation conferences:</u></p> <ol style="list-style-type: none"> 1. 			

Item No.	Item Description	Responsibility	Due Date	Status
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:			
4.1	<u>RFI Log reviewed:</u> None			
4.2	<u>CPR / AEA Log reviewed:</u> Outstanding: None Current: Note: <u>Minor Changes and Clarifications:</u> None			
5.0 Mtg 19	<u>NEW ISSUES</u> 19.01 Malcolm requested installation of louver or cover opening to secure concession building. 19.02 Mark requested that he be notified in advance should the city proceed with installation of water meter for irrigation of fields.	PCI PCI		Open Open

Next Team Meeting 09/18/14 @ 10:00 at the ECISD Administration Building

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



Greg Polasek
Project Manager
Polasek Construction, Inc.

END OF MINUTES



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

El Campo Independent School District Baseball - Softball Athletic Complex

Project Overview

Meeting Location:	Administration Bldg. El Campo, Texas	Date:	10/2/2014
		Time:	10:00 AM

1. SCHEDULE AND PROGRESS:

A. WORK COMPLETED

1. Concrete paving / walks 65% complete
2. Metal roofing at baseball bleacher cover complete
3. Black vinyl chain link fence at baseball field 90% complete
4. Black vinyl chain link fence at softball field 90% complete
5. Turf at baseball field complete
6. Irrigation system at baseball field complete
7. Chain link fence at batting cages 95% complete
8. Chain link fence at bullpens ongoing
9. Hardi trims and soffits at dugouts 65% complete
10. Floor sealer complete
11. Earthwork at parking area ongoing
12. Sound system installation 45% complete

B. PROJECTED WORK:

1. Complete concrete paving and walks
2. Complete chain link fencing at batting cages
3. Complete chain link fencing at bullpens
4. Complete hardi trim and soffits at dugouts
5. Exterior paint ongoing
6. Complete installation of toilet room fixtures
7. Begin installation of toilet partitions / accessories
8. Drill footings for site lighting
9. Complete permanent electrical to Concessions
10. Complete electrical connections to press boxes
11. Begin final site grading
12. Earthwork at parking area ongoing
13. Complete sound system installation
- 14.

2. FIELD ISSUES

A. OUTSTANDING

- 1.

B. CURRENT

1. Obtain EDF's from ECISD

Baseball – Softball Athletic Complex – Progress Report Photos



1. Turf installation at baseball field



2. Turf installation at baseball field



3. Turf installation at baseball field



4. Fencing installation at batting cages



5. Fencing installation at batting cages



6. Turf at baseball field

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



7. Turf at baseball field



8. Lake level 100%



9. Concrete paving prep at commons area



10. Concrete paving prep at commons area



11. Concrete paving prep at main concourse



12. Rough grading at parking lot

CHANGE PROPOSAL REQUEST LOG

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

El Campo ISD
Project No. 1388
10/2/14



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, October 16, 2014

El Campo Independent School District
New Baseball - Softball Complex

Time: 10:00 AM

Location: ECISD Administration Building

PROGRESS MEETING NO. 21

AGENDA

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

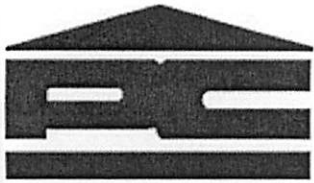
2. Review Logs - Discuss Outstanding Issues
 - a. RFI Logs
 - b. Submittal Logs
 - c. Minor Changes & Clarifications
 - d. Change Proposal Request & Change Proposals
 - e. Allowance Expenditure Authorizations

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 22 to be held on Friday, October 31, 2014 at the ECISD Administration building.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES

Date of Issue: 10/16/14
Date of Meeting: 10/02/14
Place of Meeting: ECISD Administration Building
Time of Meeting: 10:00 AM
Subject: Progress Meeting # 20
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
 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	<u>PREVIOUS ISSUES:</u>			
Mtg 19	19.01 Malcolm requested installation of louver or cover opening to secure concession building.	PCI		Closed
	19.02 Mark requested that he be notified in advance should the city proceed with installation of water meter for irrigation of fields.	PCI		Open

Item No.	Item Description	Responsibility	Due Date	Status
2.0	<p><u>A. CONSTRUCTION PROGRESS:</u></p> <ol style="list-style-type: none"> 1. Concrete paving / walks 65% complete 2. Metal roofing at baseball bleacher cover complete 3. Black vinyl chain link fence at baseball field 90% complete 4. Black vinyl chain link fence at softball field 90% complete 5. Turf at baseball field complete 6. Irrigation system at baseball field complete 7. Chain link fence at batting cages 95% complete 8. Chain link fence at bullpens ongoing 9. Hardi trims and soffits at dugouts 65% complete 10. Floor sealer complete 11. Earthwork at parking area ongoing 12. Sound system installation 45% complete 13. 14. <p><u>B. PROJECTED WORK:</u></p> <ol style="list-style-type: none"> 1. Complete concrete paving and walks 2. Complete chain link fencing at batting cages 3. Complete chain link fencing at bullpens 4. Complete hardi trim and soffits at dugouts 5. Exterior paint ongoing 6. Complete installation of toilet room fixtures 7. Begin installation of toilet partitions / accessories 8. Drill footings for site lighting 9. Complete permanent electrical to Concessions 10. Complete electrical connections to press boxes 11. Begin final site grading 12. Earthwork at parking area ongoing 13. Complete sound system installation 14. 			
3.0	<p><u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u></p> <ol style="list-style-type: none"> 1. <p><u>FIELD ISSUES AND QUALITY CONTROL:</u></p> <ol style="list-style-type: none"> 1. <p><u>Comments related to construction activity</u></p> <p><u>Scheduled pre-installation conferences:</u></p> <ol style="list-style-type: none"> 1. 			

Item No.	Item Description	Responsibility	Due Date	Status
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:			
4.1	<u>RFI Log reviewed:</u> None			
4.2	<u>CPR / AEA Log reviewed:</u> Outstanding: None Current: <u>Note:</u> <u>Minor Changes and Clarifications:</u> None			
5.0 Mtg 20	<u>NEW ISSUES</u> 20.01 ECISD requested that we swap bullpen orientation at the girls softball field. 20.02 ECISD requested the possibility of a curb at the entrance to the bullpen from the dugout on the baseball field. This will help maintain the mound surface in the bullpen. 20.03	PCI		Open

Next Team Meeting 10/16/2014 at the ECISD Administration Building

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



 Greg Polasek
 Project Manager
 Polasek Construction, Inc.

END OF MINUTES



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

El Campo Independent School District Baseball - Softball Athletic Complex

Project Overview

Meeting Location:	Administration Bldg. El Campo, Texas	Date:	10/16/2014
		Time:	10:00 AM

1. SCHEDULE AND PROGRESS:

A. WORK COMPLETED

1. Concrete paving / walks 90% complete
2. Chain link fence at bullpens complete
3. Hardi trims and soffits at dugouts 65% complete
4. Earthwork at parking area ongoing
5. Sound system installation 45% complete
6. Toilet room plumbing fixtures 75% complete
7. Final site grading 70% complete
- 8.
- 9.
- 10.
- 11.
- 12.

B. PROJECTED WORK:

1. Complete concrete paving and walks
2. Complete hardi trim and soffits at dugouts
3. Exterior paint ongoing
4. Complete installation of toilet room fixtures
5. Begin installation of toilet partitions / accessories
6. Drill footings for site lighting
7. Complete permanent electrical to Concessions
8. Complete electrical connections to press boxes
9. Complete final site grading
10. Begin irrigation system at commons
11. Earthwork at parking area ongoing
12. Complete sound system installation
- 13.
- 14.

2. FIELD ISSUES

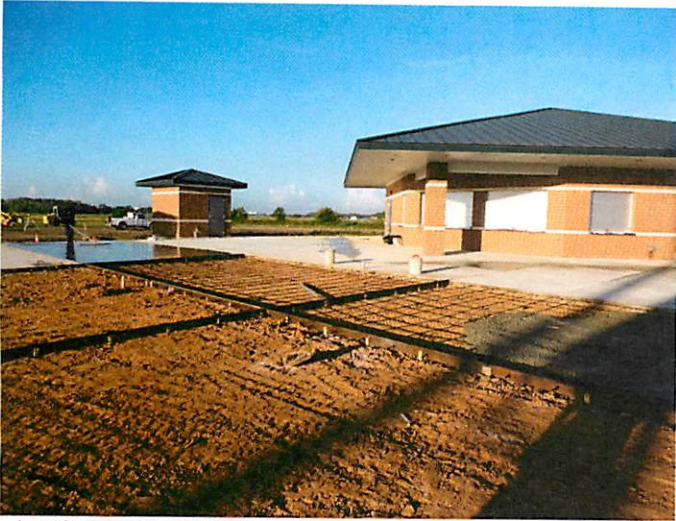
A. OUTSTANDING

- 1.

B. CURRENT

- 1.

Baseball – Softball Athletic Complex – Progress Report Photos



1. Concrete walk prep at Concession area



2. Concrete walk prep at Concession area



3. Fencing installed at baseball bullpen



4. Concrete prep at Concession



5. Plumbing fixture installation at Womens Restroom



6. Subgrade prep @ parking area

CHANGE PROPOSAL REQUEST LOG

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

El Campo ISD
Project No. 1388
10/16/14



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
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Agenda Item Summary Sheet (4 B.2)
Meeting Date: October 20, 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

September 24, 2014

Previous Board Action

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

Future Action Expected

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

Background Information and Significant Issues None.

Fiscal Impact

Payment Recap for High School Baseball and Softball Fields Complex

Date Approved	Application for Payment No.	Total Completed and Stored	Retainage at 5.0%	Total Earned Less Retainage	Current Payment	Total Paid To Date	Balance to Finish
Original Contract							\$2,386,707.00
01/09/14	1	\$61,353.00	\$3,067.65	\$58,285.35	\$58,285.35	\$0.00	\$2,328,421.65
01/09/14	2	\$115,803.00	\$5,790.15	\$110,012.85	\$51,727.50	\$58,285.35	\$2,276,694.15
01/09/14	3	\$236,638.00	\$11,831.90	\$224,806.10	\$114,793.25	\$110,012.85	\$2,161,900.90
01/09/14	4	\$347,415.00	\$17,370.75	\$330,044.25	\$105,238.15	\$224,806.10	\$2,056,662.75
01/09/14	5	\$477,758.00	\$23,887.90	\$453,870.10	\$123,825.85	\$330,044.25	\$1,932,836.90
02/21/14	6	\$680,627.75	\$34,031.39	\$646,596.36	\$192,726.26	\$453,870.10	\$1,740,110.64
03/31/14	7	\$912,274.75	\$45,613.74	\$866,661.01	\$220,064.65	\$646,596.36	\$1,520,045.99
05/15/14	8	\$1,069,917.25	\$53,495.86	\$1,016,421.39	\$149,760.38	\$866,661.01	\$1,370,285.61
06/02/14	9	\$1,323,419.25	\$66,170.96	\$1,257,248.29	\$240,826.90	\$1,016,421.39	\$1,129,458.71
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
08/05/14	11	\$2,062,663.25	\$103,133.16	\$1,959,530.09	\$313,803.05	\$1,645,727.04	\$427,176.91
09/15/14	12	\$2,115,110.50	\$105,755.53	\$2,009,354.98	\$49,824.89	\$1,959,530.09	\$377,352.02

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. 12

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

RECEIVED

PAGE ONE OF SEP 18 2014 4 PAGES

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

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: #12
PERIOD TO: 9/15/14
PROJECT NOS: 1388
CONTRACT DATE: 3/5/2013
DISTRIBUTED TO: RWS ARCHITECTS
[X] OWNER
[X] ARCHITECT
[X] CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

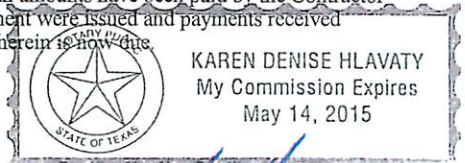
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$ 2386707.00
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 2386707.00
4. TOTAL COMPLETED & STORED TO DATE \$ 2115110.50
5. RETAINAGE:
a. 5% of Completed Work \$ 105755.53
b. 5% of Stored Material \$ 0.00
6. TOTAL EARNED LESS RETAINAGE \$ 2009354.98
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1959530.09
8. CURRENT PAYMENT DUE \$ 49824.89
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 377352.03

Table with 3 columns: CHANGE ORDER SUMMARY, ADDITIONS, DEDUCTS. Rows include Total changes approved in previous months by Owner (\$0.00), Total approved this Month (\$0.00), TOTALS (\$0.00), and NET CHANGES by Change Order (\$0.00).

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

CONTRACTOR: POLASEK CONSTRUCTION INC.



By: [Signature] Date: 9/15/14
State of: Texas County of: Wharton
Subscribed and sworn to before me this 15th day of September
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 \$ 49,824.89

(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: 9/18/14

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

REVIEWED
Muh Paul
09/24/2014

[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: #12
APPLICATION DATE: 9/15/14

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

PERIOD TO: 9/15/14

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

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G + C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	DIVISION 1 - GEN. REQUIREMENTS								
2	GENERAL CONDITIONS	\$36,000.00	\$25,000.00	\$3,000.00	\$0.00	\$28,000.00	77.78%	\$8,000.00	\$1,400.00
3	INSURANCE	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	100.00%	\$0.00	\$375.00
4	TESTING / FIELD SURVEYS	\$19,000.00	\$14,150.25	\$1,225.25	\$0.00	\$15,375.50	80.92%	\$3,624.50	\$768.78
5	CONSTRUCTION MANAGER FEE	\$46,798.00	\$32,500.00	\$4,000.00	\$0.00	\$36,500.00	77.99%	\$10,298.00	\$1,825.00
6	ARCHITECTURAL FEES	\$80,000.00	\$77,500.00	\$0.00	\$0.00	\$77,500.00	96.88%	\$2,500.00	\$3,875.00
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	\$1,500.00	\$0.00	\$0.00	\$1,500.00	20.99%	\$5,647.00	\$75.00
10	DIVISION 2 - SITEWORK								
11	EARTHWORK	\$38,753.00	\$32,000.00	\$0.00	\$0.00	\$32,000.00	82.57%	\$6,753.00	\$1,600.00
12	SELECT FILL MATERIALS	\$27,935.00	\$27,935.00	\$0.00	\$0.00	\$27,935.00	100.00%	\$0.00	\$1,396.75
13	FINAL SITE GRADING	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,500.00	\$0.00
14	EROSION CONTROL	\$3,800.00	\$3,800.00	\$0.00	\$0.00	\$3,800.00	100.00%	\$0.00	\$190.00
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	\$59,700.00	\$4,000.00	\$0.00	\$63,700.00	57.86%	\$46,385.00	\$3,185.00
17	REINFORCING STEEL	\$8,009.00	\$8,009.00	\$0.00	\$0.00	\$8,009.00	100.00%	\$0.00	\$400.45
18	TRANSFORMER PAD / PULL BOX	\$3,600.00	\$3,600.00	\$0.00	\$0.00	\$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	\$57,000.00	\$5,000.00	\$0.00	\$62,000.00	92.44%	\$5,072.00	\$3,100.00
21	BACKSTOP / NETTING	\$45,645.00	\$31,400.00	\$0.00	\$0.00	\$31,400.00	68.79%	\$14,245.00	\$1,570.00
22	METAL PANEL FENCING	\$79,905.00	\$75,905.00	\$4,000.00	\$0.00	\$79,905.00	100.00%	\$0.00	\$3,995.25
23	BATTING CAGE FENCE / NETS	\$39,868.00	\$26,000.00	\$6,000.00	\$0.00	\$32,000.00	80.26%	\$7,868.00	\$1,600.00
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	\$8,166.00	\$0.00	\$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	\$238,800.00	\$12,835.00	\$0.00	\$251,635.00	100.00%	\$0.00	\$12,581.75
29	IRRIGATION SYSTEM	\$71,500.00	\$55,900.00	\$0.00	\$0.00	\$55,900.00	78.18%	\$15,600.00	\$2,795.00
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: #12
APPLICATION DATE: 9/15/14

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

PERIOD TO: 9/15/14

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

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G + C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			D FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD					
32	DIVISION 3 - CONCRETE								
33	SITE LIGHTING FOOTINGS	\$2,200.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,200.00	\$0.00
34	CONCESSIONS FOUNDATION	\$22,948.00	\$22,948.00	\$0.00	\$0.00	\$22,948.00	100.00%	\$0.00	\$1,147.40
35	MAIN ENTRY FOUNDATIONS	\$4,200.00	\$4,200.00	\$0.00	\$0.00	\$4,200.00	100.00%	\$0.00	\$210.00
36	DUGOUT / BS FOUNDATIONS	\$61,680.00	\$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	DIVISION 4 - MASONRY								
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	DIVISION 5 METALS								
44	MAIN ENTRY STRUCTURAL STEEL	\$17,345.00	\$17,345.00	\$0.00	\$0.00	\$17,345.00	100.00%	\$0.00	\$867.25
45	MISC STEEL / INSTALLATION	\$2,400.00	\$800.00	\$0.00	\$0.00	\$800.00	33.33%	\$1,600.00	\$40.00
46	DIVISION 6 - WOODS & PLASTICS								
47	ROUGH CARPENTRY	\$52,900.00	\$43,500.00	\$3,400.00	\$0.00	\$46,900.00	88.66%	\$6,000.00	\$2,345.00
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	\$8,824.00	\$0.00	\$0.00	\$8,824.00	100.00%	\$0.00	\$441.20
50	BATRACKS / HELMET STORAGE	\$3,550.00	\$3,550.00	\$0.00	\$0.00	\$3,550.00	100.00%	\$0.00	\$177.50
51	DIVISION 7 - MOISTURE PROTECT.								
52	BUILDING INSULATION	\$1,970.00	\$1,970.00	\$0.00	\$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	\$45,103.00	\$0.00	\$0.00	\$45,103.00	100.00%	\$0.00	\$2,255.15
55	SEALANTS / CAULKING	\$10,740.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,740.00	\$0.00
56	DIVISION 8 - DOORS & WINDOWS								
57	HOLLOW METAL	\$8,777.00	\$8,270.00	\$507.00	\$0.00	\$8,777.00	100.00%	\$0.00	\$438.85
58	CEILING ACCESS DOORS	\$800.00	\$800.00	\$0.00	\$0.00	\$800.00	100.00%	\$0.00	\$40.00
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

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

APPLICATION NO: #12
APPLICATION DATE: 9/15/14

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

PERIOD TO: 9/15/14

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

ARCHITECT'S PROJECT NO: N/A

ECHS Athletic Complex

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G + C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
62	DIVISION 9 - FINISHES								
63	RESILIENT BASE	\$1,277.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,277.00	\$0.00
64	FLOOR SEALER	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,000.00	\$0.00
65	PAINTING	\$14,725.00	\$6,500.00	\$2,000.00	\$0.00	\$8,500.00	57.72%	\$6,225.00	\$425.00
66	DIVISION 10 SPECIALTIES								
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	\$4,000.00	\$0.00	\$0.00	\$4,000.00	100.00%	\$0.00	\$200.00
71	INTERIOR GRAPHICS	\$1,798.00	\$1,798.00	\$0.00	\$0.00	\$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	DIVISION 11 EQUIPMENT								
75	DIVISION 12 FURNISHINGS								
76	CASEWORK / STAINLESS TOPS	\$18,100.00	\$18,100.00	\$0.00	\$0.00	\$18,100.00	100.00%	\$0.00	\$905.00
77	DIVISION 13 SPECIAL CONSTRUCTION								
78	BATTING CAGE PEMB	\$41,524.00	\$39,100.00	\$0.00	\$0.00	\$39,100.00	94.16%	\$2,424.00	\$1,955.00
79	BLEACHER ROOF SYSTEM	\$91,580.00	\$87,600.00	\$3,980.00	\$0.00	\$91,580.00	100.00%	\$0.00	\$4,579.00
80	ANGLE FRAME BLEACHERS	\$145,820.00	\$145,820.00	\$0.00	\$0.00	\$145,820.00	100.00%	\$0.00	\$7,291.00
81	DIVISION 14 CONVEYING SYSTEMS								
82	DIVISION 15 - PLUMBING								
83	PLUMBING SYSTEMS	\$65,171.00	\$47,400.00	\$0.00	\$0.00	\$47,400.00	72.73%	\$17,771.00	\$2,370.00
84	DIVISION 15 - MECH. HVAC								
85	HVAC SYSTEMS	\$4,950.00	\$3,600.00	\$0.00	\$0.00	\$3,600.00	72.73%	\$1,350.00	\$180.00
86	DIVISION 16 - ELECTRICAL								
87	MAIN ELEC. SERVICE CONDUITS	\$16,500.00	\$16,500.00	\$0.00	\$0.00	\$16,500.00	100.00%	\$0.00	\$825.00
88	SITE LIGHTING	\$24,695.00	\$21,000.00	\$0.00	\$0.00	\$21,000.00	85.04%	\$3,695.00	\$1,050.00
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: #12
APPLICATION DATE: 9/15/14

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

PERIOD TO: 9/15/14

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	\$136,500.00	\$0.00	\$0.00	\$136,500.00	98.10%	\$2,647.00	\$6,825.00
91	PUBLIC ADDRESS SYSTEM	\$26,944.00	\$21,600.00	\$2,500.00	\$0.00	\$24,100.00	89.44%	\$2,844.00	\$1,205.00
	GRAND TOTALS	\$2,385,207.00	\$2,062,663.25	\$52,447.25	\$0.00	\$2,115,110.50	88.68%	\$270,096.50	\$105,755.53

Agenda Item Summary Sheet (4 B.3)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda:
 Business and Support
 Services**

Budget Amendment to Appropriate Funds for Baseball and Softball Field Complex

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. 8 appropriates funds for construction expenditures for the new High School Baseball and Softball Fields Complex. The amendment transfers \$49,825 from the General Fund 199 fund balance to Fund 622 – Building Construction.

