

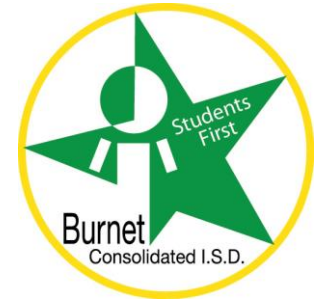
BURNET CONSOLIDATED I.S.D.

Regular Meeting

Monday, August 18, 2014 6:30 PM

Agenda of Regular Meeting

The Board of Trustees BURNET CONSOLIDATED I.S.D.



A Regular meeting of the Board of Trustees of BURNET CONSOLIDATED I.S.D. will be held August 18, 2014, beginning at 6:30 PM in the BCISD Board Room, 208 E. Brier, Burnet, Texas 78611.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. INVOCATION

Devlon Goodman, Associate Pastor, First Methodist Church of Bertram

2. PLEDGE OF ALLEGIANCE

3. CALL TO ORDER

4. ATTENDANCE (Sign In)

5. OPEN FORUM

Any interested citizen may use not more than three (3) minutes to present any subject that may affect the school district. However, if the subject is not on the agenda, no action or discussion can or will be taken. The item may be placed on the agenda for consideration at the next regular Board meeting upon request of the Board President. A total of 30 minutes will be allotted for this portion of the agenda.

6. COMMUNICATIONS AND REPORTS

A. Recognition of ACE After School Program (Reavis) 5

B. Financial Reports (Cervi) 6
Monthly Financial Statement, Fund Balance Report, Investment Report, Tax Collection Report, Extra-Curricular Trip Report, Check Register, Credit Card Report, Utility Reports, Attorney Invoices

C. Report on State Accountability Ratings (Reavis) 32

7. CONSENT AGENDA

Information on these items has been sent to the Board of Trustees for review prior to the meeting. Any Board member may pull any item from the Consent Agenda (without a second) for deliberation prior to consideration. Any item pulled will be considered with the action items on the agenda.

A. Board Minutes 33

B. Purchases in Excess of \$25,000.00 39

C. Approval of Resolution Adopting Authorized Broker List 40

8. BUSINESS ITEMS

A. Discussion and Possible Action regarding Approval to accept the certified appraisal rolls for tax year 2014 for the Burnet Consolidated Independent School District. (Cervi)	42
B. Discussion and Possible Action regarding Approval to accept the effective tax rate and rollback tax rate for tax year 2014 for Burnet Consolidated Independent School District. (Cervi)	46
C. Discussion and Possible Action regarding Adoption of 2014-15 school year budget. (Cervi)	48
D. Discussion and Possible Action regarding Approval of a Resolution to adopt a tax rate of \$1.2625 consisting of \$1.04 for maintenance and operations and \$.2225 for debt service for tax year 2014. (Cervi)	49
E. Discussion and Possible Action regarding Approval of purchase of Attendance Credits from TEA as District's Option for equalizing wealth level for Chapter 41 status. (Cervi)	51
F. Discussion and Possible Action regarding Approval of an Order calling a Bond Election for November 4, 2014. (Cervi)	52
G. Discussion and Possible Action regarding approval of Election Services Contract with Burnet County Elections Administrator and Joint Election Agreement. (McBurnett)	66
H. Discussion and Possible Action regarding approval of Election Services Contract with Llano County Elections Administrator and Joint Election Agreement. (McBurnett)	84
I. Discussion and Possible Action regarding approval of Election Services Contract with Williamson County Elections Administrator and Joint Election Agreement. (McBurnett)	100
J. Discussion and Possible Action regarding Approval of Appraisal Calendar. (Reavis)	116
K. Discussion and Possible Action regarding Approval of Final Budget Amendment. (Cervi)	118
L. Discussion and Possible Action regarding Approval to Assign Fund Balance for CTE. (Cervi)	119
M. Discussion and Possible Action regarding Approval to Unassign Fund Balance for HVAC Repairs and Replacements. (Cervi)	120
N. Discussion and Possible Action regarding Approval of Adult Meal Prices. (Cervi)	121
O. Discussion and Possible Action regarding Approval of Revisions to Board Policy DEC (LOCAL) Compensation and Benefits-Leaves and Absences. (Huffman)	122
P. Personnel (Huffman)	130
Board discussion could be held in Executive Session Under Texas Government Code, Section 551.074	
1. Employment of Professional Personnel	133
2. Report on professional staff resignations and transfers and at-will staff hirings, resignations, and transfers.	139
3. Discussion and Possible Action regarding Approval of Extension Addendum to the Superintendent's Contract.	

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, Texas Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). 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. [See BEC(LEGAL)]

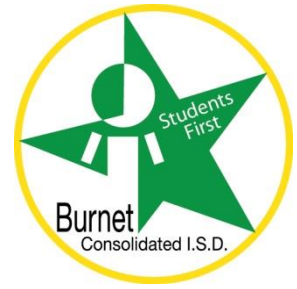
- §551.071 Private consultation with the Board's attorney.*
- §551.072 Discussing purchase, exchange, lease or value of real property.*
- §551.073 Discussing negotiated contracts for prospective gifts or donations.*
- §551.074 Discussing personnel or to hear complaints against personnel.*
- §551.076 Considering the deployment, specific occasions for, or implementation of, security personnel or devices.*
- §551.082 Considering discipline of a public school child, or complaint or charge against personnel.*
- §551.0821 To deliberate a matter regarding a public school student if personally identifiable information will be revealed.*
- §551.083 Considering the standards, guidelines, terms or conditions the Board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups.*
- §551.084 Excluding witnesses from a hearing.*

Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed or executive meeting or session, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or*
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.*

Keith McBurnett
Superintendent of Schools

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Information
Department: Curriculum and Instruction



Agenda Item #6A (Communications and Reports)

Recognition of the ACE Burnet County Consortium Team

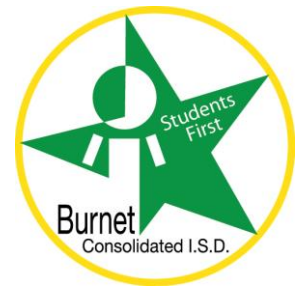
Summary

During the 21st Century Afterschool Centers for Education's July convention, the ACE Burnet County Consortium team received two awards; the Golden ACE Prime Award and our Project director received the ACE Project Director Award. We would like to recognize the entire ACE team at the Board meeting for this accomplishment.