This amendment is to pay Application and Certification for Payment No. 12 from Polasek Construction, Inc. The Application was certified by RWS Architects on September 18, 2014 and approved by El Campo Little League.

ECISD Board Policy

CE (LOCAL), ANNUAL OPERATING BUDGET

Effective Date

October 20, 2014

Previous Board Action

The Board approved the 2014-2015 General Operating Budget on August 26, 2014.

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 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.


Twelve *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

October 20, 2014
DATE

2014-15
BUDGET YEAR

TO: Board of Trustees
FROM: David Bright 
Assistant Superintendent for Finance
RE: Budget Amendment(s)

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

BALLPARK AMENDMENT #8

BUDGET CODE	ACCOUNT NAME	BUDGET	CHANGE+-	AMENDED
199 00 8911 00 000 500000	Transfers Out	\$ -0-	+\$ 49,825	\$ 49,825
199 00 3700 00 000 500000	Unassigned Fund Balance	\$ 6,074,037	-\$ 49,825	\$ 6,024,212
622 00 7915 00 000 400000	Transfers In	\$ 1,960,532	\$ 49,825	\$ 2,010,357
622 81 6629 00 001 499000	Building Construction	\$ 1,960,532	+\$ 49,825	\$ 2,010,357

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

Agenda Item Summary Sheet (4 B.4)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda
Business and Support
Services**

Report on Auditorium Renovation Construction Progress Meeting

Summary

Progress Meeting No. 1 was held on October 2, 2014; and Progress Meeting No. 2 was held on October 16, 2014. The following is a list of the work completed and the projected work reviewed and discussed at each meeting:

Progress Meeting No. 1 – October 2, 2014

Work Completed

1. None

Projected Work

1. Begin Project

Progress Meeting No. 2 – October 16, 2014

Work Completed

1. Seating demolition at Auditorium complete
2. Field measurement for seating complete
3. Restroom fixture removal complete
4. Miscellaneous demolition ongoing at seating area
5. Restroom demolition ongoing

Projected Work

1. Begin scaffolding erection at Auditorium
2. Complete restroom demolition
3. Complete demolition at stage area
4. Begin concrete ADA platform at seating area
5. Begin ceiling tile removal at Auditorium

ECISD Board Policy

None.

Effective Date

October 2nd and 16th, 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	<p>The following Change Proposals have been approved:</p> <ul style="list-style-type: none"> • None. <p>Total Change Orders to Date..... (\$0.00)</p>
Fiscal Impact	<p>The Guaranteed Maximum Price for this project is \$1,945,206, which includes the following allowances:</p> <ul style="list-style-type: none"> • Owners Contingency\$25,000.00 • Finish Hardware.....\$58,445.00 • Contractor Contingency<u>\$15,000.00</u> • TOTAL\$98,445.00 • Total Change Proposals Approved..... <u>(\$0.00)</u> • Remaining Allowances Balance..... \$98,445.00
Student and Public Benefit	The Board and the general public are appropriately informed about the progress on the capital improvement projects.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • Construction Project Meeting No. 1, October 2, 2014 • Construction Project Meeting No. 2, October 16, 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, October 02, 2014

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

Time: 10:00 AM

Location: ECISD Admin Building

PROGRESS MEETING NO. 1

AGENDA

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

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

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

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

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

6. Scheduled Meetings
 - a. Progress Meeting Number 02 to be held on Thursday, October 16, 2014 at the PCI job trailer.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES - Renovations for El Campo High School Auditorium

Date of Issue: 10/02/14

Date of Meeting:

Place of Meeting: ECISD Admin Building

Time of Meeting: 10:00 AM

Subject: Progress Meeting #

Present:

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

Distribution: All Attendees

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

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

Item No.	Item Description	Responsibility	Due Date	Status
3.0	<u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u> 1. <u>FIELD ISSUES AND QUALITY CONTROL:</u> 1. <u>Comments related to construction activity</u> <u>Scheduled pre-installation conferences:</u> 1.			
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current:			
4.1	<u>RFI Log reviewed:</u> None			
4.2	<u>CPR / AEA Log reviewed:</u> Outstanding: None Current: <u>Note:</u> <u>Minor Changes and Clarifications:</u> None			
5.0 Mtg 0	<u>NEW ISSUES</u> 0.01 0.02 0.03 0.04			

Next Team Meeting 10/16/2014 @ 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

CHANGE PROPOSAL REQUEST LOG

Project: Renovations for El Campo High School Auditorium
Architect: RWS Architects
Contractor: Polasek Construction, Inc.

El Campo ISD
Project No. 1383
 10/2/2014



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											
02											
03											
04											
05											
		TOTALS FOR CPR'S					\$0.00	\$0.00			

CHANGE PROPOSAL REQUEST LOG

Project: Renovations for El Campo High School Auditorium
Architect: RWS Architects
Contractor: Polasek Construction, Inc.

El Campo ISD
Project No. 1383
10/2/2014



SUMMARY (ALLOWANCES)

Owners Contingency	\$	25,000.00
Finish Hardware	\$	58,445.00
Contractor Contingency	\$	15,000.00

TOTAL ALLOWANCE AMOUNT

\$	98,445.00
----	-----------

CPR TOTAL APPROVED TO DATE

\$0.00

REMAINING BALANCE AFTER APPROVED CPRs

\$	98,445.00
----	-----------

TOTAL ESTIMATED/ PENDING CPRs

\$0.00

REMAINING BALANCE AFTER PENDING AND APPROVED CPRs

\$	98,445.00
----	-----------

POLASEK CONSTRUCTION INC.

SUBMITTAL LOG - EL Campo ISD - Renovations for EL Campo High School Auditorium

October 2, 2014

Specified Division	Submittal No.	Description	Submitted By	Date Submitted	Consultant		Date Returned	Rev'd.	Rev'd As Noted	Rev. & Resub	Rej.	Remarks
					To	From						
10951		Fire Extinguishers	Crossroad Specialties									
11800		Wheelchair Lift	Home Elevator TX									
12341		Casework	KP Cabinets									
12709	12709-04	Auditorium Seats	Inwin Seating	9/22/2014								
15450		Plumbing Fixtures	R & R Services									
15450		Drains / Carriers	R & R Services									
15650		Mech Equipment	Eldridge A/C									
15800		Air Distribution	Eldridge A/C									
15800		Grilles / Fans	Eldridge A/C									
15975		HVAC Controls	Eldridge A/C									
16420		Panels & Gear	Penner Electric									
16500		Light Fixtures	Penner Electric									
16720-L		Sound System	Bayou City Interests									
16720		Intercom	Firetron									
16740		Fire Alarm	Firetron									
16750		Dimming Systems	Texas Scenic						X			



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • DESIGN BUILD

Date: Thursday, October 16, 2014

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

Time: 10:00 AM

Location: ECISD Admin Building

PROGRESS MEETING NO. 2

AGENDA

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

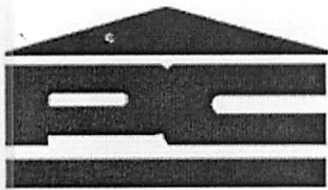
2. Review Logs - Discuss Outstanding Issues
 - a. RFI Logs
 - b. Submittal Logs
 - c. Minor Changes & Clarifications
 - d. Change Proposal Request & Change Proposals
 - e. Allowance Expenditure Authorizations

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

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

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

6. Scheduled Meetings
 - a. Progress Meeting Number 03 to be held on Friday, October 31, 2014 at the PCI job trailer.



POLASEK CONSTRUCTION, INC.

GENERAL CONTRACTORS • COMMERCIAL • RESIDENTIAL • INSTITUTIONAL

MEETING MINUTES - Renovations for El Campo High School Auditorium

Date of Issue: 10/16/14

Date of Meeting: 10/02/14

Place of Meeting: ECISD Admin Building

Time of Meeting: 10:00 AM

Subject: Progress Meeting # 1

Present:

Mark Pool, Superintendent	El Campo ISD
Jeff Balcar	El Campo ISD
Malcolm Gaus	RWS Architects, Inc.
Greg Polasek	Polasek Construction, Inc.
Kevin Stehling	Polasek Construction, Inc.
Tom Coblentz	Polasek Construction, Inc. (absent)

Distribution: All Attendees

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

Item No.	Item Description	Responsibility	Due Date	Status
1.0 Mtg 1	<u>PREVIOUS ISSUES:</u> 01.01 N/A 01.02			
2.0	<u>A. CONSTRUCTION PROGRESS:</u> <ol style="list-style-type: none"> 1. Demolition of seating at Auditorium 90% complete 2. Field measure for seating scheduled for next week 3. 4. 5. <u>B. PROJECTED WORK:</u> <ol style="list-style-type: none"> 1. Complete seating demolition 2. Field measure seating 3. Begin demolition at foyer 4. Schedule scaffolding installation 5. 			

Item No.	Item Description	Responsibility	Due Date	Status
3.0	<u>C. MATERIALS DELIVERY ISSUES / DELAYS:</u> 1. <u>FIELD ISSUES AND QUALITY CONTROL:</u> 1. <u>Comments related to construction activity</u> <u>Scheduled pre-installation conferences:</u> 1.			
4.0	<u>DOCUMENT STATUS LOGS:</u> <u>Submittal Log reviewed with the following comments:</u> Outstanding: Current: 4.1 <u>RFI Log reviewed:</u> None 4.2 <u>CPR / AEA Log reviewed:</u> Outstanding: None Current: <u>Note:</u> <u>Minor Changes and Clarifications:</u> None			
5.0 Mtg 0	<u>NEW ISSUES</u> 0.01 0.02 0.03 0.04			

Next Team Meeting 10/16/2014 @ 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 Renovations for EL Campo High School Auditorium

Project Overview

Meeting Location:	ECISD Admin Building	Date:	10/16/2014
	El Campo, Texas	Time:	10:00 AM

1. SCHEDULE AND PROGRESS:

A. WORK COMPLETED

1. Seating demolition at Auditorium complete
2. Field measurement for seating complete
3. Restroom fixture removal complete
4. Miscellaneous demolition ongoing at seating area
5. Restroom demolition ongoing
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

B. PROJECTED WORK:

1. Begin scaffolding erection at Auditorium
2. Complete restroom demolition
3. Complete demolition at stage area
4. Begin concrete ADA platform at seating area
5. Begin ceiling tile removal at Auditorium
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

2. FIELD ISSUES

A. OUTSTANDING

- 1.
- 2.
- 3.

B. CURRENT

- 1.
- 2.
- 3.

High School Auditorium Renovations – Progress Report Photos



1. Auditorium seating demolition



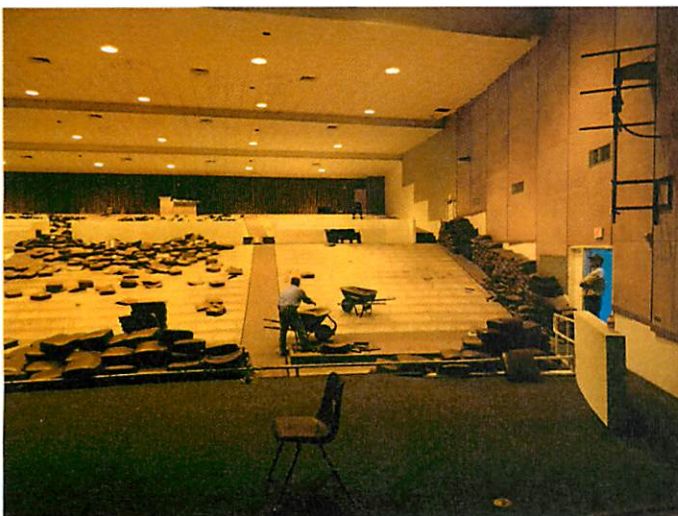
2. Auditorium seating demolition



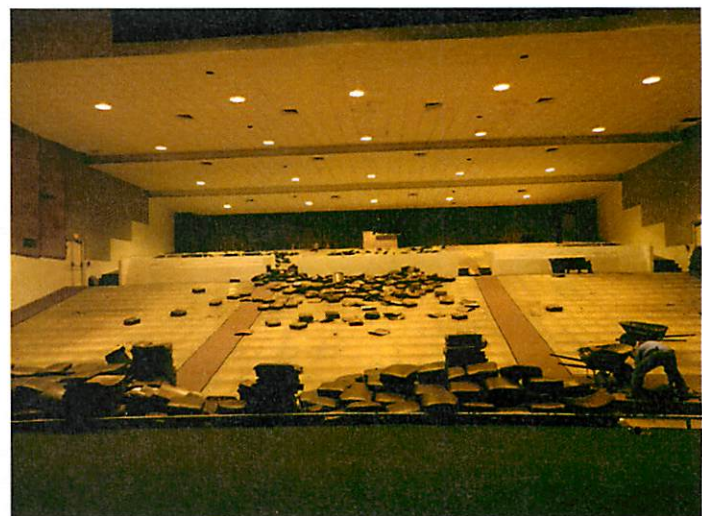
3. Auditorium seating demolition



4. Auditorium seating demolition



5. Auditorium seating demolition



6. Auditorium seating demolition

CHANGE PROPOSAL REQUEST LOG

Project: Renovations for El Campo High School Auditorium
Architect: RWS Architects
Contractor: Polasek Construction, Inc.

El Campo ISD
Project No. 1383
10/16/2014



SUMMARY (ALLOWANCES)

Owners Contingency	\$	25,000.00
Finish Hardware	\$	58,445.00
Contractor Contingency	\$	15,000.00

TOTAL ALLOWANCE AMOUNT

\$	98,445.00
----	-----------

CPR TOTAL APPROVED TO DATE

\$0.00

REMAINING BALANCE AFTER APPROVED CPRs

\$	98,445.00
----	-----------

TOTAL ESTIMATED/ PENDING CPRs

\$0.00

REMAINING BALANCE AFTER PENDING AND APPROVED CPRs

\$	98,445.00
----	-----------

POLASEK CONSTRUCTION INC.

SUBMITTAL LOG - EL Campo ISD - Renovations for EL Campo High School Auditorium

October 16, 2014

Specified Division	Submittal No.	Description	Submitted By	Date Submitted	Consultant		Date Returned	Rev'd.	Rev'd As Noted	Rev. & Resub	Rej.	Remarks
					To	From						
10951	10951-08	Fire Extinguishers	Crossroad Specialties	10/1/2014			10/9/2014		X			Verify Location
11800	11800-10	Wheelchair Lift	Home Elevator TX	10/1/2014			10/9/2014		X			Verify Elec Req.
12341		Casework	KP Cabinets									
12709	12709-04	Auditorium Seats	Irwin Seating	9/22/2014			10/1/2014		X			Color Pending
12709-L	12709-09	Seating Layout	Irwin Seating	10/1/2014			10/9/2014		X			Final Layout Required
15450		Plumbing Fixtures	R & R Services									
15450		Drains / Carriers	R & R Services									
15650		Mech Equipment	Eldridge A/C									
15800		Air Distribution	Eldridge A/C									
15800		Grilles / Fans	Eldridge A/C									
15975		HVAC Controls	Eldridge A/C									
16420		Panels & Gear	Penner Electric									
16500		Light Fixtures	Penner Electric									
16720-L		Sound System	Bayou City Interests									
16720		Intercom	Firetron									
16740		Fire Alarm	Firetron									
16750		Dimming Systems	Texas Scenic						X			

Agenda Item Summary Sheet (4 B.5)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda
Business and Support
Services**

Application(s) for Payment for High School Auditorium Renovations

Summary

On February 25, 2014, the Superintendent was authorized to negotiate a contract with Polasek Construction, Inc. as the Construction Manager at Risk for the renovations to the high school auditorium. Payment for Construction Phase services of this project are governed by Article 7 of this contract.

On August 26, 2014, the Board approved the guaranteed maximum price for this project of \$1,945,206.00. The GMP was based on approved Construction Drawings and Specifications and all modifications issued by addenda and represents a "not to exceed" sum, which includes the estimated Cost of the Work as defined in Article 6 of the contract and the Construction Manager's Fee as defined in Article 5.

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 \$37,169.70. This leaves a balance to finish, including retainage, of \$1,908,036.30.

ECISD Board Policy

None.

Effective Date

October 20, 2014

Previous Board Action

On February 25, 2014, the Superintendent was authorized to negotiate a contract with Polasek Construction, Inc. as the Construction Manager at Risk for the renovations to the high school auditorium.

On August 26, 2014, the Board approved the guaranteed maximum price for this project of \$1,945,206.00.

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 this project.

**Background Information and
Significant Issues**

None.

Fiscal Impact

Payment Recap for High School Auditorium Renovations

Date Approved	Application for Payment No.	Total Completed and Stored	Retainage at 5.0%	Total Earned Less Retainage	Current Payment	Total Paid To Date	Balance to Finish
Original Contract							\$1,945,206.00
09/20/14	1	\$39,126.00	\$1,956.30	\$37,169.70	\$37,169.70	\$0.00	\$1,908,036.30

Student and Public Benefit	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.
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. 1
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

RWS ARCHITECTS

September 24, 2014

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

Re: El Campo High School
Auditorium Renovations
RWS Project Nos. 1383
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	09/20/14	\$37,169.70

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

H:\1383\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: High School Auditorium
 Renovations & Additions

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: 9/20/14

PROJECT NOS: #1383

CONTRACT DATE: 2/26/2014

Distribution to:

OWNER

ARCHITECT

CONTRACTOR

RECEIVED
 SEP 23 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 \$ 1945206.00

2. Net change by Change Orders \$ 0.00

3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1945206.00

4. TOTAL COMPLETED & STORED TO DATE \$ 39126.00
 (Column G on G703)

5. RETAINAGE:

a. 5 % of Completed Work \$ 1956.30
 (Column D + E on G703)

b. 5 % of Stored Material \$ 0.00
 (Column F on G703)

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 1956.30

6. TOTAL EARNED LESS RETAINAGE \$ 37169.70
 (Line 4 Less Line 5 Total)

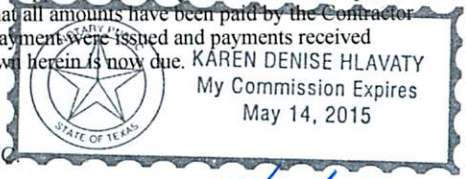
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 0.00

8. CURRENT PAYMENT DUE \$ 37169.70

9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 1908036.30
 (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
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

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



CONTRACTOR: POLASEK CONSTRUCTION INC.