Respectfully Submitted by:

Shelley Reavis
Elementary Curriculum Director

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Information
Department: Business Office



Agenda Item #6B (Communications and Reports)

Financial Reports

Summary

The monthly financial reports are included for your review.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

**BURNET CISD
MONTHLY FINANCIAL STATEMENT
FOR YEAR ENDED AUGUST 31, 2014**

GENERAL OPERATING FUND - 199

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	YTD TOTALS	BUDGET	AMT REM	USED/ REC
Revenues															
Local	127,488	1,146,379	1,370,929	7,424,077	6,256,435	1,464,200	566,404	195,439	253,877	252,498	229,844	19,287,569	19,493,777	206,208	99%
State	940,052	713,149	-	85,525	-	-	127,012	-	84,565	133,402	86,155	2,169,860	4,984,906	2,815,046	44%
Federal	2,116	5,693	5,229	12,991	10,864	673	4,123	4,687	22,502	16,497	2,613	87,988	291,348	203,360	30%
Other Resources	-	-	-	-	-	-	-	-	-	-	-	-	146,773	-	0%
Total Revenues	1,069,656	1,865,221	1,376,159	7,522,593	6,267,300	1,464,873	697,539	200,125	360,943	402,397	318,612	21,545,417	24,916,804	3,224,614	86%
Expenditures															
11 Instructional	1,023,137	1,071,408	1,017,915	998,901	999,187	1,002,063	1,016,873	1,036,940	1,071,899	891,634	958,572	11,088,529	12,819,278	1,730,749	86%
12 Library	18,056	22,365	12,922	20,405	24,764	15,660	14,924	17,888	17,403	17,720	13,785	195,891	228,869	32,978	86%
13 Staff Development	43,992	32,149	26,653	30,078	26,874	30,370	30,099	28,217	27,178	27,955	42,087	345,653	467,336	121,683	74%
21 Instructional Leadership	14,783	29,631	44,097	15,039	14,203	14,341	14,303	14,192	15,088	15,002	14,680	205,359	192,850	(12,509)	106%
23 Campus Administration	139,660	138,177	138,389	155,991	136,991	138,208	129,711	128,536	133,614	170,051	129,062	1,538,390	1,684,456	146,067	91%
31 Counseling	54,258	48,433	48,631	47,786	50,091	48,736	52,199	50,227	51,605	46,685	47,232	545,883	643,988	98,105	85%
33 Health Services	19,335	21,580	19,628	19,465	23,737	22,597	19,924	19,179	20,127	24,409	18,882	228,862	249,435	20,573	92%
34 Student Transportation	99,342	159,669	136,504	166,172	87,293	278,558	135,881	140,136	122,965	159,924	25,840	1,512,285	1,680,907	168,621	90%
35 Food Services	-	-	-	-	-	-	-	-	-	-	-	-	5,606	5,606	0%
36 Co-Curricular	149,163	92,958	78,733	67,185	83,564	96,032	89,887	72,643	74,985	61,221	49,391	915,762	994,710	78,949	92%
41 General Administration	107,589	91,725	88,559	123,438	127,987	133,619	87,423	112,502	100,617	106,819	85,307	1,165,585	1,268,300	102,715	92%
51 Plant Maintenance	261,579	282,597	158,816	372,536	359,122	231,916	249,444	286,576	244,385	271,324	225,508	2,943,802	3,653,606	709,804	81%
52 Security & Monitoring	-	14,436	13,281	-	12,161	-	6,081	6,081	6,080	-	-	58,120	61,926	3,806.34	94%
53 Data Processing	33,472	43,712	45,076	81,032	54,505	54,438	51,173	53,034	51,462	54,158	30,352	552,414	655,387	102,973	84%
61 Community Services	-	89.25	202	369	934	(13)	-	-	240	263	-	2,085	5,150	3,065	40%
71 Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
99 TAX APPRAISALS COSTS	67,300	-	31,670	66,859	-	66,979	-	-	121	72,071	-	305,000	305,000	0	100%
00 Other Uses	(289.00)	(1,790)	(247)	(4,305)	(959)	(2,671)	(115)	(4,161)	(115)	(524)	(532)	(15,706)	-	15,706	0%
Total Expenditures	2,031,378	2,047,139	1,860,829	2,160,951	2,000,455	2,130,833	1,897,806	1,961,990	1,937,653	1,918,713	1,640,167	21,587,913	24,916,804	3,328,891	87%

Cash and Investment Balances:	<u>July 31, 2014</u>
Local Maintenance	\$ 10,767,417
Food Service Fund	613,372
Debt Service Fund	1,679,704
Student Activity/Special Fund	577,639
Employee Health Insurance	50,911
Workers' Compensation	141,150
Total	<u>\$ 13,830,194</u>

Recap of Other Resources:

Rolled into Budget from Assigned Fund Balance:		
Facility Needs Assess	31,082	Function 51
HVAC	4,013	Function 51
Assigned Fund Balance for HVAC Repairs 5/19/14:		
HVAC	111,678	Function 51

**BURNET CISD
MONTHLY FINANCIAL STATEMENT
FOR YEAR ENDED AUGUST 31, 2014**

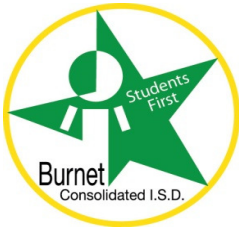
FOOD SERVICE FUND - 240

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	YTD TOTALS	BUDGET	AMT REM	USED/ REC
Revenues															
Local	80,092	64,884	50,553	42,467	63,536	47,326	47,702	144,406	58,022	2,359	95	601,442	515,000	(86,442)	117%
State	-	-	-	-	-	-	10,226	-	-	-	-	10,226	10,600	374	96%
Federal	-	132,355	157,965	123,764	98,095	116,604.27	132,687	-	264,429	138,415.38	8,963	1,173,278	1,325,581	152,303	89%
Other Resources-Fund Bal.	-	-	-	-	-	-	-	-	-	-	-	-	51,268	-	0%
Total Revenues	80,092	197,239	208,519	166,231	161,631	163,930	190,615	144,406	322,451	140,775	9,058	1,784,947	1,902,449	66,234	94%
Expenditures															
35 Food Services	108,037	150,420	170,003	136,761	148,241	141,375	138,446	147,763	179,572	138,262	67,651	1,526,531	1,882,443	355,912	81%
00 Indirect Costs	-	-	-	-	-	-	-	-	-	-	-	-	21,366	21,366	0%
Total Expenditures	108,037	150,420	170,003	136,761	148,241	141,375	138,446	147,763	179,572	138,262	67,651	1,526,531	1,903,809	377,278	80%

DEBT SERVICE FUND - 599

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	YTD TOTALS	BUDGET	AMT REM	USED/ REC
Revenues															
Local	16,106	233,564	284,977	1,588,518	1,337,671	303,400	111,798	40,662	50,607	43,644	41,112	4,052,059	3,602,111	(449,948)	112%
Other Resources	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	16,106	233,564	284,977	1,588,518	1,337,671	303,400	111,798	40,662	50,607	43,644	41,112	4,052,059	3,602,111	(449,948)	112%
Expenditures															
71 Debt Services	-	-	-	-	554,556	-	-	-	-	-	3,044,556	3,599,111	3,599,111	(0)	100%
00 Other Uses	(133)	(97)	(113)	(117)	(1,330)	(54)	(48)	(46)	(48)	-	(220)	(2,204)	-	2,204	0%
Total Expenditures	(133)	(97)	(113)	(117)	553,226	(54)	(48)	(46)	(48)	-	3,044,556	3,596,907	3,599,111	2,204	100%

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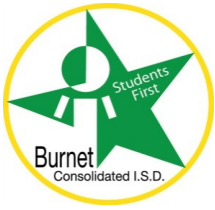


**Estimated Fund Balance - General Fund
7/31/2014**

Audited Fund Balance as of 8/31/13	\$ 8,349,096
Less Assigned Fund Balance	(266,337)
199-3550 Assigned Fund Balance - Construction	
Facility Needs Assessment-Board Approved 3/18/13	(31,082)
199-3590 Assigned Fund Balance - Other	
CTE Expenditures-Board Approved 4/15/13	(119,563)
HVAC Replacement Project-Board Approved 8/12/13	(4,014)
HVAC Replacement Project-Board Approved 5/19/14	(111,678)
	<u>(266,337)</u>
Less Inventories	(115,323)
Less Prepaid Items	(201,748)
Unassigned Fund Balance	<u>\$ 7,765,688</u>
Optimum Fund Balance (3 months operating expenses)	\$ 5,871,312
Difference	\$ 1,894,376

Project	Approved	Actual	Balance
CTE	119,563		119,563
Facility Needs Assessment	31,082	31,904	(822) *
HVAC Repairs 8/12/13	4,013	8,894	(4,881) *
HVAC Repairs 5/19/14	111,678	32,308	79,370

*Any amounts overspent will come from budgeted funds.



**Estimated Fund Balance - Child Nutrition Program
7/31/2014**

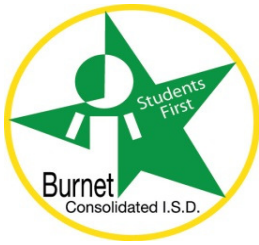
Audited Fund Balance 8/31/13	\$ 422,220
240-3450 Restricted Fund Balance-for the use of Federal Program only	
Less Assigned Fund Balance	(51,268)
Repairs on various equipment at Bertram Elementary-Board Approved 11/18/13	(4,145)
Repairs on various equipment at Burnet High School-Board Approved 11/18/13	(6,557)
Repairs on various equipment at Burnet Middle School-Board Approved 11/18/13	(15,137)
Repairs on various equipment at RJ Richey Elem. School-Board Approved 11/18/13	(10,429)
Replacement of Dishwasher at Burnet Middle School-Board Approved 11/18/13	(15,000)
	<hr style="width: 100%; border: 0.5px solid black;"/>
	(51,268)
Less Inventories	(91,790)
Unassigned Fund Balance*	<u>\$ 279,162</u>

Recap of Board Action on 11/18/13

Project	Approved	Actual	Balance**
Bertram	4,145	3,754	391
Burnet High School	6,557	6,533	24
Burnet Middle School	15,137	15,210	(73)
Burnet Middle School replace dishwasher	15,000	14,973	27
RJ Richey	10,429	10,480	(51)

*Cannot exceed \$460,000 which is three months operating funds

**Any amounts overspent will come from Food Service budget



**Estimated Fund Balance - Debt Service Fund
7/31/2014**

Audited Fund Balance 8/31/13	\$ 1,225,593
599-3480 Restricted Fund Balance-for the use of the retirement of debt only	
Unassigned Fund Balance	<u>\$ 1,225,593</u>

Note: Debt Service fund balance is restricted for the retirement of debt.