By: *[Signature]* Date: 9/20/14

State of: *Texas* County of: *Houston*
 Subscribed and sworn to before me this *20th* day of *Sept.* 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 \$ 37,169.70

(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: *September 24, 2014*

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

REVIEWED
Mark Paul
09/25/2014

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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

APPLICATION NO: #1
APPLICATION DATE: 9/20/14

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PERIOD TO: 9/20/14

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

ARCHITECT'S PROJECT NO: #1383

ECISD AUDITORIUM

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	DIVISION 1 - GEN. REQUIREMENTS								
2	BONDS / INSURANCE	\$31,344.00	\$0.00	\$29,400.00	\$0.00	\$29,400.00	93.80%	\$1,944.00	\$1,470.00
3	PERMITS / FEES	\$9,726.00	\$0.00	\$9,726.00	\$0.00	\$9,726.00	100.00%	\$0.00	\$486.30
4	MOBILIZATION	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,000.00	\$0.00
5	PROJECT COORDINATION	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$8,000.00	\$0.00
6	PROJECT SUPERVISION	\$45,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$45,000.00	\$0.00
7	MISC. GENERAL CONDITIONS	\$20,392.00	\$0.00	\$0.00	\$0.00	\$0.00		\$20,392.00	\$0.00
8	CONTRACT CLOSEOUT	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,200.00	\$0.00
9	OWNERS CONTINGENCY	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$25,000.00	\$0.00
10	CONTRACTOR CONTINGENCY	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$15,000.00	\$0.00
11	SOUND SYSTEM ALLOWANCE	\$82,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$82,000.00	\$0.00
12	CONTRACTOR FEE	\$60,134.00	\$0.00	\$0.00	\$0.00	\$0.00		\$60,134.00	\$0.00
13	DIVISION 2 - SITEWORK								
14	DEMOLITION	\$32,475.00	\$0.00	\$0.00	\$0.00	\$0.00		\$32,475.00	\$0.00
15	SCAFFOLDING	\$89,087.00	\$0.00	\$0.00	\$0.00	\$0.00		\$89,087.00	\$0.00
16	EARTHWORK	\$3,375.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,375.00	\$0.00
17	CONCRETE RAMP / WALKS	\$14,665.00	\$0.00	\$0.00	\$0.00	\$0.00		\$14,665.00	\$0.00
18	DIVISION 3 - CONCRETE								
19	ADA SEATING AREA	\$4,840.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,840.00	\$0.00
20	DIVISION 4 - MASONRY								
21	CMU PARTITIONS	\$19,716.00	\$0.00	\$0.00	\$0.00	\$0.00		\$19,716.00	\$0.00
22	DIVISION 5 - METALS								
23	HANRAILS AT EXTERIOR RAMP	\$4,912.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,912.00	\$0.00
24	DIVISION 6 - WOODS & PLASTICS								
25	ROUGH CARPENTRY	\$22,500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$22,500.00	\$0.00
26	ARCHITECTURAL WOODWORK	\$128,209.00	\$0.00	\$0.00	\$0.00	\$0.00		\$128,209.00	\$0.00
27	DISPLAY CABINETS	\$23,817.00	\$0.00	126 \$0.00	\$0.00	\$0.00		\$23,817.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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PERIOD TO: 9/20/14

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

ARCHITECT'S PROJECT NO: #1383

ECISD AUDITORIUM

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	DIVISION 7 - MOISTURE PROTECT.								
29	BITUMINOUS DAMPPROOFING	\$550.00	\$0.00	\$0.00	\$0.00	\$0.00		\$550.00	\$0.00
30	SPRAY FOAM INSULATION	\$25,191.00	\$0.00	\$0.00	\$0.00	\$0.00		\$25,191.00	\$0.00
31	FIREPROOFING	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00		\$450.00	\$0.00
32	DIVISION 8 - DOORS & WINDOWS								
33	HOLLOW METAL	\$7,810.00	\$0.00	\$0.00	\$0.00	\$0.00		\$7,810.00	\$0.00
34	WOOD DOORS	\$6,150.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,150.00	\$0.00
35	FINISH HARDWARE ALLOWANCE	\$58,445.00	\$0.00	\$0.00	\$0.00	\$0.00		\$58,445.00	\$0.00
36	ALUMINUM WINDOWS / GLASS	\$10,500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,500.00	\$0.00
37	DIVISION 9 - FINISHES								
38	CEMENT PLASTER	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$12,000.00	\$0.00
39	GYPSUM DRYWALL - MATERIAL	\$16,400.00	\$0.00	\$0.00	\$0.00	\$0.00		\$16,400.00	\$0.00
40	GYPSUM DRYWALL - LABOR	\$36,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$36,000.00	\$0.00
41	ACOUSTICAL CEILINGS	\$26,564.00	\$0.00	\$0.00	\$0.00	\$0.00		\$26,564.00	\$0.00
42	HARDWOOD FLOORS	\$23,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$23,000.00	\$0.00
43	RES. FLOORS / CARPET / VCT	\$23,797.00	\$0.00	\$0.00	\$0.00	\$0.00		\$23,797.00	\$0.00
44	RES. FLOORS / CARPET / VCT - LAB	\$5,294.00	\$0.00	\$0.00	\$0.00	\$0.00		\$5,294.00	\$0.00
45	PAINTING	\$41,100.00	\$0.00	\$0.00	\$0.00	\$0.00		\$41,100.00	\$0.00
46	DIVISION 10 - SPECIALTIES								
47	TACKBOARD	\$580.00	\$0.00	\$0.00	\$0.00	\$0.00		\$580.00	\$0.00
48	TOILET PARTITIONS	\$6,680.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,680.00	\$0.00
49	SIGNAGE	\$1,843.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,843.00	\$0.00
50	FIRE EXTINGUISHERS	\$725.00	\$0.00	\$0.00	\$0.00	\$0.00		\$725.00	\$0.00
51	TOILET ACCESSORIES	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00		\$840.00	\$0.00
52	DIVISION 11 - EQUIPMENT								
53	WHEELCHAIR LIFT	\$11,529.00	\$0.00	\$0.00	\$0.00	\$0.00		\$11,529.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

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ARCHITECT'S PROJECT NO: #1383

ECISD AUDITORIUM

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)		
54	DIVISION 12 - FURNISHINGS								
55	SEATING DEMO / FLOOR REPAIR	\$28,549.00	\$0.00	\$0.00	\$0.00	\$0.00		\$28,549.00	\$0.00
56	AUDITORIUM SEATING	\$134,330.00	\$0.00	\$0.00	\$0.00	\$0.00		\$134,330.00	\$0.00
57	DIVISION 15-MECH.PLUMBING								
58	MOBILIZATION	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,000.00	\$0.00
59	DEMOLITION	\$5,250.00	\$0.00	\$0.00	\$0.00	\$0.00		\$5,250.00	\$0.00
60	BUILDING VENT/WATER-MAT.	\$6,850.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,850.00	\$0.00
61	BUILDING VENT/WATER-LABOR	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,800.00	\$0.00
62	FIXTURES	\$11,400.00	\$0.00	\$0.00	\$0.00	\$0.00		\$11,400.00	\$0.00
63	DIVISION 15 - MECH. HVAC								
64	MOBILIZATION	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$500.00	\$0.00
65	AIR DISTRIBUTION / GRILLES	\$2,560.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,560.00	\$0.00
66	DIVISION 16 - ELECTRICAL								
67	MOBILIZATION	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,000.00	\$0.00
68	DEMOLITION / TEMP POWER	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$18,000.00	\$0.00
69	FIXTURES - MATERIAL	\$53,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$53,000.00	\$0.00
70	FIXTURES - LABOR	\$10,800.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,800.00	\$0.00
71	SP. SYSTEM ROUGH	\$4,600.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,600.00	\$0.00
72	PANELS / GEAR MATERIAL	\$28,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$28,000.00	\$0.00
73	SWITCH GEAR - LABOR	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,000.00	\$0.00
74	BRANCH CIRCUITRY - MAT.	\$48,975.00	\$0.00	\$0.00	\$0.00	\$0.00		\$48,975.00	\$0.00
75	BRANCH CIRCUITRY - LABOR	\$38,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$38,000.00	\$0.00
76	TRIM - SWITCHES / PLUGS	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$9,000.00	\$0.00
77	SOUND SYSTEM	\$17,339.00	\$0.00	\$0.00	\$0.00	\$0.00		\$17,339.00	\$0.00
78	FIRE ALARM	\$10,099.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,099.00	\$0.00
79	STAGE LIGHT SYSTEM	\$239,650.00	\$0.00	\$0.00	\$0.00	\$0.00		\$239,650.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

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ARCHITECT'S PROJECT NO: #1383

ECISD AUDITORIUM

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
80	ALTERNATE #3 (\$211,690.00)								
81	DEMOLITION	\$4,350.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,350.00	\$0.00
82	EARTHWORK	\$11,682.00	\$0.00	\$0.00	\$0.00	\$0.00		\$11,682.00	\$0.00
83	SLAB ON GRADE	\$21,332.00	\$0.00	\$0.00	\$0.00	\$0.00		\$21,332.00	\$0.00
84	MASONRY	\$38,026.00	\$0.00	\$0.00	\$0.00	\$0.00		\$38,026.00	\$0.00
85	STRUCTURAL STEEL	\$10,918.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,918.00	\$0.00
86	STEEL ERECTION	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$5,000.00	\$0.00
87	MEMBRANE ROOFING	\$24,880.00	\$0.00	\$0.00	\$0.00	\$0.00		\$24,880.00	\$0.00
88	DAMP PROOFING	\$9,750.00	\$0.00	\$0.00	\$0.00	\$0.00		\$9,750.00	\$0.00
89	DOORS & FRAMES	\$3,050.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,050.00	\$0.00
90	ROUGH CARPENTRY	\$1,450.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,450.00	\$0.00
91	ACOUSTICAL CEILING	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,800.00	\$0.00
92	FLOORING	\$422.00	\$0.00	\$0.00	\$0.00	\$0.00		\$422.00	\$0.00
93	PAINTING	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$3,500.00	\$0.00
94	TOILET PARTITIONS / ACCESS.	\$4,835.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,835.00	\$0.00
95	GRAPHICS	\$311.00	\$0.00	\$0.00	\$0.00	\$0.00		\$311.00	\$0.00
96	CASEWORK	\$7,609.00	\$0.00	\$0.00	\$0.00	\$0.00		\$7,609.00	\$0.00
97	HVAC SYSTEMS	\$15,305.00	\$0.00	\$0.00	\$0.00	\$0.00		\$15,305.00	\$0.00
98	PLUMBING SYSTEMS	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$25,000.00	\$0.00
99	ELECTRICAL	\$20,330.00	\$0.00	\$0.00	\$0.00	\$0.00		\$20,330.00	\$0.00
100	SOUND SYSTEM	\$1,290.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,290.00	\$0.00
101	FIRE ALARM	\$850.00	\$0.00	\$0.00	\$0.00	\$0.00		\$850.00	\$0.00
102	TOTAL ALTERNATE #3	\$211,690.00	\$0.00	\$0.00	\$0.00	\$0.00		\$211,690.00	\$0.00

CONTINUATION SHEET

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
103	ALTERNATE #4 (\$93,974.00)								
104	DEMOLITION	\$2,800.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,800.00	\$0.00
105	EARTHWORK	\$9,123.00	\$0.00	\$0.00	\$0.00	\$0.00		\$9,123.00	\$0.00
106	SLAB ON GRADE	\$12,548.00	\$0.00	\$0.00	\$0.00	\$0.00		\$12,548.00	\$0.00
107	MASONRY	\$14,787.00	\$0.00	\$0.00	\$0.00	\$0.00		\$14,787.00	\$0.00
108	STRUCTURAL STEEL	\$6,188.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,188.00	\$0.00
109	STEEL ERECTION	\$4,980.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,980.00	\$0.00
110	MEMBRANE ROOFING	\$11,200.00	\$0.00	\$0.00	\$0.00	\$0.00		\$11,200.00	\$0.00
111	DAMPPROOFING	\$8,250.00	\$0.00	\$0.00	\$0.00	\$0.00		\$8,250.00	\$0.00
112	DOORS & FRAMES	\$1,330.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,330.00	\$0.00
113	ROUGH CARPENTRY	\$650.00	\$0.00	\$0.00	\$0.00	\$0.00		\$650.00	\$0.00
114	FLOORING	\$944.00	\$0.00	\$0.00	\$0.00	\$0.00		\$944.00	\$0.00
115	PAINTING	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00		\$1,800.00	\$0.00
116	GRAPHICS	\$64.00	\$0.00	\$0.00	\$0.00	\$0.00		\$64.00	\$0.00
117	CASEWORK	\$2,420.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,420.00	\$0.00
118	HVAC SYSTEMS	\$9,780.00	\$0.00	\$0.00	\$0.00	\$0.00		\$9,780.00	\$0.00
119	PLUMBING SYSTEMS	\$2,850.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,850.00	\$0.00
120	ELECTRICAL	\$2,420.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,420.00	\$0.00
121	SOUND SYSTEM	\$990.00	\$0.00	\$0.00	\$0.00	\$0.00		\$990.00	\$0.00
122	FIRE ALARM	\$850.00	\$0.00	\$0.00	\$0.00	\$0.00		\$850.00	\$0.00
123	TOTAL ALTERNATE #4	\$93,974.00	\$0.00	\$0.00	\$0.00	\$0.00		\$93,974.00	\$0.00
	GRAND TOTALS	\$1,945,206.00	\$0.00	\$39,126.00	\$0.00	\$39,126.00	2.01%	\$1,906,080.00	\$1,956.30

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

Agenda Item Summary Sheet (4 B.7)
Meeting Date: October 20, 2014, 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. 3, which has been reviewed and certified for payment by Malcolm Gaus with RWS Architects, Inc., for the amount of \$8,122.50. The Application includes a \$6,600.00 deduction from the Original Contract Sum for Change Order No. 1.

This leaves a balance to finish, including retainage, of \$18,537.50.

ECISD Board Policy

None.

Effective Date

October 20, 2014, 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
		Original Contract					\$377,350.00
07/03/14	1	\$95,010.00	\$4,750.50	\$90,259.50	\$90,259.50	\$0.00	\$287,090.50
08/05/14	2	\$362,200.00	\$18,110.00	\$344,090.00	\$253,830.50	\$90,259.50	\$33,260.00
09/15/14	Change Order No. 1				\$6,600.00	\$344,090.00	\$26,660.00
09/15/14	3	\$370,750.00	\$18,537.50	\$352,212.50	\$8,122.50	\$344,090.00	\$18,537.50

Student and Public Benefit	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.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	All that remains to close out this contact is payment of the 5.0% retainage.
Attachments	Copy of Application and Certification for Payment No. 3
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

September 18, 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. 3

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>
3	09/15/14	\$8,122.50

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

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

RECEIVED
SEP 18 2014

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: #3

PERIOD TO: 9/15/14

PROJECT NOS: #1392, 1393, #1394

CONTRACT DATE: 2/26/2014

Distributed by RWS ARCHITECTS

OWNER

ARCHITECT

CONTRACTOR

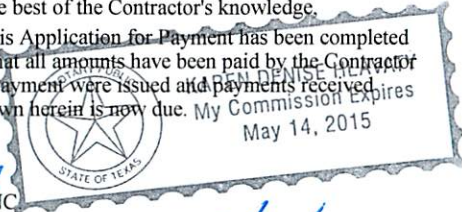
CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	\$	377350.00
2. Net change by Change Orders	\$	-6600.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	370750.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	370750.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	18537.50
b. 5 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	18537.50
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	352212.50
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	344090.00
8. CURRENT PAYMENT DUE	\$	8122.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	18537.50

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTS
Total changes approved in previous months by Owner		
Total approved this Month	\$0.00	(\$6,600.00)
TOTALS	\$0.00	(\$6,600.00)
NET CHANGES by Change Order		\$6,600.00

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: 9/15/14

State of: Texas County of: Wharton
Subscribed and sworn to before me this 15th day of September
Notary Public: Denise Hlavat
My Commission expires: May 14th, 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 \$ 8122.50

(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: [Signature] Date: 09/18/2014

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

REVIEWED
Maha Poof
09/24/2014

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

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

APPLICATION NO: #3
APPLICATION DATE: 9/15/14

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

PERIOD TO: 9/15/14

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)		
1	DIVISION 1 - GEN. REQUIREMENTS								
2	BONDS / INSURANCE	\$5,200.00	\$5,200.00	\$0.00	\$0.00	\$5,200.00	100.00%	\$0.00	\$260.00
3	PROJECT COORDINATION	\$800.00	\$800.00	\$0.00	\$0.00	\$800.00	100.00%	\$0.00	\$40.00
4	PROJECT SUPERVISION	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.00%	\$0.00	\$250.00
5	MISC. GENERAL CONDITIONS	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%	\$0.00	\$125.00
6	CONTRACT CLOSEOUT	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%	\$0.00	\$10.00
7	OWNER CONTINGENCY	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%	\$0.00	\$150.00
8	CONTRACTOR FEE	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	100.00%	\$0.00	\$600.00
8A	CHANGE ORDER #1	(\$3,300.00)	\$0.00	(\$3,300.00)	\$0.00	(\$3,300.00)	100.00%	\$0.00	(\$165.00)
9	DIVISION 2 - SITEWORK								
10	SELECTIVE DEMOLITION	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.00%	\$0.00	\$60.00
11	DIVISION 3 - CONCRETE								
12	SHOTBLAST CONCRETE	\$750.00	\$750.00	\$0.00	\$0.00	\$750.00	100.00%	\$0.00	\$37.50
13	AQURON FLOOR SEALER	\$1,325.00	\$1,325.00	\$0.00	\$0.00	\$1,325.00	100.00%	\$0.00	\$66.25
14	DIVISION 6 - WOODS & PLASTICS								
15	FINISH CARPENTRY	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.00%	\$0.00	\$60.00
16	MILLWORK	\$9,940.00	\$9,940.00	\$0.00	\$0.00	\$9,940.00	100.00%	\$0.00	\$497.00
17	DIVISION 7 - MOISTURE PROT.								
18	BUILDING SEALANTS	\$300.00	\$300.00	\$0.00	\$0.00	\$300.00	100.00%	\$0.00	\$15.00
19	DIVISION 8 - DOORS & WINDOWS								
20	WOOD DOORS	\$2,185.00	\$2,185.00	\$0.00	\$0.00	\$2,185.00	100.00%	\$0.00	\$109.25
21	FINISH HARDWARE	\$21,245.00	\$21,245.00	\$0.00	\$0.00	\$21,245.00	100.00%	\$0.00	\$1,062.25
22	ALUMINUM STOREFRONT	\$26,000.00	\$26,000.00	\$0.00	\$0.00	\$26,000.00	100.00%	\$0.00	\$1,300.00
23	DIVISION 9 - FINISHES								
24	PORCELAIN TILE	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%	\$0.00	\$150.00
25	ACOUSTICAL WALL PANELS	\$1,350.00	\$1,350.00	\$0.00	\$0.00	\$1,350.00	100.00%	\$0.00	\$67.50
26	RESILIENT BASE / CARPET	\$1,100.00	\$1,100.00	\$0.00	\$0.00	\$1,100.00	100.00%	\$0.00	\$55.00
27	PAINTING	\$1,400.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	100.00%	\$0.00	\$70.00