Burnet CISD

Investment Report

For the Month Ended July 31, 2014

GENERAL FUND

SETTLEMENT DATE	SECURITY	MATURITY	PAR VALUE	RATE	YIELD	S&P Rating	SETTLEMENT COST	ACC INT To Date	ACC INT Current	ACC'D INT BALANCE
3/16/2012	CD-First State Bank of Burnet	3/16/2015	106,685	0.700%	0.700%		100,000.00	6,685.12		6,685.12
4/16/2012	CD-Wells Fargo Public Funds	4/30/2016	205,688	1.250%	1.250%		200,000.00	5,688.07		5,688.07
1/23/2013	CD-Golman Sachs Bank NY	1/23/2015	240,000	0.700%	0.700%	AAA	240,000.00	695.01	142.68	837.69
4/1/2013	Hollow Rock-Bruceton TN SPL SC **	4/1/2015	270,000	3.000%	0.500%	AA-	283,413.60	-	114.66	-
			<u>\$ 822,373</u>				<u>\$ 823,413.60</u>	<u>\$ 13,068.20</u>	<u>\$ 257.34</u>	<u>\$ 13,210.88</u>

** \$3,737.96 Premium Remaining

12

DEBT SERVICE FUND

599-1120

599-1250-01

SETTLEMENT DATE	SECURITY	MATURITY	PAR VALUE	RATE	YIELD	S&P Rating	SETTLEMENT COST	ACC INT To Date	ACC INT Current	ACC'D INT BALANCE
3/16/2012	CD-First State Bank of Burnet	3/16/2015	106,685	0.700%	0.700%		100,000.00	6,685.12		6,685.12
4/16/2012	CD-Wells Fargo Public Funds	4/30/2016	205,688	1.250%	1.250%		200,000.00	5,688.07		5,688.07
			<u>\$ 312,373</u>				<u>\$ 300,000.00</u>	<u>\$ 12,373.19</u>	<u>\$ -</u>	<u>\$ 12,373.19</u>

Sarah Cervi
 Sarah Cervi, Director of Business & Finance
8/10/14
 Date

Deidra Hall
 Deidra Hall, Accountant
8/10/14
 Date

The District's investment portfolio is in compliance with Board policy CDA Legal and Local and relevant provisions of Government Code, Chapter 2256.

Burnet CISD

TexPool Account Analysis

For the Month Ended July 31, 2014

Account Name	Beginning Balance 7/1/2014	Monthly Interest Earned	Monthly Deposits	Monthly Withdrawals	Ending Balance 7/31/2014
Local Maintenance	6,425,939.25	159.21	279,409.30	(2,128,313.99)	4,577,193.77
Debt Service	3,689,095.47	58.51	128,313.99	(3,000,000.00)	817,467.97
Special Activity	300,219.55	7.95	-	-	300,227.50
Workers' Compensation	57,528.55	1.55	-	-	57,530.10
Employee Health Insurance	5,103.42	0.01	-	-	5,103.43
GRAND TOTAL	\$ 10,477,886.24	\$ 227.23	\$ 407,723.29	\$ (5,128,313.99)	\$ 5,757,522.77

**BURNET CISD
COLLECTION REPORT
JULY 2014**

CURRENT YEAR	BASE	P & I	COLL FEE	ADJUSTMENTS
SEPTEMBER	-	-	-	-
OCTOBER	1,223,083.11	-	-	(49,564.21)
NOVEMBER	1,543,500.70	-	-	(15,773.98)
DECEMBER	8,921,825.82	-	-	(10,598.63)
JANUARY	7,546,699.03	-	-	(4,113.45)
FEBRUARY	1,627,522.24	35,164.10	530.75	(13,773.52)
MARCH	548,882.50	41,676.22	303.70	(4,409.76)
APRIL	176,228.21	17,202.56	1,594.53	(5,214.30)
MAY	231,199.28	20,834.48	170.62	3,603.02
JUNE	139,231.12	17,414.65	456.66	(3,573.47)
JULY	155,288.34	15,063.24	14,003.96	(343.01)
AUGUST				
YEAR TO DATE	22,113,460.35	147,355.25	17,060.22	(103,761.31)
DELINQUENT YEARS	BASE	P & I	COLL FEE	ADJUSTMENTS
SEPTEMBER	72,327.60	17,612.85	14,596.98	(4,884.19)
OCTOBER	74,699.95	26,849.60	18,199.15	(8,007.54)
NOVEMBER	52,327.53	14,883.81	12,252.53	(4,264.98)
DECEMBER	67,416.92	9,100.92	7,025.31	(45.96)
JANUARY	28,683.68	6,675.69	5,260.06	(2,115.90)
FEBRUARY	40,403.90	17,389.08	11,236.83	(9,385.99)
MARCH	27,418.02	9,087.59	6,925.97	(1,578.38)
APRIL	25,017.23	9,070.52	6,440.57	(2,880.59)
MAY	27,087.29	7,140.62	5,421.89	9,669.16
JUNE	74,997.21	16,920.90	9,136.88	(913.49)
JULY	37,413.65	17,484.22	10,143.32	724.47
AUGUST				
YEAR TO DATE	527,792.98	152,215.80	106,639.49	(23,683.39)
REFUNDS				
SEPTEMBER		MARCH		
OCTOBER		APRIL		
NOVEMBER		MAY		
DECEMBER				
JANUARY		JULY		
FEBRUARY		AUGUST		
SUB-TOTAL	-		0.00	
YEAR TO DATE	-			

STAN HEMPHILL CHIEF APPRAISER/ TAX ASSESSOR-COLLECTOR.