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: # 3
APPLICATION DATE: 9/15/14

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

PERIOD TO: 9/15/14

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	DIVISION 10 - SPECIALTIES								
29	INTERIOR GRAPHICS ALLOWANCE	\$400.00	\$100.00	\$300.00	\$0.00	\$400.00	100.00%	\$0.00	\$20.00
30	DIVISION 15 - MECHANICAL								
31	AIR DISTRIBUTION	\$2,600.00	\$2,600.00	\$0.00	\$0.00	\$2,600.00	100.00%	\$0.00	\$130.00
32	DIVISION 16 - ELECTRICAL								
33	ELECTRICAL SYSTEMS	\$23,200.00	\$23,200.00	\$0.00	\$0.00	\$23,200.00	100.00%	\$0.00	\$1,160.00
34	INTERCOM / FIRE ALARM	\$11,300.00	\$11,300.00	\$0.00	\$0.00	\$11,300.00	100.00%	\$0.00	\$565.00
35	DIVISION 17 - COMMUNICATIONS								
36	STRUCTURED CABLING / DATA	\$1,660.00	\$1,660.00	\$0.00	\$0.00	\$1,660.00	100.00%	\$0.00	\$83.00
	MYATT SECURITY TOTALS	\$135,555.00	\$135,355.00	\$200.00	\$0.00	\$135,555.00	100.00%	\$0.00	\$6,777.75

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CONTINUATION SHEET

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APPLICATION NO: #3
APPLICATION DATE: 9/15/14

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

PERIOD TO: 9/15/14

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)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
1	DIVISION 1 - GEN. REQUIREMENTS								
2	BONDS / INSURANCE	\$3,700.00	\$3,700.00	\$0.00	\$0.00	\$3,700.00	100.00%	\$0.00	\$185.00
3	PROJECT COORDINATION	\$800.00	\$800.00	\$0.00	\$0.00	\$800.00	100.00%	\$0.00	\$40.00
4	PROJECT SUPERVISION	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.00%	\$0.00	\$250.00
5	MISC. GENERAL CONDITIONS	\$2,100.00	\$2,100.00	\$0.00	\$0.00	\$2,100.00	100.00%	\$0.00	\$105.00
6	CONTRACT CLOSEOUT	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%	\$0.00	\$10.00
7	OWNER CONTINGENCY	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%	\$0.00	\$150.00
8	CONTRACTOR FEE	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	100.00%	\$0.00	\$600.00
8A	CHANGE ORDER #1	(\$3,300.00)	\$0.00	(\$3,300.00)	\$0.00	(\$3,300.00)	100.00%	\$0.00	(\$165.00)
9	DIVISION 2 - SITEWORK								
10	SELECTIVE DEMOLITION	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	100.00%	\$0.00	\$75.00
11	DIVISION 3 - CONCRETE								
12	SHOTBLAST CONCRETE	\$750.00	\$750.00	\$0.00	\$0.00	\$750.00	100.00%	\$0.00	\$37.50
13	AQURON FLOOR SEALER	\$1,325.00	\$1,325.00	\$0.00	\$0.00	\$1,325.00	100.00%	\$0.00	\$66.25
14	DIVISION 6 - WOODS & PLASTICS								
15	FINISH CARPENTRY	\$1,880.00	\$1,880.00	\$0.00	\$0.00	\$1,880.00	100.00%	\$0.00	\$94.00
16	MILLWORK	\$8,650.00	\$8,650.00	\$0.00	\$0.00	\$8,650.00	100.00%	\$0.00	\$432.50
17	DIVISION 7 - MOISTURE PROT.								
18	BUILDING SEALANTS	\$300.00	\$300.00	\$0.00	\$0.00	\$300.00	100.00%	\$0.00	\$15.00
19	DIVISION 8 - DOORS & WINDOWS								
20	WOOD DOORS	\$2,185.00	\$2,185.00	\$0.00	\$0.00	\$2,185.00	100.00%	\$0.00	\$109.25
21	FINISH HARDWARE	\$21,245.00	\$21,245.00	\$0.00	\$0.00	\$21,245.00	100.00%	\$0.00	\$1,062.25
22	ALUMINUM STOREFRONT	\$49,700.00	\$49,700.00	\$0.00	\$0.00	\$49,700.00	100.00%	\$0.00	\$2,485.00
23	DIVISION 9 - FINISHES								
24	PORCELAIN TILE	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%	\$0.00	\$150.00
25	RESILIENT BASE / CARPET	\$950.00	\$950.00	\$0.00	\$0.00	\$950.00	100.00%	\$0.00	\$47.50
26	PAINTING	\$400.00	\$400.00	\$0.00	\$0.00	\$400.00	100.00%	\$0.00	\$20.00
27	DIVISION 10 - SPECIALTIES								
28	INTERIOR GRAPHICS ALLOWANCE	\$400.00	\$100.00	\$300.00	\$0.00	\$400.00	100.00%	\$0.00	\$20.00

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: #3
APPLICATION DATE: 9/15/14

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

PERIOD TO: 9/15/14

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)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
29	DIVISION 15 - MECHANICAL								
30	AIR DISTRIBUTION	\$1,800.00	\$1,800.00	\$0.00	\$0.00	\$1,800.00	100.00%	\$0.00	\$90.00
31	DIVISION 16 - ELECTRICAL								
32	ELECTRICAL SYSTEMS	\$18,700.00	\$18,700.00	\$0.00	\$0.00	\$18,700.00	100.00%	\$0.00	\$935.00
33	INTERCOM / FIRE ALARM	\$11,250.00	\$11,250.00	\$0.00	\$0.00	\$11,250.00	100.00%	\$0.00	\$562.50
34	DIVISION 17 - COMMUNICATIONS								
35	STRUCTURED CABLING / DATA	\$1,660.00	\$1,660.00	\$0.00	\$0.00	\$1,660.00	100.00%	\$0.00	\$83.00
	NORTHSIDE SECURITY TOTALS	\$149,195.00	\$148,995.00	\$200.00	\$0.00	\$149,195.00	100.00%	\$0.00	\$7,459.75

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CONTINUATION SHEET

AIA DOCUMENT G703

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APPLICATION NO: #3
APPLICATION DATE: 9/15/14

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

PERIOD TO: 9/15/14

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	DIVISION 1 - GEN. REQUIREMENTS								
2	BONDS / INSURANCE	\$2,200.00	\$2,200.00	\$0.00	\$0.00	\$2,200.00	100.00%	\$0.00	\$110.00
3	PROJECT COORDINATION	\$300.00	\$300.00	\$0.00	\$0.00	\$300.00	100.00%	\$0.00	\$15.00
4	PROJECT SUPERVISION	\$1,000.00	\$600.00	\$400.00	\$0.00	\$1,000.00	100.00%	\$0.00	\$50.00
5	MISC. GENERAL CONDITIONS	\$900.00	\$900.00	\$0.00	\$0.00	\$900.00	100.00%	\$0.00	\$45.00
6	CONTRACT CLOSEOUT	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%	\$0.00	\$5.00
7	CONTRACTOR FEE	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%	\$0.00	\$300.00
8	DIVISION 2 - SITEWORK								
9	DEMOLITION	\$9,300.00	\$9,300.00	\$0.00	\$0.00	\$9,300.00	100.00%	\$0.00	\$465.00
10	SELECT FILL	\$900.00	\$900.00	\$0.00	\$0.00	\$900.00	100.00%	\$0.00	\$45.00
11	DIVISION 3 - CONCRETE								
12	SIDEWALKS / RAMP	\$11,150.00	\$11,150.00	\$0.00	\$0.00	\$11,150.00	100.00%	\$0.00	\$557.50
13	DIVISION 10 - SPECIALTIES								
14	ALUMINUM CANOPY	\$46,500.00	\$46,500.00	\$0.00	\$0.00	\$46,500.00	100.00%	\$0.00	\$2,325.00
15	DIVISION 16 - ELECTRICAL								
16	ELECTRICAL SYSTEMS	\$7,650.00	\$0.00	\$7,650.00	\$0.00	\$7,650.00	100.00%	\$0.00	\$382.50
	NORTHSIDE CANOPY TOTALS	\$86,000.00	\$77,850.00	\$8,150.00	\$0.00	\$86,000.00	100.00%	\$0.00	\$4,300.00

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Agenda Item Summary Sheet (4 B.8)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Action Required

**Consent Agenda
Business and Support
Services**

Formal Acceptance of Myatt Elementary School New Security Entrance and Northside Elementary School New Security Entrance and Canopy Addition

Summary

Policy CV (LOCAL) states:

“Final payments for construction work and/or the supervision of such work in the District shall not be made until the work has been completed and accepted by the Board.”

The Myatt Elementary School New Security Entrance, and Northside Elementary School New Security Entrance and Canopy Addition were determined to be substantially complete on September 18, 2014. It was estimated that the cost of work that was incomplete or defective, as per the Final Punch List, was \$1,500.00. We currently have a retainage on the project of \$18,537.50.

ECISD Board Policy

CV (LOCAL), FACILITIES CONSTRUCTION

Effective Date

September 18, 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 be asked to approve a final change order and final application for payment once all punch list items have been completed and all warranties, operating manuals, and closeout documents have been delivered.

**Background Information and
Significant Issues**

Final Punch List is included with *Certificate of Substantial Completion*

Student and Public Benefit

The public is assured that the Board has accepted the project before final payments are made.

Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None
Attachments	<ul style="list-style-type: none"> • Certificate of Substantial Completion
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	Motion, second and majority vote to formally accept the Myatt Elementary School New Security Entrance and Northside Elementary School New Security Entrance and Canopy Addition.
Superintendent's Recommendation	<p>I recommend that you formally accept the Myatt Elementary School New Security Entrance and Northside Elementary School New Security Entrance and Canopy Addition as a part of the Consent Agenda.</p> <p>Mark Pool, Superintendent of Schools</p>



AIA Document G704™ – 2000

Certificate of Substantial Completion

PROJECT:
(Name and address)
Myatt Elementary School New
Proposed Security Entrance
Northside ES New Proposed
Security Entrance & Canopy
Addition

PROJECT NUMBER: 1392/1393/1394
CONTRACT FOR: General Construction
CONTRACT DATE: February 26, 2014

OWNER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

TO OWNER:
(Name and address)
El Campo Independent School
District
700 W Norris
El Campo, Texas 77437

TO CONTRACTOR:
(Name and address)
Polasek Construction, Inc.
PO Box 64
El Campo, Texas 77437

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

Myatt Elementary School New Proposed Security Entrance - ENTIRE PROJECT
Northside Elementary School New Proposed Security Entrance - ENTIRE PROJECT
Northside Elementary School Canopy Addition - ENTIRE PROJECT

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

Warranty
August 8, 2014

Date of Commencement
August 8, 2014

RWS Architects Incorporated

ARCHITECT

[Signature]

BY

September 18, 2014

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

Cost estimate of Work that is incomplete or defective: \$1,500.00

The Contractor will complete or correct the Work on the list of items attached hereto within Thirty (30) days from the above date of Substantial Completion.

Polasek Construction, Inc.

CONTRACTOR

[Signature]

BY

September 19, 2014

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 5:00 P.M. (time) on August 8, 2014 (date).

El Campo Independent School
District

OWNER

[Signature]

BY

September 24, 2014

DATE

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)

El Campo Independent School District accepts responsibility for security, maintenance, damage to the Work, utilities, and insurance as of 5:00 P.M., August 8, 2014.

Myatt Elem. Security Entrance Northside Elem. Security Entrance & Canopy Final Punch List

Date(s) Issued: 08/08/14 8/21/2014
 Date(s) Walked: 7/30/2014, 8/5/2014, 8/21/2014
 Project No.: #1392, 1393, 1394
 Attendees: Tom Coblenz, Greg Polasek, Malcolm Gaus
 Distribution: All

Subcontractor	Status / Checked By	Date	No.	
Subcontractor	Status	Date	0	General - All
PCI	GP	8/19/2014	1	Complete final clean
PCI			2	Obtain Certificate of Completion from City of EC
Theut Glass	KS	8/15/2014	3	Install missing storefront trims / pressure bars
			4	
			5	
Subcontractor	Status	Date	0	Myatt - M098 Entry Vestibule
Ideal	KS	7/31/2014	1	Touch-up paint at lower concrete panel (west end)
Firetron	KS	7/30/2014	2	Install fire alarm pull station
Firetron	KS	7/30/2014	3	Install smoke detectors
Theut Glass	KS	8/4/2014	4	Install missing door lites at storefront
Theut Glass			5	Install door sweeps at storefront
			6	
			7	
Subcontractor	Status	Date	0	Myatt - M099 Reception
Firetron	KS	7/30/2014	1	Install microphone jack coverplate
Victoria Cabinetwork	GP	8/4/2014	2	Provide missing casework locks (2)
Theut Glass			3	Replace existing window lite with speaker hole
PCI			4	Install graphics plaque after glass replacement
EC Electric			5	Replace damaged light fixture component (dent) at west side of counter
Ideal	KS	7/31/2014	6	Provide final coat of paint at hollow metal frame
			7	
			8	
Subcontractor	Status	Date	0	Northside - N098 Entry Vestibule
Firetron	KS	7/30/2014	1	Install fire alarm pull station
Ideal	KS	7/31/2014	2	Touch-up paint at ceiling
Theut Glass	KS	8/4/2014	3	Install missing lites at storefront
Theut Glass			4	Install door sweeps at storefront
			5	
			6	
Subcontractor	Status	Date	0	Northside - N099 Reception
Victoria Cabinetwork	GP	8/4/2014	1	Install missing casework lock at drawer (1)
EC Electric	KS	8/4/2014	2	Complete light fixture installation
EC Electric	KS	8/4/2014	3	Provide coverplates at electrical switches (4) on storefront
PCI	KS	8/4/2014	4	Complete stain / finish at oak cased opening
			5	
			6	
Subcontractor	Status	Date	0	Northside - Exterior / Canopy
PCI	KS	8/6/2014	1	Clean canopy columns / beams
EC Electric			2	Install light fixtures at canopy
Theut Glass	KS	8/4/2014	3	Remove excess storefront materials
			4	
			5	
				END OF PUNCH LIST

Action Required

**Consent Agenda:
 Business and Support
 Services**

Approval of Change Order No. 1 for the Tennis Courts Overlay and Track Repair and Sidewalk Addition Project

Summary

We have received Change Order No. 1 to the Contract with Hellas Construction, Inc. for the Tennis Courts Overlay and Track Repair and Sidewalk Addition Project. The change order deducts \$3,000.00 from the Contract amount of \$228,000.00, leaving a new Contract amount of \$225,000.

ECISD Board Policy

CH (LOCAL), PURCHASING AND ACQUISITION, PURCHASING AUTHORITY
 CV (LOCAL), FACILITIES CONSTRUCTION

Effective Date

September 18, 2014

Previous Board Action

At a regular meeting on May 20, 2014, the Board received and approved a competitive sealed proposal in the amount of \$228,000.00 from Hellas Construction, Inc. for the combined proposals – Tennis Court Overlay and Ricebird Stadium Track Repair-Sidewalk Addition.

Future Action Expected

As a part of the Consent Agenda the Board will periodically consider approval of change orders to construction contracts.

**Background Information and
 Significant Issues**

The following is a summary of Change Order No. 1 Contract with Hellas Construction, Inc. for the Tennis Courts Overlay and Track Repair and Sidewalk Addition Project.:

- Original Contract Sum\$228,000.00
- Owner's Contingency Allowance\$3,000.00
- New Contract Sum.....\$225,000.00

We did not use the Owner's Contingency.

Fiscal Impact

Original Contract Sum of \$228,000.00.
 Total deduction from Contract Sum of \$3,000.00.
 New Contract Sum of \$225,000.00

Student and Public Benefit	Public approval of any contract change orders 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	<ul style="list-style-type: none"> • Copy of Change Order No. 1 approved by Malcolm Gaus of RWS Architects and Tommy McDougal of Hellas Construction, Inc.
Contact Person(s)	David Bright, Assistance Superintendent of Finance and Operations
Action Required	Motion, second and majority vote to approve Change Order No. 1 to the Contract with Hellas Construction, Inc. for the Tennis Courts Overlay and Track Repair and Sidewalk Addition Project.
Superintendent's Recommendation	<p>I recommend the Board approve Change Order No. 1 to the Contract with Hellas Construction, Inc. for the Tennis Courts Overlay and Track Repair and Sidewalk Addition Project as a part of the Consent Agenda.</p> <p>Mark Pool, Superintendent of Schools</p>

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Change Order

PROJECT <i>(Name and address):</i> El Campo High School Tennis Court Overlay & Ricebird Stadium Track Repair-Sidewalk Addition 600 West Norris El Campo, Texas 77437	CHANGE ORDER NUMBER: 001 DATE: September 29, 2014	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> Hellas Construction, Inc. 12710 Research Blvd. #240 Austin, Texas 78759	ARCHITECT'S PROJECT NUMBER: 2014-02/2014-03 CONTRACT DATE: May 28, 2014 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Allowance Adjustments

Allowance	Amount Specified	Amount Spent	Balance
Owner's Contingency Allowance	\$3,000.00	\$ 0.00	\$3,000.00
TOTALS	<u>\$3,000.00</u>	<u>\$ 0.00</u>	<u>\$3,000.00</u>

TOTAL CREDIT TO THE CONTRACT SUM

DEDUCT (\$3,000.00)

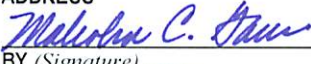
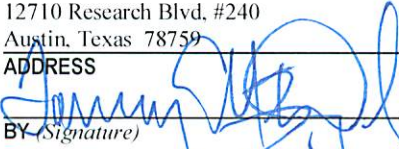

The original Contract Sum was	\$	<u>228,000.00</u>
The net change by previously authorized Change Orders	\$	<u>0.00</u>
The Contract Sum prior to this Change Order was	\$	<u>228,000.00</u>
The Contract Sum will be decreased by this Change Order in the amount of	\$	<u>3,000.00</u>
The new Contract Sum including this Change Order will be	\$	<u>225,000.00</u>

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 14, 2014

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>RWS Architects Incorporated</u> ARCHITECT <i>(Firm name)</i>	<u>Hellas Construction, Inc.</u> CONTRACTOR <i>(Firm name)</i>	<u>El Campo Independent School District</u> OWNER <i>(Firm name)</i>
<u>3100 Timmons Lane, Suite 410</u> <u>Houston, Texas 77027</u> ADDRESS	<u>12710 Research Blvd, #240</u> <u>Austin, Texas 78759</u> ADDRESS	<u>700 West Norris</u> <u>El Campo, Texas 77437</u> ADDRESS
<u></u> BY <i>(Signature)</i>	<u></u> BY <i>(Signature)</i>	<u></u> BY <i>(Signature)</i>
<u>Malcolm C. Adams</u> <i>(Typed name)</i>	<u>Tommy McDougal, Vice President</u> <i>(Typed name)</i>	<u>Mr. Mark Pool, Superintendent</u> <i>(Typed name)</i>
<u>October 6, 2014</u> DATE	<u>10/2/14</u> DATE	<u>10/13/2014</u> DATE

Agenda Item Summary Sheet (4 B.10)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Information Only

Consent Agenda: Business and Support Services	2015-2016 Budget Planning Process and Calendar
Summary	<p>It is time to start the budget planning process for FY2015-2016.</p> <p>The proposed calendar calls for major budget decisions, i.e., compensation and capital improvements, to be discussed in May so that a preliminary budget can be presented in June; and compensation plan approved in June, so that a proposed budget can be prepared and payroll decisions completed by August.</p>
ECISD Board Policy	None.
Effective Date	October 20, 2014.
Previous Board Action	The Board annually reviews the budget planning process and schedule.
Future Action Expected	The next step in the budget development process for the Board will occur in November, when we will approve the districts to be used in the annual compensation study.
Background Information and Significant Issues	None.
Fiscal Impact	None.
Student and Public Benefit	Beginning the budgeting process early allows the administration to do a much more thorough job in budget preparation.
Procedural and Reporting Implications	None.
Public Comments	None.

Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none">• Memo from David Bright re: Budget Planning Calendar
Contact Person(s)	David Bright, Assistant Superintendent for Finance
Action Required	No Action Required. This is an information report only.
Superintendent's Recommendation	Information only. Mark Pool, Superintendent of Schools

October 17, 2014

TO: Mark Pool
FROM: David Bright
RE: Budget Planning Calendar

Below is a proposed Budget Planning Calendar for the 2015-2016 Budget.

BUDGET PLANNING CALENDAR

2014

October Meet with Principals and Directors.
October/November Distribute budget worksheets for preparation.
November 17th Approve Market Area Districts for Compensation Study.
November/December Collect, review and prepare budgets on the campus level.

2015

January 19th Board approves Superintendents Compensation.
January 31st Campus Budgets and Special Request Items Due to Central Office.
February Discuss and Identify Budget Assumptions/Priorities with Board.
February 16th Review/Discuss with Board – Administration/Professional Compensation Study.
March Discuss proposed Compensation and Capital Improvement Plans with Board.
March 16th Review/Discuss with Board – Teacher Compensation Study.
April 20th Review/Discuss with Board – Clerical, Paraprofessional & Manual Trades Compensation Study.
May 18th Discuss Compensation and Capital Improvements Plan.
June 15th Present Preliminary Budget to Board of Trustees.
Approve Compensation Plan.
June/July Call Budget Workshops as needed.
August 16th Approve 2015-2016 Budget.

Agenda Item Summary Sheet (4 B.10)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Information Only

**Consent Agenda:
Business and Support
Services**

Review of Monthly Financial Reports for Month of September

Summary

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

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

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

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

ECISD Board Policy

None.

Effective Date

September 30, 2014

Previous Board Action

Approval of 2014-2015 General Operating Budget on August 26, 2014.

Future Action Expected

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

**Background Information and
Significant Issues**

The unaudited fund balance in the General Fund (Fund 199 only) on August 31, 2014 was \$6,074,037, which is 21.85% of the approved General Fund operating expenditures (as defined in the AEIS Report) of \$27,800,164.

Fund balance designated for replacement of artificial turf at Ricebird Stadium is \$350,000, leaving an undesignated fund balance of \$5,724,037; or 20.59% of the approved General Fund operating expenditures (as defined in the AEIS Report).

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

- Security Cameras for High School \$99,235
- TOTAL \$99,235

The current undesignated fund balance is \$5,624,802 or 20.23% 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 9.48% of our amended revenue projections; and expended 7.12% of our amended expenditure estimates.
Compared to the same time last year, our revenue decreased by (\$548) and our expenditures decreased by (\$1,912,329).

	2010-2011		2011-2012		2012-2013		2013-2014		2014-2015	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
Sep	9.93%	10.95%	10.63%	12.13%	10.87%	15.21%	9.73%	13.30%	9.48%	7.12%
Oct	18.64%	18.81%	19.79%	20.05%	19.84%	22.74%	19.43%	21.26%		
Nov	27.97%	23.69%	29.84%	27.07%	30.94%	28.88%	29.49%	28.75%		
Dec	41.96%	30.73%	41.60%	33.20%	44.98%	35.39%	44.93%	35.84%		
Jan	60.48%	37.99%	64.61%	40.50%	65.81%	42.09%	64.89%	43.90%		
Feb	66.83%	48.02%	69.97%	50.83%	71.78%	51.52%	70.55%	52.93%		
Mar	68.88%	55.20%	72.10%	57.21%	74.26%	57.69%	72.50%	60.40%		
Apr	73.41%	62.72%	77.12%	64.95%	78.68%	65.38%	77.18%	68.40%		
May	77.20%	69.62%	81.11%	71.59%	82.15%	71.53%	80.73%	76.17%		
Jun	82.93%	76.81%	87.17%	78.14%	87.97%	79.86%	86.24%	81.52%		
Jul	89.99%	84.05%	93.70%	85.44%	94.13%	88.19%	93.06%	88.46%		
Aug	100.38%	98.74%	100.06%	98.47%	100.17%	98.97%	100.12%	98.89%		

Tax Collection Report. Our beginning tax levy of \$13,878,419 has been adjusted by \$19,378 giving us a new adjusted levy of \$13,897,797; and we have currently collected \$13,629,865 which amounts to 98.07% of the adjusted levy. This leaves an

uncollected balance of \$267,932.

Delinquent collections YTD are \$302,997 plus \$232,282 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%	97.61%
Aug	97.48%	97.17%	97.74%	97.90%	97.68%	97.97%
Sep	97.60%	97.37%	97.88%	97.98%	97.84%	98.07%

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		
	2013-2014	2014-2015	Difference	2013-2014	2014-2015	Difference
Revenue	\$3,071,266	\$3,070,718	(\$548)	\$3,071,266	\$3,070,718	(\$548)
Expenditures	\$1,548,910	\$1,569,498	\$20,588	\$1,548,910	\$1,569,498	\$20,588
Balance	\$1,522,356	\$1,501,220	(\$21,136)	\$1,522,356	\$1,501,220	(\$21,136)

Attachments

- Monthly Financial Report – September 30, 2014
- Tax Collection Recap 2013-2014
- Cash Flow Report 2014-2015

Contact Person(s)

David Bright, Assistant Superintendent of Finance and Operations

Action Required No Action Required.

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

EL CAMPO INDEPENDENT SCHOOL DISTRICT
MONTHLY FINANCIAL REPORT
 October 20, 2014

Comparison of Revenue and Expenditures
to the Budget for the General Operating, Food Service & Debt Service Fund
9-1-14 to 9-30-14

ESTIMATED REVENUE:

	<i>Original Budget</i>	<i>Amended Budget</i>	<i>Revenue Realized</i>	<i>Revenue Balance</i>
<i>Local:</i>	\$15,719,884	\$15,719,884	\$107,630	(\$15,612,254)
<i>State:</i>	\$15,055,162	\$15,055,162	\$2,949,073	(\$12,106,089)
<i>Federal:</i>	\$1,613,129	\$1,613,129	\$14,015	(\$1,599,114)
<i>Other Resources:</i>	\$0	\$0	\$0	\$0
<i>Total:</i>	\$32,388,175	\$32,388,175	\$3,070,718	(\$29,317,457)

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>
\$32,388,175	\$32,487,410	\$1,569,498	\$744,712	\$2,314,210	\$30,173,200

COMPARISONS TO SEPTEMBER 30 OF PRIOR YEAR:

	<i>2013-2014</i>	<i>2014-2015</i>	<i>Increase/ Decrease</i>
<i>Revenues:</i>	\$3,071,266	\$3,070,718	(\$548)
<i>Expenditures:</i>	\$4,226,539	\$2,314,210	(\$1,912,329)
<i>Cash Position:</i>	\$11,141,399	\$10,553,973	(\$587,426)
PRIOR MONTH CASH POSITION as of 8/31/14:		\$10,095,565	

GENERAL FUND - FUND BALANCE	GENERAL OPERATING	FUND BALANCE	% of OPERATING	
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%	
GENERAL FUND - FUND BALANCE as of 8-31-14:	\$27,800,164	\$6,074,037	21.85%	unaudited

BUDGET AMENDMENTS:

Appropriate funds for Security Cameras for the High School Campus \$99,235

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

**TAX COLLECTION RECAP
2013 - 2014**

Reporting Period	Beginning Levy	Adjustments	Adjusted Levy	Current Tax Year Collections	% Collected	% Collected Prior Year	Delinquent Collections	Penalty & Interest	Total Collections	Current Tax Year Uncollected
Monthly Recap										
Oct-13	\$13,878,419	\$72,730	\$13,951,150	35,650	0.26%	0.21%	\$53,574	\$17,467	\$106,691	
Nov-13	\$13,878,419	\$72,403	\$13,950,823	1,315,705	9.43%	12.27%	\$27,413	\$11,156	\$1,354,274	
Dec-13	\$13,878,419	\$40,789	\$13,919,209	4,415,353	31.72%	26.65%	\$16,997	\$10,487	\$4,442,837	
Jan-14	\$13,878,419	\$29,404	\$13,907,824	5,950,829	42.79%	44.51%	\$33,774	\$17,610	\$6,002,213	
Feb-14	\$13,878,419	\$27,276	\$13,905,695	1,358,514	9.77%	10.60%	\$50,143	\$45,967	\$1,454,624	
Mar-14	\$13,878,419	\$25,844	\$13,904,263	145,854	1.05%	1.19%	\$14,132	\$18,142	\$178,128	
April-14	\$13,878,419	\$22,549	\$13,900,969	92,665	0.67%	0.60%	\$25,668	\$21,817	\$140,149	
May-14	\$13,878,419	\$22,549	\$13,900,969	66,203	0.48%	0.45%	\$9,562	\$12,166	\$87,930	
Jun-14	\$13,878,419	\$22,914	\$13,901,333	102,537	0.74%	0.37%	\$16,166	\$21,705	\$140,408	
Jul-14	\$13,878,419	\$19,378	\$13,897,797	82,893	0.60%	0.56%	\$41,860	\$37,148	\$161,901	
Aug-14	\$13,878,419	\$19,378	\$13,897,797	49,596	0.36%	0.18%	\$6,105	\$11,798	\$67,499	
Sept-14	\$13,878,419	\$19,378	\$13,897,797	14,067	0.10%	0.16%	\$7,603	\$6,819	\$28,490	
Year To Date				13,629,865	98.07%	97.84%	302,997	232,282	\$14,165,144	\$267,932

EL CAMPO INDEPENDENT SCHOOL DISTRICT
Cash Flow
2014-2015

199 GENERAL FUND	Actual Sep-13	Actual Sep-14	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-14	Actual Jul-14	Actual Aug-14	2013-14 Totals
REVENUE:														
5700 Local Revenue:														
5711 Taxes Current Year	19,381	12,236	31,010	1,144,443	3,840,618	5,176,225	1,181,680	126,868	80,603	57,585	89,190	72,103	43,140	11,862,846
5712 Taxes Prior Years	9,927	6,688	46,798	24,066	14,982	29,478	43,942	12,349	22,616	8,355	14,135	36,878	5,353	268,880
5717 Misc-Vehicle Inventory	0	0	0	0	0	0	10,783	0	0	0	0	0	0	15,912
5719 Pen, Int, & Other	10,827	6,056	15,539	10,107	9,702	16,505	40,801	15,948	19,437	10,728	19,023	33,088	10,345	212,051
5720 Service to Other LEAs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5730 Tuition and Fees	0	0	0	0	0	0	0	0	0	-200	11,240	0	2,985	14,025
5740 Other Local Sources	5,278	4,231	3,305	243,599	3,806	4,248	4,096	3,850	5,859	3,238	2,768	5,029	109,071	394,147
5750 Co/Curr Activities	22,571	25,930	22,069	18,556	4,595	3,283	2,494	719	26	559	0	21,560	4,795	101,228
Total Local Rev:	67,984	55,141	118,721	1,440,772	3,873,703	5,229,739	1,283,795	159,734	128,541	80,266	136,356	168,658	180,819	12,869,089
5800 State Revenue:														
5811 Available School Fund	0	0	0	0	93,427	29,376	29,376	138,747	96,900	92,378	145,727	94,115	136,463	856,509
5812 Foundation Entitlement	2,837,245	2,833,762	2,332,810	1,222,426	49,747	0	0	0	967,250	628,198	1,259,061	1,634,606	2,257,343	13,188,686
5812 Founda Ent-Prior Yr	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5819 LEP Student Success Init	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5820 Misc State Program Rev	0	0	6,834	0	0	0	0	0	0	0	0	0	4,920	11,754
5831 TRS On-Behalf	103,138	102,653	102,434	102,700	103,825	102,601	102,651	102,826	102,106	102,587	103,506	103,889	159,865	1,292,130
Total State Rev:	2,940,383	2,936,415	2,442,078	1,325,126	246,999	131,977	132,027	241,573	1,166,256	823,163	1,508,294	1,832,610	2,558,591	15,349,079
5900 Federal Revenue:														
5930 Federal	0	4,900	283,668	0	4,231	0	0	0	0	4,315	0	6,304	0	298,518
Total Federal Rev:	0	4,900	283,668	0	4,231	0	0	0	0	4,315	0	6,304	0	298,518
7900 Other Res/Non-Oper														
Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	735,254	0	0	735,254
Total Other Res:	0	0	0	0	0	0	0	0	0	0	735,254	0	0	735,254
Total Revenue:	3,008,367	2,996,456	2,844,467	2,765,898	4,124,934	5,361,716	1,415,822	401,307	1,294,797	907,744	2,379,904	2,007,573	2,739,410	29,251,939
EXPENDITURES:														
6000 Expenditures:														
6100 Payroll Costs	1,130,298	1,106,045	1,698,951	1,720,586	1,726,120	1,694,389	1,720,841	1,721,032	1,694,897	1,737,904	1,758,012	1,732,422	2,404,369	20,739,821
6200 Contracted Services	190,273	178,116	309,751	318,923	308,172	332,280	309,543	263,733	281,119	262,688	324,499	352,899	496,321	3,750,201
6300 Supplies & Materials	105,692	161,538	87,818	144,296	126,131	148,015	72,797	162,010	193,907	215,683	194,721	73,146	140,356	1,664,571
6400 Other Operating	36,999	27,493	223,652	23,308	44,324	215,905	57,181	35,112	223,415	135,917	77,023	191,762	83,415	1,348,013
6500 Debt Services	0	0	0	500	0	0	98,675	0	0	0	21,659	-867	10,328	130,294
6600 Capital Outlay	36,700	0	86,055	335,164	26,790	35,410	0	30,570	0	30,590	123,955	141,548	471,216	1,317,998
8900 Other Uses/Non Operating	0	49,825	0	0	0	454,870	0	192,726	265,311	149,760	952,777	388,479	313,803	2,717,727
Total Expenditures:	1,499,962	1,523,017	2,406,227	2,542,778	2,231,537	2,880,869	2,259,037	2,405,183	2,658,649	2,532,542	3,452,645	2,879,388	3,919,808	31,668,625
ENDING BALANCE	1,508,405	1,473,439	438,240	223,121	1,893,397	2,480,847	-843,216	-2,003,876	-1,363,852	-1,624,798	-1,072,742	-871,815	-1,180,398	-2,416,686
GF FB as of 8/31/14		6,074,037												
	10,086,779	7,547,476	7,985,716	8,208,837	10,102,233	12,583,081	11,739,865	9,735,989	8,372,138	6,747,340	5,674,598	4,802,783	3,622,385	

240	FOOD SERVICE	Actual Sep-13	Actual Sep-14	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-14	Actual Jul-14	Actual Aug-14	2013-14 Totals
REVENUE:															
5700	Local Revenue:														
	Earnings from Temp Dep				413	0	0	459	0	0	527	0	0	504	1,903
	Foundation Revenue														
	Lunch	32,163	31,579	35,514	28,146	21,567	29,874	30,366	23,007	29,684	27,314	2,814	-10	23,757	284,195
	Breakfast	7,241	6,403	8,574	6,646	5,980	6,464	7,296	6,469	7,152	6,576	791	0	4,084	67,272
	A La Carte	8,563	10,674	9,853	8,162	6,740	8,998	10,605	7,420	10,889	10,274	1,706	0	3,201	86,413
	Adult Lunches	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Catering/Vending	0	191	0	0	269	1,105	1,181	0	1,042	1,408	4,250	219	2,035	11,510
	Summer Food Service	0	0	0	0	0	0	0	0	0	0	22	102	7	131
	Total Local Rev:	47,967	48,847	53,942	43,367	34,556	46,441	49,908	36,896	48,766	46,099	9,583	311	33,587	451,423
5800	State Revenue														
5829	Misc St Program Rev.	0	0	1,046	0	0	0	0	9,685	0	0	0	0	0	10,731
5831	TRS On-Behalf Benefit	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total State Rev:	0	0	1,046	0	0	0	0	9,685	0	0	0	0	0	10,731
5900	Federal Revenue														
5921	School Breakfast	0	0	36,071	41,264	33,639	26,664	28,447	33,641	26,732	37,747	35,244	1,263	5,921	306,634
5922	National School Lunch	0	0	102,977	116,069	92,093	77,755	92,659	101,619	80,978	109,881	100,377	3,889	25,765	904,063
5923	USDA Donated Com	9,513	9,115	9,513	9,513	9,513	9,513	9,513	9,513	9,513	9,513	9,513	9,513	-1,953	102,693
5929	Fed Rev TEA-Sum Feed	0	0	0	0	0	0	0	0	0	0	0	29,634	13,420	43,054
	Total Federal Rev:	9,513	9,115	148,562	166,846	135,246	113,933	130,619	144,774	117,224	157,141	145,135	44,299	43,153	1,356,444
7900	Other Res/Non-Oper:														
7940	Other Res/Non-Oper	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Other Res:	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Revenue:	57,481	57,962	203,550	210,213	169,802	160,374	180,527	191,355	165,990	203,240	154,718	44,610	76,740	1,818,598
EXPENDITURES:															
6000	Expenditures:														
6100	Payroll & Benefits	39,132	36,939	45,692	47,895	50,202	46,494	46,470	47,552	45,321	46,622	47,802	43,821	59,163	566,166
6200	Contracted Services	0	0	123,608	135,901	111,701	124,026	48,909	110,613	112,214	109,199	102,195	50,576	26,421	1,055,362
6300	Supplies & Materials	9,806	9,542	20,610	10,007	9,945	10,164	9,720	9,681	9,695	9,928	10,388	9,659	2,701	122,304
6400	Other Operating	11	0	165	105	160	55	61	234	42	80	197	0	322	1,432
6600	Capital Outlay	0	0	9,243	0	0	0	0	14,177	0	0	0	0	0	23,420
	Total Expenditures:	48,948	46,481	199,318	193,908	172,007	180,739	105,161	182,257	167,272	165,830	160,581	104,056	88,607	1,768,684
	ENDING BALANCE	8,533	11,481	15,714	32,019	29,814	9,448	84,814	93,912	92,630	130,040	124,177	64,731	52,865	49,915

511	DEBT SERVICE	Actual Sep-13	Actual Sep-14	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-14	Actual Jul-14	Actual Aug-14	2013-14 Totals
REVENUE:															
5700	Local Revenue:														
5711	Taxes Current Year	2,909	1,831	4,640	171,262	574,735	774,605	176,834	18,986	12,062	8,617	13,347	10,790	6,456	1,775,243
5712	Taxes Prior Years	1,258	915	6,775	3,347	2,015	4,295	6,201	1,783	3,051	1,206	2,031	4,983	752	37,698
5719	Pen, Int, & Other	1,158	763	1,928	1,048	785	1,105	5,166	2,194	2,379	1,437	2,682	4,060	1,453	25,396
5742	Earnings Fm Temp Dep	92	132	90	107	166	344	388	394	390	410	404	423	257	3,465
	Total Local Rev:	5,417	3,642	13,434	175,764	577,702	780,348	188,590	23,357	17,883	11,671	18,464	20,255	8,918	1,841,803
5800	State Revenue:														
5829	St Rev Dist By TEA	0	12,658	0	22,190	0	0	0	0	0	0	0	0	0	22,190
	Total State Rev:	0	12,658	0	22,190	0	0	0	0	0	0	0	0	0	22,190
7900	Other Res/Non-Oper:														
7911	Issuance of Bonds	0	0	0	0	0	0	0	0	0	16,179,995	0	0	0	16,179,995
7916	Issuance of Bonds	0	0	0	0	0	0	0	0	0	1,369,608	0	0	0	1,369,608
7940	Other Res/Non-Oper Rev	0	0	0	1,619	0	0	0	0	0	-1,619	0	0	0	0
	Total Other Res:	0	0	0	1,619	0	0	0	0	0	17,547,983	0	0	0	17,549,603
	Total Revenue:	5,417	16,300	13,434	199,573	577,702	780,348	188,590	23,357	17,883	17,559,655	18,464	20,255	8,918	19,413,596
EXPENDITURES:															
6000	Expenditures:														
6500	Debt Service														
6511	Bond Principal	0	0	0	0	0	0	405,000	0	0	0	0	0	695,000	1,100,000
6521	Interest on Bonds	0	0	0	0	0	0	346,312	0	0	-15,529	0	0	283,655	614,438
6599	Other Debt Fees	0	0	0	500	0	0	0	400	0	282,082	0	0	0	282,982
8949	Other Uses-Bond Escrow	0	0	0	0	0	0	0	0	0	17,254,997	0	0	0	17,254,997
	Total Expenditures:	0	0	0	500	0	0	751,312	400	0	17,521,550	0	0	978,655	19,252,417
	ENDING BALANCE	5,417	16,300	29,734	228,807	806,508	1,586,857	1,024,135	1,047,091	1,064,974	1,103,079	1,121,543	1,141,798	172,061	161,179
Total Approved Budget															
199,240,511															
	TOTAL REVENUE	3,071,266	3,070,718	3,061,451	3,175,684	4,872,437	6,302,438	1,784,939	616,019	1,478,670	18,670,639	2,553,086	2,072,438	2,825,069	50,484,133
	TOTAL EXP	1,548,910	1,569,498	2,605,545	2,737,185	2,403,544	3,061,608	3,115,510	2,587,840	2,825,921	20,219,922	3,613,226	2,983,444	4,987,070	52,689,726
	ENDING BALANCE	1,522,355	1,501,220	1,957,127	2,395,626	4,864,518	8,105,349	6,774,777	4,802,956	3,455,705	1,906,422	846,281	-64,725	-2,226,726	-2,205,593

Agenda Item Summary Sheet (4 D.1)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Action Item

Consent Agenda:
Curriculum and Instruction

Approval of District and Campus Performance Objectives

Summary

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

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

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

ECISD Board Policy

BQ (LEGAL), PLANNING AND DECISION-MAKING PROCESS

Effective Date

2014-2015 School Year

Previous Board Action

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

Future Action Expected

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

Background Information and Significant Issues

None.