**BURNET CISD COUNTY EDUCATION DISTRICT
COLLECTION REPORT
JULY 2014**

CURRENT	BASE	P & I	COLL FEE	TOTAL
SEPTEMBER				
OCTOBER				
NOVEMBER				
DECEMBER				
JANUARY				
FEBRUARY				
MARCH				
APRIL				
MAY				
JUNE				
JULY				
AUGUST				
YEAR TO DATE	-	-	-	-
DELINQUENT YEARS	BASE	P & I	COLL FEE	ADJUSTMENTS
SEPTEMBER	-	-	-	-
OCTOBER	82.68	215.79	59.69	-
NOVEMBER	-	-	-	-
DECEMBER	3.37	9.28	2.53	-
JANUARY	4.06	10.99	3.01	-
FEBRUARY	4.44	11.76	3.24	-
MARCH	0.53	1.41	0.39	-
APRIL	-	-	-	-
MAY	-	-	-	-
JUNE	12.93	35.51	9.69	-
JULY	-	-	-	-
AUGUST				
YEAR TO DATE	108.01	284.74	78.55	-
REFUNDS				
SEPTEMBER	-	MARCH		
OCTOBER		APRIL		
NOVEMBER	-	MAY		
DECEMBER		JUNE		
JANUARY		JULY		
FEBRUARY		AUGUST		
SUB-TOTAL	-		0	
YEAR TO DATE	-			

STAN HEMPHILL - CHIEF APPRAISER/ TAX ASSESSOR-COLLECTOR.

EXTRACURRICULAR TRIP REPORT
JULY 2014

DATE	DESTINATION	GROUP	DRIVER NAME	VEH. #	MILES	BUDGET ACCOUNT	COST
7/2/2014	WATERPARK BELTON	YMCA SUMMER CAMP	RHONDA PEARSON	106	146.6	TO BE BILLED AFTER ALL TRIPS	\$ 309.90
7/14/2014	GLEN ROSE	HILL COUNTRY FELLOWSH	RHONDA PEARSON	106	246.3	BILLED 7/21/2014	\$ 451.45
7/14/2014	UT AUSTIN	BHS HISTORY	CLINT MULLHOLLEN	58	437.0	199-11-6411.00-001-4-22-0-00	\$ 218.50
7/14/2014	FT WORTH	BHS FFA	JOE VAN	89	524.0	865-11-6399.03-001-4-00-A-AB	\$ 262.00
7/14/2014	FT WORTH	BHS FFA	EVANS	89	525.0	865-11-6399.03-001-4-00-A-AB	\$ 262.00
7/14/2014	FT WORTH	BHS FFA	ARRINGTON	89	544.0	865-11-6399.03-001-4-00-A-AB	\$ 272.00
7/17/2014	LONGHORN CAVERNS	YMCA SUMMER CAMP	TIM LEBOEUF	9	25.7	TO BE BILLED AFTER ALL TRIPS	\$ 98.55
7/17/2014	ROUND ROCK	BHS BAND	JASON JONES	94	82.0	199-36-6494.00-001-4-99-B-AN	\$ 41.00
7/17/2014	ROUND ROCK	BHS BAND	MICHAEL OREKA	77	81.0	199-36-6494.00-001-4-99-B-AN	\$ 40.50
7/17/2014	SAN ANTONIO	PRE K TEACHERS	TRACI BEACH	67	203.0	199-13-6399.00-101-4-11-0-00	\$ 101.50
7/18/2014	PICK UP FROM GLEN ROSE	HILL COUNTRY FELLOWSH	RHONDA PEARSON	106	247.1	BILLED 7/21/2014	\$ 440.65
7/20/2014	FT WORTH	RJ RICHEY TEACHERS	CHARLA SCHOOLER	94	419.3	199-11-6494.00-104-4-11-0-00	\$ 209.65
7/20/2014	SAN ANTONIO	BHS FOOTBALL	KEVIN HALL	84	203.0	199-36-6411.00-001-4-91-0-00	\$ 101.50
7/20/2014	SAN ANTONIO	BHS FOOTBALL	COREY BLEDSOE	83	210.0	199-36-6411.00-001-4-91-0-00	\$ 105.00
7/20/2014	SAN ANTONIO	BHS FOOTBALL	BILLY COOK	84	210.0	199-36-6411.00-001-4-91-0-00	\$ 105.00
7/20/2014	AUSTIN	BHS UIL	BETTY SUE SMALLWOOD	79	147.0	199-36-6494.00-001-4-99-U-IL	\$ 73.50
7/21/2014	PASEDNA	AGILE MIND CONFERENCE	MELANIE YOUNGER	58	269.0	199-11-6411.00-901-4-11-0-AM	\$ 269.00
7/23/2014	FORT WORTH	ACE	RACHEL DENTON	63	356.0	199-34-6494.00-001-4-99-B-AN	\$178.00
7/27/2014	SAN ANTONIO	BHS BAND	JASON JONES	64	216.0	199-36-6494.00-001-4-99-B-AN	\$108.00
7/28/2014	SAN ANTONIO	BHS BAND	JASON JONES	88	203.4	199-34-6494.00-001-4-99-B-AN	\$ 101.70
7/28/2014	SAN ANTONIO	BHS BAND	MICHAEL OREKA	89	203.4	199-34-6494.00-001-4-99-B-AN	\$ 101.70
7/29/2014	DALLAS	BHS FCS DEPARTMENT	AMY GRANT	58	385.0	199-11-6412.00-001-4-22-0-FD	\$ 192.50
7/31/2014	BELTON	YMCA SUMMER CAMP	TIM LEBOEUF	106	147.1	TO BE BILLED AFTER ALL TRIPS	\$ 305.65
					6,030.9		\$ 4,349.25