Fiscal Impact

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

Student and Public Benefit

Good planning will help to improve the achievement level of all students.

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

El Campo Independent School District

District Improvement Plan

2014-2015



Mission Statement

The mission of El Campo Independent School District, "Home of the Ricebirds", is to provide all students the education opportunity and motivation to learn the skills necessary for academic and vocational excellence.

Vision

Striving for Excellence

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Goal 1: The students of El Campo Independent School District will show performance gains based on scores on STAAR, EOC, SAT, as well as other state and national tests. We will narrow achievement gaps and graduate students who are college and career-ready. 4

Goal 2: El Campo Independent School District will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in the district's quest for excellence. 4

Goal 3: El Campo Independent School District shall provide an environment where all students feel safe and the atmosphere is conducive to learning. El Campo ISD will provide safety measures at all facilities and all school related events. 4

Goal 4: El Campo Independent School District will use a Learning Community model of organizational structure to empower those closest to the point of action. With a district-wide commitment to continuous improvement and a shared accountability system in place, the district shall employ best practices of pedagogical and administrative principles to make optimal use of district resources and taxpayers dollars. 4

Goal 5: The relationship between teachers, students, and parents is at the center of what school is about. The Board, Administration, and Support Staff exist to serve this relationship, and the environment in which it occurs. The district will increase confidence and respect as it improves transparency, accountability, and meaningful engagement with the community. 5

Goal 6: With an unwavering focus on our mission and goals, El Campo Independent School District will create a shared sense of community and direction among personnel, parents, students, and the public. The district realizes that people are its most valuable resource and place strong emphasis on attracting and retaining the best teachers and staff, while preparing an environment where their talents can flourish. 5

Goal 1: The students of El Campo Independent School District will show performance gains based on scores on STAAR, EOC, SAT, as well as other state and national tests. We will narrow achievement gaps and graduate students who are college and career-ready.

Performance Objective 1: El Campo Independent School District will increase student performance in reading and mathematics for all sub groups, meeting the required improvement goal set by AYP guidance and will increase student performance in all content areas as measured by the State Accountability System . In addition, ECISD staff will embrace the use of technology during instruction so that the work designed for students is more engaging.

Goal 2: El Campo Independent School District will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in the district's quest for excellence.

Performance Objective 1: El Campo ISD will build a high performing data culture by continuing to provide opportunities for all employees to collaborate to construct their understanding of student-learning processes and provide professional development based upon the results of the data as well as teachers' individual needs.

Goal 3: El Campo Independent School District shall provide an environment where all students feel safe and the atmosphere is conducive to learning. El Campo ISD will provide safety measures at all facilities and all school related events.

Performance Objective 1: El Campo ISD will continue to provide a safe, welcoming, student-focused environment where students feel safe and are excited about attending their classes. SRO officers, administrators, teachers, and staff will interact positively with students, thus building relationships of trust with students.

Goal 4: El Campo Independent School District will use a Learning Community model of organizational structure to empower those closest to the point of action. With a district-wide commitment to continuous improvement and a shared accountability system in place, the district shall employ best practices of pedagogical and administrative principles to make optimal use of district resources and taxpayers dollars.

Performance Objective 1: El Campo ISD will continue to commit to the practice of utilizing Professional Learning Community (PLC) to collaborate with peers and administrators to share best practices, demonstrate leadership skills, set meaningful goals for student learning, and use multiple measures to assess progress toward those goals.

Goal 5: The relationship between teachers, students, and parents is at the center of what school is about. The Board, Administration, and Support Staff exist to serve this relationship, and the environment in which it occurs. The district will

increase confidence and respect as it improves transparency, accountability, and meaningful engagement with the community.

Performance Objective 1: El Campo ISD will continue to reach out to parents in the diverse communities and strengthen open lines of communication in efforts to increase parent involvement.

Goal 6: With an unwavering focus on our mission and goals, El Campo Independent School District will create a shared sense of community and direction among personnel, parents, students, and the public. The district realizes that people are its most valuable resource and place strong emphasis on attracting and retaining the best teachers and staff, while preparing an environment where their talents can flourish.

Performance Objective 1: El Campo ISD will continue to align with the District's vision and continue to hold high standards for teachers as well as high expectations for our students, parents, and community. A strong emphasis will be placed on retaining quality teachers and holding every stakeholder responsible for helping El Campo ISD move forward in a positive direction.

El Campo Independent School District

El Campo High School

2014-2015

Accountability Rating: Met Standard



Mission Statement

El Campo High School's Mission is to close the achievement gap by providing all students the educational opportunity and motivation to learn and by preparing all students for college and career readiness and success in a global society.

Vision

Preparing all students for a productive future.

Core Beliefs

ECHS students will continuously hear the following 3 Critical Messages because ECHS has a strong belief in all stakeholders putting forth effort.

- 1) What we're doing here (in my classroom) is important.
- 2) You can do it.
- 3) I'm not going to give up on you---even if you give up on yourself (DuFour, Eaker, & DuFour, 2005 pp.89-90)

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Goal 1: The students at El Campo High School will show performance gains based on scores on STAAR (8th grade), EOC, PSAT/PLAN, EXPLORE, SAT, ACT, as well as other local, state, and national tests. We will close achievement gaps and graduate students who are college and career ready. 4

Goal 2: El Campo High School will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in El Campo High School's quest for excellence. 4

Goal 3: El Campo High School shall provide an environment where all students, staff, and visitors feel safe, and the atmosphere is conducive to learning. El Campo High School will provide safety measures at its facilities and at all campus related events. 4

Goal 4: El Campo High School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a campus-wide commitment to continuous improvement and a shared accountability system in place, ECHS shall employ best practices of pedagogical and administrative principles to make optimal use of district resources and taxpayer dollars. 5

Goal 5: El Campo High School will increase the level of confidence and respect as it improves transparency, accountability, and meaningful engagement with the community in efforts to build and sustain positive relationships with our students, faculty, staff, administrators, and stake holders. 5

Goal 6: El Campo High School will create a shared sense of community and direction among students, personnel, parents, businesses, and the public and continue to place strong emphasis on recruiting, hiring, and retaining the best teachers, administrators, and staff, while preparing an environment where their talents can flourish. 5

Goal 1: The students at El Campo High School will show performance gains based on scores on STAAR (8th grade), EOC, PSAT/PLAN, EXPLORE, SAT, ACT, as well as other local, state, and national tests. We will close achievement gaps and graduate students who are college and career ready.

Performance Objective 1: By the end of the 2015 school year, El Campo High School will continue to meet or exceed Standard performance index targets: Student Achievement (Index 1), Student Progress (Index 2), Closing Performance Gaps (Index 3), and Postsecondary Readiness (Index 4) and close the achievement gaps of our African American, Hispanic, and Economically Disadvantaged student subgroups in the areas of Reading and Math. All Students and all student subgroups' performance at Level II (Satisfactory) will increase on the English I, English II, Algebra I, Biology, and U.S. History EOCs. In addition, our percentage of students performing at the Advanced Academic (Level III) Standard will maintain and/or increase in all 5 EOC Assessments and the percentage of students who Meet Progress or Exceeds Progress will be greater than 28% on the English I, English II ,and Algebra I EOCs.

Performance Objective 2: El Campo High School will attain a 95% attendance rate and increase completion rate to 98% for grades 9-12.

Goal 2: El Campo High School will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in El Campo High School's quest for excellence.

Performance Objective 1: El Campo High School will provide and require teachers to participate in job embedded professional development that will help them grow professionally and effectively facilitate their teaching and learning. Special emphasis will be placed on high yield instructional strategies and critical reading which will increase critical thinking, problem solving, and level of student engagement.

Performance Objective 2: Core area teachers will meet with their PLC (Professional Learning Community) to plan, discuss, develop lesson plans that incorporate high-yield instructional strategies, develop common formative assessments, monitor students' progress, analyze various types of data, share data, make decisions on whether or not to make instructional adjustments (document adjustments made), provide input on Common Formative Assessments, assist in the development of study guides, and assist in the administration of major benchmarks, EOCs, and TELPAS Reading Assessment.

Goal 3: El Campo High School shall provide an environment where all students, staff, and visitors feel safe, and the atmosphere is conducive to learning. El Campo High School will provide safety measures at its facilities and at all campus related events.

Performance Objective 1: El Campo High School will continue to appropriately mitigate all internal and external threats to the safety of students, staff, and patrons according to the training so that no one is seriously harmed.

Performance Objective 2: El Campo High School will continue to provide a safe, welcoming, student-focused environment, where students and

employees feel safe and are comfortable when attending classes and any other school-related event.

Performance Objective 3: El Campo High School will decrease office referrals that result in ISS, OSS, and/or discretionary DAEP by 15% percent.

Goal 4: El Campo High School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a campus-wide commitment to continuous improvement and a shared accountability system in place, ECHS shall employ best practices of pedagogical and administrative principles to make optimal use of district resources and taxpayer dollars.

Performance Objective 1: El Campo High School will remain committed to creating a culture that builds trust, collegiality, and professionalism by empowering individual teachers of each PLC (Professional Learning Community) and by providing opportunities for them to collaborate with each other. CTE teachers and administrators will learn about, teach, and implement best practices, demonstrate leadership skills, set meaningful goals for self and student learning, and use multiple measures to make progress toward those goals while striving to allocate resources and use funding sources in the most effective, efficient manner possible.

Goal 5: El Campo High School will increase the level of confidence and respect as it improves transparency, accountability, and meaningful engagement with the community in efforts to build and sustain positive relationships with our students, faculty, staff, administrators, and stake holders.

Performance Objective 1: El Campo High School will continue to enhance and increase parental involvement by parents taking a more active role in supporting their students' academic achievement. Involvement will be measured by annual evaluation of parent involvement opportunities by parents and parent involvement activities offered throughout the year.

Performance Objective 2: El Campo High School will continue to promote parent communication and involvement utilizing the campus technology platform and measure by the use of technology outreach to parents.

Goal 6: El Campo High School will create a shared sense of community and direction among students, personnel, parents, businesses, and the public and continue to place strong emphasis on recruiting, hiring, and retaining the best teachers, administrators, and staff, while preparing an environment where their talents can flourish.

Performance Objective 1: 100% of all professional and paraprofessional personnel will meet the definition of "highly qualified" No Child Left Behind by the end of the 2014-2015 school year.

Performance Objective 2: ECHS will maintain or exceed its current Teacher Retention rate.

El Campo Independent School District

El Campo Middle School

2014-2015

Accountability Rating: Met Standard



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Goal 1: El Campo Middle School will show performance gains based on scores on STAAR Tests. We will narrow achievement gaps and promote students who are prepared for success. 3

Goal 2: El Campo Middle School will create a performance culture by that embraces employees who are results oriented, innovative, and master in engaging students. Each employee shall actively participate in El Campo Middle School's quest for excellence. 3

Goal 3: El Campo Middle School shall provide an environment where all students, staff, and visitors feel safe and the atmosphere is conducive to learning. El Campo Middle School will provide safety measures at its facilities and at all campus related events. 3

Goal 4: El Campo Middle School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a campus-wide commitment to continuous improvement and a shared accountability system in place, ECMS shall employ best practices of pedagogical and administrative principles to make optimal use of district resources and taxpayer dollars. 4

Goal 5: El Campo Middle School will increase confidence by developing a personalized learning culture by knowing students well and by creating positive relationships with students, their parents, and the faculty. 4

Goal 6: El Campo Middle School will create a shared sense of community and direction among personnel, parents, students, and the public and continue to commit to student and staff learning for life through rigor, relevance, and relationships. 4

Goal 7: El Campo Middle School will form a Campus Leadership Team which will engage in the Texas Accountability Intervention System (TAIS) to develop activities that address the missed system safeguards in the TEC Section 11 Campus Improvement Plan. 4

Goal 1: El Campo Middle School will show performance gains based on scores on STAAR Tests. We will narrow achievement gaps and promote students who are prepared for success.

Performance Objective 1: By the end of the 2015 school year, all students and all student subgroups will meet or exceed the required standards on State Assessments in the areas of Reading, Writing, Math, Science, and Social Studies and meet AYP (Adequate Yearly Progress) requirements as defined by NCLB.

Goal 2: El Campo Middle School will create a performance culture by that embraces employees who are results oriented, innovative, and master in engaging students. Each employee shall actively participate in El Campo Middle School's quest for excellence.

Performance Objective 1: El Campo Middle School will provide and require teachers to participate in differentiated professional development that will better enable them to grow more professionally and effectively facilitate their teaching and learning. Special emphasis will be placed on instructional strategies that will increase higher order thinking and problem solving.

Performance Objective 2: El Campo Middle School will continue to schedule time to allow teachers to meet with their PLC(Professional Learning Community) to plan, discuss, develop lesson plans; monitor students progress; analyze data, share data; make decisions on whether or not to make instructional adjustments; provide input on Common Assessments; and assist in the development of study guides.

Goal 3: El Campo Middle School shall provide an environment where all students, staff, and visitors feel safe and the atmosphere is conducive to learning. El Campo Middle School will provide safety measures at its facilities and at all campus related events.

Performance Objective 1: All internal and external threats to the safety of students, staff, and patrons in the 2014-2015 school year will be mitigated appropriately and according to the training so that no one is seriously harmed.

Performance Objective 2: Assure that students and employees feel safe at ECMS and that students develop the ability to resist engaging in unsafe behaviors and to routinely practice behaviors that take the needs of others into consideration.

Performance Objective 3: Continue to implement the Behavior RtI process with specific intervention steps outlined to address minor behavior issues in the classroom. Decrease office referrals that result in ISS, OSS, and/or discretionary DAEP by 10% percent.

Performance Objective 4: Provide an atmosphere that is conducive to learning with college readiness.

Goal 4: El Campo Middle School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a campus-wide commitment to continuous improvement and a shared accountability

system in place, ECMS shall employ best practices of pedagogical and administrative principles to make optimal use of district resources and taxpayer dollars.

Performance Objective 1: El Campo Middle School will remain committed to creating a culture that builds trust, collegiality, and professionalism by empowering individual teachers of each PLC (Professional Learning Community) and by providing opportunities for them to collaborate with each other and administrators, learn about, teach, and implement best practices, demonstrated leadership skills, set meaningful goals for self and student learning, and use multiple measures to make progress toward those goals while striving to allocate resources and use funding sources in the most effective, efficient manner possible.

Goal 5: El Campo Middle School will increase confidence by developing a personalized learning culture by knowing students well and by creating positive relationships with students, their parents, and the faculty.

Performance Objective 1: Continue to enhance and increase parental involvement as it relates to positive academic achievement. Involvement to be measured by annual evaluation of parent involvement opportunities by parents; and parent involvement activities offered throughout the year.

Performance Objective 2: Continue to promote parent communication and involvement utilizing the campus technology platform to facilitate this effort and measure by use of technology outreach to parents.

Performance Objective 3: Collaborate with community leaders and schedule meeting in diverse communities to share information, answer concerns, and establish open lines of communication in efforts to increase systematic support for all parents groups.

Goal 6: El Campo Middle School will create a shared sense of community and direction among personnel, parents, students, and the public and continue to commit to student and staff learning for life through rigor, relevance, and relationships.

Performance Objective 1: 100% of all professional and paraprofessional personnel will meet the definition of "highly qualified" No Child Left Behind by the end of the 2013-2014 school year.

Performance Objective 2: ECMS will maintain or exceed its current Teacher Retention rate.

Goal 7: El Campo Middle School will form a Campus Leadership Team which will engage in the Texas Accountability Intervention System (TAIS) to develop activities that address the missed system safeguards in the TEC Section 11 Campus Improvement Plan.

El Campo Independent School District
Northside Elementary School
2014-2015



Mission Statement

Every Child, Every Chance, Every Day!

Vision

Northside will meet the needs of *Every Child* through ongoing data analysis and relationship building, *Every Chance* through daily formative assessment and engaged interaction with students, and *Every Day* through maximizing every teachable moment.

Value Statement

Northside Elementary will strive to empower each child to advance to the next grade with a minimum of one year's growth in academic, behavioral, and social domains. A student who enters Northside behind his/her peers, will exceed growth expectations and will move to the next grade better prepared for success.

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Goal 1: ALL students of Northside Elementary School will show performance gains based on STAAR and TELPAS scores that equal at least one year of academic growth. We will narrow achievement gaps and promote students who are on track to be college and career-ready upon graduation. 4

Goal 2: Northside Elementary School will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in the District's quest for excellence. 4

Goal 3: Northside Elementary School shall provide an environment where all students feel safe and the atmosphere is conducive to learning. Northside Elementary School will provide safety and security measures at all facilities, and all school related events. 4

Goal 4: Northside Elementary School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a district-wide commitment to continuous improvement and a shared accountability system in place, Northside Elementary School shall employ best practices of pedagogical and administrative principles to make optimal use of district resources and taxpayer dollars. 4

Goal 5: The relationship between teachers, students, and parents is at the center of what school is about. The Board, Administration, and Support Staff exist to serve this relationship, and the environment in which it occurs. Northside Elementary School will increase public confidence and respect as it becomes more transparent, accountable to, and meaningfully engaged with the community. 5

Goal 6: With an unwavering focus on our mission and goals, Northside Elementary School will create a shared sense of community and direction among personnel, parents, students, and the public. Northside Elementary School realizes that people are its most valuable resource and places strong emphasis on attracting and retaining the best teachers and staff, while preparing an environment where their talents can flourish. Northside will live its mission statement daily, "Every Child, Every Chance, Every Day!" 5

Goal 1: ALL students of Northside Elementary School will show performance gains based on STAAR and TELPAS scores that equal at least one year of academic growth. We will narrow achievement gaps and promote students who are on track to be college and career-ready upon graduation.