**Burnet CISD
Check Register
July 2014**

Check No.	Check Date	Vendor Name	Account Code	Description	Amount
104959	20140716	Steve Weiss Music	199 11 6399 00 001 4 11 B AN	Percussion Supplies - Band	1,904.30
104960	20140716	Jerod Rye	865 36 6399 SC 001 4 00 0 FB	FB Camp - Official	249.00
104963	20140721	Stefany Austin	199 36 6411 00 001 4 91 0 00	Reimb Expenses Trainer Conference	297.46
104964	20140721	Jason Jones	199 36 6411 00 001 4 99 B AN	Meals-Band Convention 7/21-28	204.00
104964	20140721	Jason Jones	199 36 6494 00 001 4 99 B AN	Student Meals-Band Conv-7/21-28	192.00
104965	20140721	Lakeshore Learning	199 11 6399 00 101 4 24 0 LA	Reading Materials	1,652.55
104966	20140721	Lowe's	199 11 6399 00 101 4 11 0 00	18.3 Refrigerator-Burnet Elem.	545.19
104966	20140721	Lowe's	865 36 6399 SC 001 4 00 0 FB	Athletic Supplies	179.55
104967	20140721	Texas Bandmasters Assoc	199 36 6411 00 001 4 99 B AN	Convention Registration	300.00
104967	20140721	Texas Bandmasters Assoc	199 36 6494 00 001 4 99 B AN	Convention-Student Registration	180.00
104980	20140724	AdvancePierre Foods, Inc.	240 35 6341 00 888 4 99 0 00	Food Items for Cafeterias	1,179.06
104981	20140724	Janice Autrey	199 34 6219 DP 905 4 99 0 00	Bus Driver Physicals	40.00
104982	20140724	Traci Beach	199 13 6399 00 101 4 11 0 00	Meals-Frog St. Splash Conference	21.20
104983	20140724	Borden	240 35 6341 00 888 4 99 0 00	Milk Order for Cafeterias	711.79
104984	20140724	Butterkrust Bakery, Inc	240 35 6341 00 888 4 99 0 00	Bread Orders for Cafeterias	67.52
104985	20140724	Cirkiel & Associates, P.C.	199 41 6211 00 701 4 99 0 00	Legal Fees	2,000.00
104986	20140724	Caron Coursey	199 34 6219 DP 905 4 99 0 00	Bus Driver Physical	40.00
104987	20140724	Cindy Edwards	199 36 6399 00 001 4 91 A TR	CPR/AED Cards	38.17
104987	20140724	Cindy Edwards	865 36 6399 00 001 4 00 A TR	CPR/AED Cards	21.83
104988	20140724	H.H. - Removed for Privacy	199 11 6499 00 901 4 23 0 ME	Mediation Reimbursement	2,723.92
104989	20140724	Pamela Holcomb	240 35 6399 00 888 4 99 0 00	Office Supplies	110.46
104990	20140724	Kerr County Produce	240 35 6341 00 888 4 99 0 00	Produce Orders for Cafeterias	273.13
104991	20140724	Labatt Food Service	240 35 6341 00 888 4 99 0 00	Food /Materials for Cafeterias	2,917.47
104991	20140724	Labatt Food Service	240 35 6342 00 888 4 99 0 00	Food /Materials for Cafeterias	354.96
104992	20140724	Marble Falls Glass & Mirror	199 51 6219 00 907 4 99 0 00	Glass replacement-Front Door	253.22
104993	20140724	Mark's Plumbing Parts	199 51 6399 04 907 4 99 0 00	Parts to repair Fountain	137.99
104994	20140724	Joe Martinez	199 34 6411 00 905 4 99 0 00	Meals-Training 7/22	17.30
104995	20140724	Marianna McNamara	199 13 6399 00 101 4 11 0 00	Meals-Frog St. Splash Conf	27.05
104996	20140724	DWN Ventures LLC	199 51 6219 00 907 4 99 0 00	Refinishing Gym Floors	3,000.00
104996	20140724	DWN Ventures LLC	199 51 6219 00 907 4 99 0 00	Sand, Seal, Repaint Main Gym	14,000.00
104997	20140724	Quality Overhead Door	199 51 6219 00 907 4 99 0 00	Replace door at warehouse	850.00
104998	20140724	Quill Corp	199 36 6399 00 001 4 91 0 00	Athletic Office Supplies	630.91
104998	20140724	Quill Corp	199 41 6399 00 750 4 99 0 00	14 Clocks for Central Office & Board Rm	276.00
104999	20140724	Patricia Rex	199 34 6219 DP 905 4 99 0 00	Bus Driver Physical	40.00
105000	20140724	Robert Madden Inc	199 51 6399 04 907 4 99 0 00	Repair to A/C Unit in BHS Auditorium	416.51
105001	20140724	Spectrum	199 51 6219 00 907 4 99 0 00	Scoreboard Inspection	650.00
105002	20140724	Texas Fleet Fuel	199 34 6311 01 905 4 99 0 00	Fuel	616.27
105002	20140724	Texas Fleet Fuel	199 51 6311 00 907 4 99 0 00	Fuel	443.03
105003	20140724	Lonell Thorp	199 34 6219 DP 905 4 99 0 00	Bus Driver Physicals	40.00
105004	20140724	Donald Thorp	199 34 6219 DP 905 4 99 0 00	Bus Driver Physical	40.00
105005	20140724	Wal-Mart	199 11 6399 00 901 4 23 E SY	Summer School Supplies	28.02
105005	20140724	Wal-Mart	199 34 6399 00 905 4 99 0 00	Office Supplies	33.28
105005	20140724	Wal-Mart	865 36 6399 00 001 4 00 C HL	Cheer Camp Supplies	187.35
105005	20140724	Wal-Mart	865 36 6399 00 041 4 00 B YS	Supplies for Ath. Dept	262.03
105006	20140724	Weldon, Williams & Lick,	199 00 1410 00 000 4 00 0 00	2014-2015 Football Tickets	1,764.00
105006	20140724	Weldon, Williams & Lick,	865 11 6399 00 999 4 00 0 JJ	2014-2015 Football Tickets	237.29
105007	20140724	Winzer Corporation	199 34 6311 02 905 4 99 0 00	Assorted Small Parts - Transportation	306.25
105007	20140724	Winzer Corporation	199 34 6311 02 905 4 99 0 00	Assorted Small Parts - Transportation	366.20
105008	20140724	XLR8	199 51 6219 00 907 4 99 0 00	Embroidery Cust/Maint Uniforms	35.00
105008	20140724	XLR8	865 36 6399 SC 001 4 00 0 FB	Gloves/Shirts/Windbreakers	1,682.00
105009	20140731	A Plus Outdoor Power	199 51 6399 05 907 4 99 0 00	Repair parts for sprayer	213.49
105010	20140731	American Express	199 00 2110 AE 000 4 00 0 00	American Express Payables	113,780.85
105011	20140731	Apple Education, Apple Inc	199 11 6395 00 901 4 23 L AP	IPADs for Life Skills classrooms	1,422.00
105011	20140731	Apple Education, Apple Inc	199 31 6399 00 003 4 24 0 00	IPAD & Warranty - Quest	474.00
105012	20140731	AT&T	199 53 6256 00 805 4 99 0 LT	Telephone Service 7/19	40.18
105013	20140731	Atmos Energy	199 51 6258 00 907 4 99 0 00	Gas	644.00
105014	20140731	Automotive Workwear, Inc.	199 51 6399 00 913 4 99 0 00	Uniforms Shirts	102.27
105015	20140731	Bells Int'l	199 00 5752 00 000 4 00 0 00	3X3 Decal Parking Stickers	190.21
105016	20140731	Buckeye Cleaning Center	199 51 6399 00 913 4 99 0 00	Summer Cleaning Supplies	1,903.01
105017	20140731	Hayden Buller	199 13 6399 00 101 4 11 0 00	Meals-Frog St. Splash Conf	22.74
105018	20140731	Norma Cardona	199 11 6411 00 101 4 11 0 00	Meals-Frog St. Splash Conf	41.00