Performance Objective 1: ALL students of Northside Elementary School will demonstrate an increase in the number of questions answered correctly on the 2014-15 STAAR test in the areas of reading and math, compared to 2013-14 scores. The performance gap between subpops will be smaller than 2013-14, all while improving the top scoring group.

Performance Objective 2: In the areas of Writing and Science, ALL students will demonstrate at least 20% improvement between the "benchmark" and actual STAAR test in Spring of 2015.

Performance Objective 3: Special Education student performance in math, reading, and writing will improve to meet PBMAS standard as evidenced by 10% increase in number of students meeting STAAR passing standard.

Goal 2: Northside Elementary School will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in the District's quest for excellence.

Performance Objective 1: Northside Elementary will build a high performing data culture by continuing to provide opportunities for all employees to collaborate to construct their understanding of student-learning processes and provide professional development based upon the results of the data as well as teachers' individual needs.

Goal 3: Northside Elementary School shall provide an environment where all students feel safe and the atmosphere is conducive to learning. Northside Elementary School will provide safety and security measures at all facilities, and all school related events.

Performance Objective 1: Northside Elementary will continue to provide a safe, welcoming, student-focused environment in which students feel safe and are excited about attending school. All staff will interact positively with students to foster relationships based on trust and mutual respect.

Goal 4: Northside Elementary School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a district-wide commitment to continuous improvement and a shared accountability system in place, Northside Elementary School shall employ best practices of pedagogical and administrative principles to make optimal use of district resources and taxpayer dollars.

Performance Objective 1: Northside Elementary will provide daily opportunity for each Professional Learning Community (PLC) to collaborate toward common goals for student learning. In addition, Content PLC time will be provided daily to plan and analyze curriculum implementation.

Goal 5: The relationship between teachers, students, and parents is at the center of what school is about. The Board, Administration, and Support Staff exist to serve this relationship, and the environment in which it occurs. Northside Elementary School will increase public confidence and respect as it becomes more transparent, accountable to, and meaningfully engaged with the community.

Performance Objective 1: Northside Elementary will continue to reach out to all parents and strengthen open lines of communication in efforts to increase parental involvement.

Goal 6: With an unwavering focus on our mission and goals, Northside Elementary School will create a shared sense of community and direction among personnel, parents, students, and the public. Northside Elementary School realizes that people are its most valuable resource and places strong emphasis on attracting and retaining the best teachers and staff, while preparing an environment where their talents can flourish. Northside will live its mission statement daily, "Every Child, Every Chance, Every Day!"

Performance Objective 1: Northside Elementary will continue to align with the District's vision and continue to hold high standards for teachers as well as high expectations for our students, parents, and community. A strong emphasis will be placed on retaining quality teachers and holding every stakeholder responsible for helping Northside Elementary move forward in a positive direction.

El Campo Independent School District
Hutchins Elementary School
2014-2015



Mission Statement

Hutchins Elementary is dedicated to providing a safe and secure environment where all students will experience academic excellence, develop and demonstrate positive attitude and character traits, in efforts to help them become productive citizens.

Vision

Closing the gaps to achieve success for all students.

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Goal 1: The students at Hutchins Elementary School will show performance gains based on scores on STAAR and TELPAS results. We will narrow achievement gaps and promote students who are on track to be college and career-ready upon high school graduation. 4

Goal 2: Hutchins Elementary School will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in the district's quest for excellence. 4

Goal 3: Hutchins Elementary School shall provide an environment where all students feel safe and the atmosphere is conducive to learning. Hutchins Elementary School will provide safety and security measures at all facilities, and all school related events. 4

Goal 4: Hutchins Elementary School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a campus-wide commitment to continuous improvement and a shared accountability system in place, Hutchins Elementary School shall employ best practices of pedagogical and administrative principles to make optimal use of campus resources and taxpayer dollars. 4

Goal 5: The relationship between teachers, students, and parents is at the center of what school is about. The board, administration, and support staff exist to serve this relationship, and the environment in which it occurs. Hutchins Elementary School will increase public confidence and respect as it improves transparency, accountability, and meaningful engagement with the community. 5

Goal 6: With an unwavering focus on our mission, and goals, Hutchins Elementary School will create a shared sense of community and direction among personnel, parents, students, and the public. Hutchins Elementary School realizes that people are its most valuable resource and places strong emphasis on attracting and retaining the best teachers and staff, while preparing an environment where their talents can flourish. 5

Goal 1: The students at Hutchins Elementary School will show performance gains based on scores on STAAR and TELPAS results. We will narrow achievement gaps and promote students who are on track to be college and career-ready upon high school graduation.

Performance Objective 1: Hutchins Elementary will decrease the achievement gap of our African American and Economically Disadvantaged student populations and will demonstrate measurable improvement on local and state summative assessment measures in all students, including all accountability subgroups and all special populations groups.

Goal 2: Hutchins Elementary School will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in the district's quest for excellence.

Performance Objective 1: Hutchins Elementary will invest in personal employee growth through professional development and opportunities for all employees to collaborate, plan, and review data to better understand the needs of individual learners so that each child develops a passion for learning and achieves academic excellence through challenging and engaging learning experiences.

Goal 3: Hutchins Elementary School shall provide an environment where all students feel safe and the atmosphere is conducive to learning. Hutchins Elementary School will provide safety and security measures at all facilities, and all school related events.

Performance Objective 1: Hutchins Elementary will continue to provide a safe, welcoming, structured educational setting in which administrators, teachers, and staff will foster positive relationships with students.

Goal 4: Hutchins Elementary School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a campus-wide commitment to continuous improvement and a shared accountability system in place, Hutchins Elementary School shall employ best practices of pedagogical and administrative principles to make optimal use of campus resources and taxpayer dollars.

Performance Objective 1: Hutchins Elementary will continue to commit to empowering the teachers of each Professional Learning Community (PLC) to collaborate with educational professionals, master and execute best practices, develop and demonstrate leadership skills, set attainable goals for student learning, by using multiple measures to assess progress toward those goals when striving to allocate resources and use funding sources in the most effective and efficient manner possible in order to support a positive learning environment, thereby maximizing student achievement..

Goal 5: The relationship between teachers, students, and parents is at the center of what school is about. The board, administration, and support staff exist to serve this relationship, and the environment in which it occurs. Hutchins Elementary School will increase public confidence and respect as it improves transparency, accountability, and meaningful

engagement with the community.

Performance Objective 1: Hutchins Elementary will promote collaboration among home, school, and community and instill pride and trust through ongoing and effective communication through active participation in enrichment opportunities for our students to develop socially, emotionally, and physically in addition to developing their academic success.

Goal 6: With an unwavering focus on our mission, and goals, Hutchins Elementary School will create a shared sense of community and direction among personnel, parents, students, and the public. Hutchins Elementary School realizes that people are its most valuable resource and places strong emphasis on attracting and retaining the best teachers and staff, while preparing an environment where their talents can flourish.

Performance Objective 1: Hutchins Elementary will continue to align with the District's vision and goals while continuing to hold high standards for teachers as well as high expectations for our students, parents, and community. A strong emphasis will be placed on recruiting, developing, and retaining exceptional teachers and holding every stakeholder responsible for helping Hutchins Elementary move forward in a positive direction.

El Campo Independent School District

Myatt Elementary School

2014-2015



Mission Statement

"The mission of Myatt Elementary School is to provide an atmosphere and program of instruction that permits everyone, regardless of socio-economic status or race, the opportunity to master basic academic skills and develop respect for self, others and community."

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Goal 1: The students at Myatt Elementary School will show performance gains based on State and local assessments. We will narrow achievement gaps, and help to graduate students who are college and career-ready. 4

Goal 2: Myatt Elementary will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in the district's quest for excellence. 4

Goal 3: Myatt Elementary shall provide an environment where all students feel safe and the atmosphere is conducive to learning. Myatt Elementary School will provide safety and security measures at all facilities, and all school related events. 4

Goal 4: Myatt Elementary School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a campus-wide commitment to continuous improvement and a shared accountability system in place, Myatt Elementary School shall employ best practices of pedagogical and administrative principles to make optimal use of campus resources and taxpayer dollars. 4

Goal 5: The relationship between teachers, students, and parents is at the center of what school is about. The Board, Administration, and Support Staff exist to serve this relationship, and the environment in which it occurs. Myatt Elementary School will increase public confidence and respect as it improves transparency, accountability, and meaningful engagement with the community. 5

Goal 6: With an unwavering focus on our mission, and goals, Myatt Elementary School will create a shared sense of community and direction among personnel, parents, students, and the public. Myatt Elementary School realizes that people are its most valuable resource and places strong emphasis on attracting and retaining the best teachers and staff, while preparing an environment where their talents can flourish. 5

Goal 1: The students at Myatt Elementary School will show performance gains based on State and local assessments. We will narrow achievement gaps, and help to graduate students who are college and career-ready.

Performance Objective 1: Myatt Elementary will decrease the achievement gap of our African American and Economically Disadvantaged student populations, while at the same time working to increase the scores of the populations of All Students, Hispanics, and White, by evaluating performance progress utilizing research based assessment tools such as the following: Developmental Reading Assessment (DRA), I-Station, Dibels, Ekwall, STAR Reading/Math Renaissance, and AIMSweb Math. All identified students' strengths and weaknesses will be addressed through individualized, small group, and focused teaching for early intervention strategies/rigorous learning expectations.

Performance Objective 2: Myatt Elementary continue to use the Response to Intervention process to identify students in need of intervention in reading/math or behavior, and deliver high quality, researched-based targeted intervention in a timely manner to facilitate success of struggling students.

Goal 2: Myatt Elementary will create a performance culture that embraces employees who are results-oriented, innovative, and masters in engaging students. Each employee shall actively participate in the district's quest for excellence.

Performance Objective 1: Myatt Elementary School will provide teachers opportunities to plan and collaborate their lessons to meet the scope and sequence of the TEKS Resource System curriculum and TEKS in an effort to provide teachers adequate time to review data and make instructional adjustments to improve teaching, student achievement, and enriching activities in the four main content areas.

Goal 3: Myatt Elementary shall provide an environment where all students feel safe and the atmosphere is conducive to learning. Myatt Elementary School will provide safety and security measures at all facilities, and all school related events.

Performance Objective 1: Myatt Elementary School will continue to provide a safe, welcoming, student-focused environment where students feel secure, enthusiastic, and successful about their learning. All Myatt staff will interact positively with students to build relationships of trust. Myatt Elementary rules, procedures, and expectations are communicated and taught consistently throughout the campus. School wide and individual behavior incentives are provided to encourage students to make safe and positive choices every day.

Goal 4: Myatt Elementary School will use a Learning Community model of organizational structure to empower those closest to the point of action. With a campus-wide commitment to continuous improvement and a shared accountability system in place, Myatt Elementary School shall employ best practices of pedagogical and administrative principles to make optimal use of campus resources and taxpayer dollars.

Performance Objective 1: Myatt Elementary School will continue to commit to empowering the teachers of each Professional Learning Community (PLC) to collaborate with others and administrators, understand and implement best practices through our Instructional Coaching Program, demonstrate leadership skills, set meaningful goals for student learning, and use multiple measures to assess progress toward academic goals.

Goal 5: The relationship between teachers, students, and parents is at the center of what school is about. The Board, Administration, and Support Staff exist to serve this relationship, and the environment in which it occurs. Myatt Elementary School will increase public confidence and respect as it improves transparency, accountability, and meaningful engagement with the community.

Performance Objective 1: Myatt Elementary School will continue to serve and be accountable to parents while strongly encouraging parents to be active in their child's educational year. Myatt Elementary will continue to provide diverse membership on committees, encourage parent participation in PTO activities, parenting and other school programs, as well as provide various lines of communication from teacher, administration, and district, in efforts to be proactive in support of all students.

Goal 6: With an unwavering focus on our mission, and goals, Myatt Elementary School will create a shared sense of community and direction among personnel, parents, students, and the public. Myatt Elementary School realizes that people are its most valuable resource and places strong emphasis on attracting and retaining the best teachers and staff, while preparing an environment where their talents can flourish.

Performance Objective 1: Myatt Elementary School will continue to align with the District's vision and goals while continuing to share and communicate high expectations for our students, parents, and community. A strong emphasis will be placed on retaining quality teachers and holding every stakeholder responsible for helping Myatt Elementary move forward in a positive direction.

Agenda Item Summary Sheet (5 A)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Informational Item

Curriculum and Instruction Report on CTE Students Who Passed Certification Tests

Summary

October is the month scheduled for the Administration to report to the Board the following information on the Career and Technology Education Program:

- Number of students enrolled in the CTE programs;
- Certification tests taken;
- Certifications achieved for each CTE course that offers a certification program; and
- Number of students completing a coherent sequence of courses.

In addition, the Board is to receive a report as to why students did not take a certification test.

District Goal No. 1 – Increase Student Achievement

State Performance Index No. 4 – Post Secondary Readiness

Performance Indicator 1.I – Increase Career Readiness.

Objective – Increase the number of students who receive certification and complete a coherent sequence of courses to earn a career endorsement.

ECISD Board Policy None.

Effective Date October 20, 2014

Previous Board Action On March 19, 2013, the Board approved the Board Monitoring System as means of measuring local accountability. The document is continually being revised to correlate with the new state testing and accountability system.

Future Action Expected The Board will annually receive a report on the number of students enrolled in the CTE program, certification tests taken, and certifications achieved for each course that offers a certification program.

Background Information and Significant Issues

Data Points	2013	2014
Students Enrolled in CTE Programs	742	795
CTE Programs with Certification		
American Welding Society	9	40
Cosmetology	26	17
Pharmacy Tech	7	4
Automotive Youth Education Systems	3	
Briggs & Stratton Small Engines	34	30
Medical Coding and Billing		14
Certification Tests Passed		
American Welding Society	7	15
Cosmetology	0	1
Pharmacy Tech	4	1
Automotive Youth Education Systems	3	
Briggs & Stratton Small Engines	34	23
Medical Coding and Billing		8

64 students took a certification test and 48 students passed a certification test – 75.0%.

Reasons given for not taking certification test:

- Students had no interest in certification.
- Did not have a photo identification (Cosmetology)

Fiscal Impact

None.

Student and Public Benefit

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

Procedural and Reporting Implications

None.

Public Comments

None.

Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of Schools Kelly Waters, Assistant Superintendent of Curriculum and Instruction Rich DuBroc, High School Principal Todd Fuechec, Career and Technology Coordinator
Action Required	No action required.
Superintendent's Recommendation	This is an informational report only. Mark Pool, Superintendent of Schools

Curriculum and Instruction Review of After School Program Survey Results

Summary

We recently conducted two surveys to measure the interest of faculty and staff and parents in after school programs.

Faculty and Staff. We had a total of 171 responses with sixty-six indicating that they would be interested in earning extra income by assisting with an after-school program. (35 teachers and 31 paraprofessionals).

Parent Survey. To date we have received 143 responses from parents that were fairly evenly distributed between the three elementary schools and middle school. Thirty-one of them indicated that their children currently attend an after-school program.

When asked if ECISD offered an after-school program if their child would participate:

- 24% indicated that they would not participate
- 30% indicated that they would participate if the service was free
- 46% indicated that they would participate for a nominal fee

ECISD Board Policy None.

Effective Date October 20, 2014

Previous Board Action From time to time the Board has discussed the possibility of offering some type of after-school program.

Future Action Expected Decision on whether to provide an after-school program and the details of what the program would offer and how it would be operated.

Background Information and Significant Issues Reference survey responses.

Fiscal Impact	Unknown.
Student and Public Benefit	After-school program for students.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.
Contact Person(s)	Kelly Waters, Assistant Superintendent of Curriculum and Instruction
Action Required	No action required.
Superintendent's Recommendation	This is an informational report only. Mark Pool, Superintendent of Schools

Staff Availability

El Campo ISD is surveying teachers and aides to acquire the number of staff that would like to earn additional income and assist with an after-school program.

* Required

1. **Would you be interested in earning extra income by assisting with an after-school program? ***

Mark only one oval.

66 Yes

105 No *After the last question in this section, stop filling out this form.*

2. **Please select one**

Mark only one oval.

11 Teacher at Myatt

9 Instructional Aide at Myatt

8 Teacher at Hutchins

2 Instructional Aide at Hutchins

7 Teacher at Northside

6 Instructional Aide at Northside

9 Teacher at ECMS

2 Instructional Aide at ECMS

8 Office Personnel

5 (High school)

3. **As a teacher, would you assist with an after-school program for \$30.00 an hour?**

Mark only one oval.

40 Yes

0 No *After the last question in this section, stop filling out this form.*

4. **As an aide, would you assist with an after-school program for your regular rate with at least 5 hours overtime?**

Mark only one oval.

24 Yes

1 No *After the last question in this section, stop filling out this form.*

5. What days of the week would you be available to work?

Check all that apply
 Check all that apply.

2	<input type="checkbox"/> Mondays	7	Monday, Tuesday, Wednesday	1	Monday, Wednesday, Thursday, Friday
	<input type="checkbox"/> Tuesdays	1	Monday, Thursday	2	Tuesday, Thursday
	<input type="checkbox"/> Wednesdays	2	Monday, Tuesday	4	Tuesday, Wednesday
1	<input type="checkbox"/> Thursdays	2	Monday, Tuesday, Thursday	3	Tuesday, Wednesday, Friday
	<input type="checkbox"/> Fridays	19	Monday, Tuesday, Wednesday, Thursday	7	Tuesday, Wednesday, Thursday
		1	Monday, Wednesday	1	Wednesday, Friday
		1	Monday, Wednesday, Thursday	2	Wednesday, Thursday

3 blanks

6. How long could you commit to working after school?

Mark only one oval.

- 20 1 hour
- 22 2 hours
- 6 3 hours
- 19 It would depend on the day of the week.
- 2 blanks

7. Name

Please provide your name if you are available and willing to participate

5 - Did not give a name.



If your child attends an after-school program, how often does he/she attend?

4 - 1-2x a week
8 - 3-4x a week
11 - 5x a week

If your child does not attend an after-school program, what does he or she do after school?

Check all that apply

- Goes home with a parent, relative or family friend 74
- Participates in private sports, dance, cheer, music, etc... 2
- Participates in school practices or games (UIL events, athletics) |
- Goes to a relatives home to wait for parent 0
- Participates in clubs or community activities 0
- Babysits or cares for a family member after school |
- Works after school
- Other: | bus rider
| day care

If El Campo offered an after-school program would your child participate?

- No
- Yes, but only if it was free
- Yes, even if it cost a nominal fee

11	11	6	10
8	14	15	12
13	17	24	20
MS	NS	Hvt.	Myatt

For my child to participate in an after-school program, the program would have to last at least

21 - blanks
42 - 1 hour
30 - 2 hours
8 - 3 hours (3 attend paid daycare)

How important is academic tutoring for your child in an after-school program?

1 2 3 4

Very Important Unimportant

47 4 3 6 3-blanks

What types of activities would you like to see available for your child in an after-school program?

Check all that apply

- 85 Fast Math
- 108 Tutoring
- 73 Computer Activities

- Science Enrichment
- Music
- Dance/Cheer
- Creative Writing
- School Newspaper
- Chess
- Board Games
- Fitness activities
- Volunteer activities
- Art & Crafts
- Career Exploration
- Other:

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Agenda Item Summary Sheet (6 A)
Meeting Date: October 20, 2014
Submitted by: Mark Pool, Superintendent

Discussion Item

Business and Operations Hear Citizen Requests for Placement of an Item on Agenda

Summary

Two requests have been received from citizens for placement of an item on the agenda. Since both were related to student transportation both have been included under the same agenda item.

The following guidelines apply to citizens request for placement of an item on the agenda:

- All appropriate administrative remedies must be exhausted before any complaint is brought before the Board unless the concern or complaint directly pertains to the Board's own actions or policy, for which there is not administrative remedy.
- All presentations will be limited to five minutes unless additional time is allotted by the presiding officer.
- Matters involving specific employees or discipline of a specific student will be discussed in closed meeting unless the right to a closed meeting is waived by the employee or by the student or his or her parent or guardian.

ECISD Board Policy BED (LOCAL) – BOARD MEETINGS, PUBLIC PARTICIPATION

Effective Date October 20, 2014

Previous Board Action None.

Future Action Expected None.

Background Information and Significant Issues Two request for placement of an item on the agenda have been submitted by patrons of the district:

1. Jama Allen would like to address the issue of no bus transportation in El Campo for school children.
2. Karen Connor would like to discuss a solution for transportation for her three grandchildren to get to school.

Fiscal Impact Unknown.

Student and Public Benefit	Unknown.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • <i>Request for Placement of an Item on the Agenda</i> from Jama Allen • <i>Request for Placement of an Item on the Agenda</i> from Karen Connor
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	None.
Superintendent's Recommendation	<p>This is a discussion item only.</p> <p>Mark Pool, Superintendent of Schools</p>

EXHIBIT F

REQUEST FOR PLACEMENT OF AN ITEM ON THE AGENDA

I wish to address the Board of Trustees at the next scheduled meeting of the Board and request that this presentation be placed on the agenda for that meeting.

Subject of presentation; give brief description:

I would like to address the issue of
no bus transportation in El Campo
for the school children

The presentation will include discussion of specific District personnel.

YES [] NO

The presentation will include discussion of discipline of a specific student.

[] YES NO

I understand that the following rules apply:

1. All appropriate administrative remedies must be exhausted before any complaint is brought before the Board; this is not the form to use when presenting a complaint unless the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy. [See DGBA, FNG, and GF, as appropriate]
2. Only the items appearing on the posted agenda may be discussed with the Board.
3. All presentations will be limited to 5 minutes unless additional time is allotted by the presiding officer.
4. Matters involving specific employees or discipline of a specific student will be discussed in closed meeting unless the right to a closed meeting is waived by the employee or by the student or his or her parent or guardian.
5. The deadline for submitting items for inclusion on the agenda is noon of the 5th day before regular meetings and noon of the 3rd day before special meetings, in accordance with policy BE(LOCAL).

Name of person making request Jama Allen

Position of person making request (e.g., Trustee, employee, citizen) Citizen

Address 405 B. Bluebonnet, El Campo

Daytime telephone number 979-635-0484

Signature Jama Allen

Date 10.1.14

EXHIBIT F

REQUEST FOR PLACEMENT OF AN ITEM ON THE AGENDA

I wish to address the Board of Trustees at the next scheduled meeting of the Board and request that this presentation be placed on the agenda for that meeting.

Subject of presentation; give brief description:

A SOLUTION FOR TRANSPORTATION FOR MY 3
GRANDCHILD TO GET TO SCHOOL

The presentation will include discussion of specific District personnel.

YES [] NO

The presentation will include discussion of discipline of a specific student.

[] YES NO

I understand that the following rules apply:

1. All appropriate administrative remedies must be exhausted before any complaint is brought before the Board; this is not the form to use when presenting a complaint unless the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy. [See DGBA, FNG, and GF, as appropriate]
2. Only the items appearing on the posted agenda may be discussed with the Board.
3. All presentations will be limited to 5 minutes unless additional time is allotted by the presiding officer.
4. Matters involving specific employees or discipline of a specific student will be discussed in closed meeting unless the right to a closed meeting is waived by the employee or by the student or his or her parent or guardian.
5. The deadline for submitting items for inclusion on the agenda is noon of the 5th day before regular meetings and noon of the 3rd day before special meetings, in accordance with policy BE(LOCAL).

Name of person making request Karen Connor

Position of person making request (e.g., Trustee, employee, citizen)

Address 406 A MOCKINGBIRD LN

Daytime telephone number (979) 635-0381

Signature Karen Connor

Date 10-2-14

Business and Operations Review Historical Use of Fund Balance

Summary David Bright was employed by the ECISD in 2002. Since that time the district has continued to manage the General Fund fund balance in such a way that a number of capital improvement projects have been completed without incurring additional debt for the district.

Since 2002-2003 the District has completed \$12,990,610 in capital improvements that have been paid from the General Fund fund balance. In addition, during the same time period the district purchased 21 regular education and 6 special education school buses totaling \$1,632,059.

ECISD Board Policy There is no specific policy on fund balance management.

Effective Date October 20, 2014

Previous Board Action None.

Future Action Expected None.

Background Information and Significant Issues Capital improvement projects over \$250,000 include:

- 2007-2008 funding for new middle school not covered by the \$19.9 million bond issue - \$593,003
- 2007-2008 new high school practice gym - \$2,259,908
- 2008-2009 high school science building renovation and new construction - \$3,783,911
- 2008-2009 Ricebird Stadium new turf and track - \$1,543,929
- 2009-2010 Ricebird Gymnasium floor and bleacher replacement - \$282,371
- 2009-2010 Myatt Elementary School restroom addition - \$361,475
- 2013-2014 baseball and softball complex - \$2,281,880
- 2013-2014 track and tennis courts repair - \$245,651
- 2013-2014 Myatt and Northside Elementary security entrances and new Northside canopy - \$415,368

Fiscal Impact	Unknown.
Student and Public Benefit	Conservative fund balance management ensures that some capital improvements can be made without increasing the district's long-term debt.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • <i>List of Projects competed from fund balance since 2002-2003.</i>
Contact Person(s)	<p>Mark Pool, Superintendent of Schools</p> <p>David Bright, Assistant Superintendent of Finance and Operations</p>
Action Required	None.
Superintendent's Recommendation	<p>This is an information item only.</p> <p>Mark Pool, Superintendent of Schools</p>

Capital Projects

Year	Project	Total
2002-03	Bus (1 Reg. Ed.)	\$49,282
2003-04	Buses (3 Reg. Ed., 2 Sp. Ed.)	\$258,036
	Ricebird Gym HVAC Installation	\$70,462
2004-05	Buses (4 Reg. Ed., 1 Sp. Ed.)	\$293,675
2005-06	Bus (3 Reg. Ed.)	\$169,077
2006-07	Ricebird Gym - Replace Roof	\$127,190
	HS - 70 Ton Chiller - Academic Building	\$141,467
	Buses (3 Reg. Ed.)	\$213,581
2007-08	New Middle School	\$20,493,003
	HS Practice Gym	\$2,259,908
	Buses (3 Reg. Ed.)	\$219,138
2008-09	HS Science Building Renovation & New Construction	\$3,783,911
	Ricebird Stadium Turf and Track	\$1,543,929
	Myatt - (2) Portable Buildings	\$121,632
	Hutchins Front Office Remodeling	\$81,156
	Buses (2 Refurbished Reg. Ed.)	\$85,000
2009-10	Ricebird Gym Floor and Bleacher Replacement	\$282,371
	HS Reroofing of Auditorium	\$117,903
	Myatt Restroom Addition	\$361,475
	Northside Freezer/Cooler - Food Service	\$170,861
	Myatt Canopy	\$76,607
	Bus (1 Reg. Ed.)	\$75,435
	Portable Building - Sp. Ed. - OT/PT, Speech	\$47,034
	HS Auditorium - New Stage Curtain	\$36,968
2010-11	Hutchins Gym Fan	\$8,230
	Buses (1 Reg. Ed., 1 Sp. Ed.)	\$166,465
2012-13	HS Stadium Sound System	\$82,714
	Hutchins Retile	\$68,587
	Nothside - Intercom/Fire Alarm Systems	\$37,158
	HS Retile Building C	\$22,920
	Myatt Portables - Recarpet	\$12,225
2013-14	HS Baseball and Softball Field Project	\$2,281,880
	HS Track and Tennis Courts	\$245,651
	Northside Enterence and Canopy	\$262,829
	Myatt Enterence	\$152,539
	Buses (2 Refurbished Sp. Ed.)	\$102,370

Business and Operations Review of Area Tax Rate Comparisons

Summary Using information from the State Comptroller's Office I have compiled a comparison of information related to 2013 ad valorem taxes. The comparison uses a comparison group of the school districts in Wharton County and the counties directly adjacent to Wharton County. If any portion of a district was located in one of the adjoining counties then the district was included in the comparison. There were 42 districts in the comparison group.

ECISD Board Policy CCG (LOCAL) – LOCAL REVENUE SOURCES, AD VALOREM TAXES

Effective Date October 20, 2014

Previous Board Action None.

Future Action Expected None.

Background Information and Significant Issues **Enrollment.** Because of the variation in enrollment of the districts in the comparison group, comparisons were made on a per student basis.

District enrollments varied from Ezzell with 61 students to Ft. Bend ISD with 69,123.

- 16 districts had less than 1,000 students
- 11 districts had from 1,000 to 2,500 students
- 7 districts had from 2,500 to 5,000. ECISD ranked 32nd out of 42 districts and fell within this enrollment group
- 2 districts had from 5,000 to 7,500
- 6 districts had more than 10,000

Taxable Values. Taxable values ranged from Ft. Bend ISD with \$25,769,574,334 to Damon with \$46,196,299. The average taxable value was \$2,554,855,501.

El Campo ranked 14th out of 42 with taxable values of \$1,160,834,250.

Taxable values per student ranged from Tidehaven with \$1,662,550 to Boling with \$217,737. The average taxable value per student was \$575,268.

El Campo ranked 33rd out of 42 with taxable values per student of \$329,782.

M&O Tax Rates. M&O rates from \$0.9523 to \$1.17. Seven districts tax rate fell below the state mandated maximum of \$1.04; twenty-seven districts were at \$1.04; and eight districts had voter approved rates above \$1.04. East Bernard, Louise, Ganado, Industrial, and Damon were all at the maximum voter approved rate of \$1.17.

I&S Tax Rates. I&S tax rates ranged from \$0.00 to \$0.6096, with the average I&S rate being \$0.1747. Seven districts had no debt, with four of those having less than 200 students.

ECISD ranked 21st out of 42 districts with a rate of \$0.1556.

I&S Tax Levy per Student. Debt service tax levy per student ranged from \$0.00 to \$3,534.58, with an average debt service levy per student of \$839.70.

ECISD ranked 14th out of 42 districts with a levy per student of \$513.27.

Fiscal Impact	Unknown.
Student and Public Benefit	Managing debt so that taxpayers get the best value for their investment.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	<ul style="list-style-type: none"> • Chart showing tax rate comparisons.
Contact Person(s)	Mark Pool, Superintendent of Schools

Action Required

None.

**Superintendent's
Recommendation**

This is an information item only.

Mark Pool, Superintendent of Schools

County	District	Taxable Values for I&S Purposes	I&S Tax Rate	Tax Levy for Debt Service	M&O Tax Rate	Total Tax Rate	Enrollment	Debt Service Tax Levy per Student
Wharton / Matagorda	Boling	\$232,543,641	\$0.0000	\$0	\$1.0400	\$1.0400	1,068	\$0.00
Matagorda	Van Vleck	\$517,498,131	\$0.0000	\$0	\$1.0400	\$1.0400	920	\$0.00
Lavaca	Ezzell	\$96,993,369	\$0.0000	\$0	\$0.9523	\$0.9523	61	\$0.00
Lavaca / Gonzales	Shiner	\$478,947,727	\$0.0000	\$0	\$1.0400	\$1.0400	601	\$0.00
Lavaca	Sweet Home	\$60,573,627	\$0.0000	\$0	\$1.0400	\$1.0400	144	\$0.00
Lavaca	Vysehard	\$54,663,452	\$0.0000	\$0	\$1.0400	\$1.0400	111	\$0.00
Brazoria	Damon	\$46,196,299	\$0.0000	\$0	\$1.1700	\$1.1700	173	\$0.00
Jackson	Ganado	\$309,989,209	\$0.0295	\$91,447	\$1.1700	\$1.1995	709	\$128.98
Wharton	Louise	\$211,180,257	\$0.0300	\$63,354	\$1.1700	\$1.2000	483	\$131.17
Lavaca / Gonzales	Moulton	\$453,887,240	\$0.0101	\$45,752	\$0.9800	\$0.9901	293	\$156.15
Brazoria	Danbury	\$211,031,411	\$0.1011	\$213,313	\$1.0400	\$1.1411	778	\$274.18
Wharton	East Bernard	\$325,871,079	\$0.0892	\$290,677	\$1.1700	\$1.2592	956	\$304.06
Jackson	Industrial	\$549,583,863	\$0.0910	\$500,121	\$1.1700	\$1.2610	1,179	\$424.19
Wharton	El Campo	\$1,160,834,250	\$0.1556	\$1,806,722	\$1.0401	\$1.1957	3,520	\$513.27
Austin / Washington	Brenham	\$2,215,711,488	\$0.1150	\$2,548,068	\$1.0200	\$1.1350	4,943	\$515.49
Matagorda	Bay City	\$1,066,716,371	\$0.1766	\$1,883,928	\$1.1473	\$1.3239	3,650	\$516.14
Brazoria	Columbia-Brazoria	\$845,520,152	\$0.2565	\$2,168,759	\$1.0400	\$1.2965	3,007	\$721.24
Colorado / Austin	Columbus	\$878,132,305	\$0.1400	\$1,229,385	\$1.0400	\$1.1800	1,659	\$741.04
Wharton	Wharton	\$961,707,291	\$0.1748	\$1,681,064	\$1.0401	\$1.2149	2,132	\$788.49
Lavaca / Gonzales	Yoakum	\$1,141,150,671	\$0.1140	\$1,300,912	\$1.0400	\$1.1540	1,613	\$806.52
Brazoria	Alvin	\$5,673,951,411	\$0.2891	\$16,403,394	\$1.0400	\$1.3291	18,767	\$874.06
Austin	Sealy	\$1,065,990,054	\$0.2200	\$2,345,178	\$1.0400	\$1.2600	2,676	\$876.37
Colorado	Rice Consolidated	\$585,188,158	\$0.1911	\$1,118,119	\$1.0400	\$1.2311	1,268	\$881.80
Jackson	Edna	\$503,886,056	\$0.2696	\$1,358,477	\$1.0400	\$1.3096	1,535	\$885.00
Austin	Bellville	\$1,050,825,838	\$0.1800	\$1,891,487	\$1.0800	\$1.2600	2,082	\$908.49
Matagorda / Jackson	Palacios	\$1,486,118,713	\$0.1000	\$1,486,119	\$1.0000	\$1.1000	1,489	\$998.06
Lavaca / Colorado / Jackson / Wharton	Hallettsville	\$742,612,566	\$0.1427	\$1,059,337	\$0.9600	\$1.1027	1,005	\$1,054.07
Brazoria / Harris	Pearland	\$5,735,561,981	\$0.3757	\$21,548,506	\$1.0400	\$1.4157	19,581	\$1,100.48
Ft. Bend	Ft. Bend	\$25,769,547,334	\$0.3000	\$77,308,642	\$1.0400	\$1.3400	69,123	\$1,118.42
Brazoria	Brazosport	\$6,951,053,331	\$0.2153	\$14,965,618	\$1.0400	\$1.2553	12,505	\$1,196.77
Colorado / Lavaca	Weimar	\$284,213,976	\$0.2400	\$682,114	\$1.0400	\$1.2800	566	\$1,205.15
Brazoria / Galveston	Friendswood	\$2,232,162,498	\$0.3270	\$7,299,171	\$1.0400	\$1.3670	5,984	\$1,219.78
Ft. Bend	Stafford Municipal	\$2,071,715,612	\$0.2100	\$4,349,567	\$1.0401	\$1.2500	3,353	\$1,297.22
Brazoria	Angleton	\$2,125,533,797	\$0.4152	\$8,825,216	\$1.0400	\$1.4552	6,444	\$1,369.52
Brazoria	Sweeny	\$1,535,694,824	\$0.1717	\$2,636,788	\$1.0400	\$1.2117	1,917	\$1,375.48
Ft. Bend	Needville	\$628,777,103	\$0.6096	\$3,832,918	\$1.0400	\$1.6496	2,769	\$1,384.22
Ft. Bend / Austin	Brazos	\$318,798,017	\$0.3596	\$1,146,430	\$1.0401	\$1.3997	821	\$1,396.38
Austin / Washington	Burton	\$393,782,758	\$0.1300	\$511,918	\$1.0400	\$1.1700	365	\$1,402.51
Ft. Bend	Lamar Consolidated	\$10,752,396,857	\$0.3500	\$37,633,389	\$1.0401	\$1.3901	26,064	\$1,443.88
Ft. Bend / Waller / Harris	Katy	\$24,038,520,535	\$0.4000	\$96,154,082	\$1.1266	\$1.5266	64,408	\$1,492.89
Matagorda	Matagorda	\$243,741,151	\$0.1437	\$350,329	\$1.0200	\$1.1637	157	\$2,231.40
Matagorda	Tidehaven	\$1,295,126,637	\$0.2126	\$2,753,439	\$1.0050	\$1.2176	779	\$3,534.58
Avarage		\$2,554,855,501	\$0.1747	\$7,606,756	\$1.0529	\$1.2276	6,468	\$839.70

Governance	Review Progress Toward Improvement of Employee Performance Appraisal System
Summary	<p>Last April the Board was presented with a plan to improve the employee appraisal process to ensure that all employees were evaluated appropriately and in a timely manner. We are generally on track to make sure that this process is completed before employee recommendations are made beginning next February.</p> <p>At the Leadership Team meeting next week we will address this issue again and be checking to make sure that the employee appraisal process is where we need to be for this time of the school year.</p>
ECISD Board Policy	DN (LOCAL), PERFORMANCE APPRAISAL
Effective Date	October 20, 2014
Previous Board Action	Board has been presented with a plan for improvement of the employee performance evaluation process and periodic reports have been given on the progress.
Future Action Expected	None.
Background Information and Significant Issues	<p>Principal and Administrator Evaluations.</p> <ul style="list-style-type: none">• Self-Evaluations – completed• Peer Evaluations – completed• Formative evaluation – ongoing• Performance Goals – in progress• Formative conferences – prior to end of semester• Summative evaluations and conferences – to be completed prior to employment recommendations to the Board in February <p>Teacher Evaluation</p> <ul style="list-style-type: none">• PDAS Orientation – completed

- Teacher Self Report Section I – completed
- Classroom Walkthroughs – ongoing
- Evaluation Observations – ongoing
- Teacher In Need of Assistance Intervention Plan – by end of first semester
- Teacher Self Report Sections II and III – two weeks prior to Summative Conference
- Summative Annual Appraisal – no later than five working days before Summative Conference
- Summative Conference – no later than 15 working days before the last day of instruction

Fiscal Impact	Unknown.
Student and Public Benefit	Appropriate employee evaluations in a timely manner.
Procedural and Reporting Implications	None.
Public Comments	None.
Alternatives	None.
Other Comments and Related Issues	None.
Attachments	None.
Contact Person(s)	Mark Pool, Superintendent of Schools
Action Required	None.
Superintendent's Recommendation	This is an information item only. Mark Pool, Superintendent of Schools