**Burnet CISD
Check Register
July 2014**

Check No.	Check Date	Vendor Name	Account Code	Description	Amount
105019	20140731	Climatec, LLC	199 51 6399 04 907 4 99 0 00	Repairs-A/C	505.00
105020	20140731	Condor Document	199 51 6219 00 907 4 99 0 00	Campus Wide Shredding	1,455.00
105021	20140731	Consolidated Water	199 41 6399 00 750 4 99 0 00	25 Gallons Bottled Water	11.25
105021	20140731	Consolidated Water	199 51 6399 00 907 4 99 0 00	Bottled Water	15.75
105022	20140731	D & W Printing	199 11 6399 00 001 4 11 0 00	Drug Testing Forms	451.00
105022	20140731	D & W Printing	199 31 6399 00 001 4 99 0 00	Scholarship/Transcript Paper	69.00
105022	20140731	D & W Printing	240 35 6219 00 888 4 99 0 MP	Menu Calendars for Cafeterias	1,814.00
105022	20140731	D & W Printing	240 35 6219 00 888 4 99 0 MP	Meal Applications for Cafeterias	1,895.00
105023	20140731	Dell Computer Corporation	199 53 6249 00 805 4 99 0 00	Server Backup Support	1,365.00
105024	20140731	Edgar Flower Shop	865 11 6399 AC 041 4 00 0 00	Awards Ceremony Flowers	100.00
105025	20140731	Elementary Schoolmate	865 11 6399 AC 750 4 00 0 00	10,000 Printed School Calendar	1,500.00
105026	20140731	Elliott Electric Supply	199 51 6399 04 907 4 99 0 00	Floor Fxtr Under Bleachers	99.70
105026	20140731	Elliott Electric Supply	199 51 6399 04 907 4 99 0 00	Replacement Lights for Auditorium	1,980.00
105026	20140731	Elliott Electric Supply	199 51 6399 04 907 4 99 0 00	Dish Washer Hook-up	246.97
105027	20140731	Ewing	199 51 6219 00 907 4 99 0 00	Soil Test-Diagnostic	41.90
105028	20140731	Stephanie Lynn Figioli	199 11 6219 00 901 4 23 E SY	Contract Occupational Therapy-July	325.00
105029	20140731	Frontline Technologies	199 00 1410 00 000 4 00 0 00	VeriTime Annual Subscription	5,500.00
105030	20140731	Get Poms	865 36 6399 00 001 4 00 C HL	140 PomPoms-Cheerleaders	2,023.00
105031	20140731	Handwriting Without Tears	199 11 6399 00 102 4 11 0 00	Instructional materials	122.70
105032	20140731	Hawthorne Educational	199 13 6399 00 901 4 99 0 00	Learning Intervention Manuals	230.00
105033	20140731	Hill Country Auto Glass	199 34 6311 02 905 4 99 0 00	Window Repairs	43.74
105033	20140731	Hill Country Auto Glass	199 34 6311 02 905 4 99 0 00	Side Window Repairs	80.75
105034	20140731	Paul Hoaglin	199 34 6219 DP 905 4 99 0 00	Reimburse CDL Physical	40.00
105035	20140731	Hoffpauir Outdoor	199 51 6399 05 907 4 99 0 00	Trimmer/X-line cord/Supplies	583.36
105036	20140731	Ariella Horner	865 36 6399 SC 001 4 00 0 VB	Volleyball Camp worker	248.00
105037	20140731	Hull Supply	199 23 6399 00 001 4 99 W AL	Office Privacy Wall/Door BHS Office	514.23
105038	20140731	Johnson Sewell	199 34 6311 02 905 4 99 0 00	Parts-Valve	39.16
105039	20140731	Lead4Ward, Llc	211 13 6219 00 901 4 24 0 00	Membership fees	2,000.00
105040	20140731	Julie Malina	199 13 6411 00 104 4 11 0 00	Meals-CAMT Ft. Worth	99.00
105041	20140731	Marble Falls Glass &	199 51 6219 00 907 4 99 0 00	Replace broken window at BES	173.33
105042	20140731	Mark's Plumbing Parts	199 51 6399 04 907 4 99 0 00	Repairs on Water Fountains	71.15
105042	20140731	Mark's Plumbing Parts	199 51 6399 04 907 4 99 0 00	Repair Parts for Restrooms	96.60
105043	20140731	Master Screen Graphics	865 11 6399 AC 102 4 00 0 00	62-Black T-shirts - Bertram	639.84
105044	20140731	Minute Man Rentals	199 11 6399 00 001 4 22 0 00	Blower Rental	30.00
105044	20140731	Minute Man Rentals	199 51 6269 00 907 4 99 0 00	Equip. Rental-Lift Scissor	700.13
105044	20140731	Minute Man Rentals	865 11 6399 AC 041 4 00 0 00	SnoCone MachineRental/Table covers	88.00
105045	20140731	Bonnie Morris	199 34 6399 00 905 4 99 0 00	Key Tags/Roldex Card Holder	28.03
105046	20140731	MRS Communications	199 11 6399 00 003 4 24 0 00	3- 2 Way Radios-Quest	1,114.50
105046	20140731	MRS Communications	199 23 6399 00 041 4 99 R AD	Radio Repairs-BMS	404.75
105047	20140731	MSB Services	199 13 6411 00 901 4 23 0 00	Toll Fees	4.72
105048	20140731	Music Theatre	865 11 6399 00 001 4 00 D RA	Royalty-3 Performances/Mat.	2,670.00
105049	20140731	Bill Neve	199 11 6411 00 001 4 22 0 00	Mileage-Project Lead the Way Train.	114.50
105050	20140731	Opella, Janice	199 11 6499 00 901 4 23 0 ME	Mediation Reimbursement-ARD	350.00
105051	20140731	Peachtree Business	865 11 6399 AC 001 4 00 0 00	Parking Stickers-Students	405.94
105052	20140731	Pedernales Electric Coop	199 51 6257 00 907 4 99 0 00	Electricity-Bertram	4,902.08
105053	20140731	Praxair Distribution Inc	199 51 6399 04 907 4 99 0 00	Welding Supplies	26.72
105054	20140731	Quill Corp	199 34 6399 00 905 4 99 0 00	Office Supplies	322.33
105055	20140731	Rally Athletic Bags	199 36 6399 00 001 4 91 F TB	Pro Varsity Duffle Bags (50)	1,900.00
105056	20140731	Robert Madden Inc	199 51 6399 00 999 4 99 B UD	Air conditioning Supplies	269.92
105056	20140731	Robert Madden Inc	199 51 6399 00 999 4 99 B UD	A/C Compressor	2,653.80
105056	20140731	Robert Madden Inc	199 51 6399 00 999 4 99 B UD	Trane Blower Motor-A/C	351.25
105056	20140731	Robert Madden Inc	199 51 6399 00 999 4 99 B UD	A/C- Heat Pump/Grille	905.00
105056	20140731	Robert Madden Inc	199 51 6399 00 999 4 99 B UD	A/C Blower Motor-Fieldhouse	188.00
105056	20140731	Robert Madden Inc	199 51 6399 00 999 4 99 B UD	A/C Blower Motor-BHS	337.13
105056	20140731	Robert Madden Inc	199 51 6399 00 999 4 99 B UD	A/C Motor/Fan/Bracket-BMS Gym	2,488.88
105057	20140731	Sam's Club Direct	199 13 6399 00 901 4 99 0 00	Classroom supplies	43.00
105057	20140731	Sam's Club Direct	199 41 6399 00 750 4 99 0 00	Central Office Supplies	151.08
105058	20140731	Junior Savell	199 51 6219 00 907 4 99 0 00	Bird Control at BHS A-Bldg	2,865.00
105059	20140731	School Outfitters	199 41 6399 00 750 4 99 0 00	Lettering for Display (CO)	26.59
105060	20140731	Schooldude.Com	199 00 1410 00 000 4 00 0 00	Renewal-Service 14/15	2,022.75
105061	20140731	Shell Fleet Plus	199 34 6311 01 905 4 99 0 00	Fuel Charges	202.84

**Burnet CISD
Check Register
July 2014**

Check No.	Check Date	Vendor Name	Account Code	Description	Amount
105062	20140731	Smile Makers	199 11 6399 00 101 4 11 0 00	Stickers/Pencil-Student Birthdays	208.48
105063	20140731	Systems Design	240 35 6249 01 888 4 99 0 SD	Lunch Money Now Fees	559.50
105064	20140731	TCEA	199 53 6411 00 805 4 99 0 00	Google APPS Certification	300.00
105065	20140731	Texas A&M University	865 11 6399 ST 001 4 00 0 00	Scholarship (H. Wilson)	400.00
105066	20140731	Texas Comptroller	199 41 6495 00 740 4 99 0 00	Tx Coop Purchasing Dues	100.00
105067	20140731	Texas FFA	199 11 6399 00 001 4 22 0 00	Supplies	45.00
105068	20140731	Texas Multi-Chem, Ltd	199 51 6399 05 907 4 99 0 00	Green Keeper for Grounds	3,604.20
105069	20140731	Toshiba Services	199 41 6269 00 750 4 99 0 00	Monthly Lease-Copier	74.00
105070	20140731	Triple 'C' Feeds	865 11 6399 03 001 4 00 A AB	Cattle Supplies	166.60
105071	20140731	University of Texas	865 11 6399 ST 001 4 00 0 00	Scholarship (J. Lopez)	400.00
105072	20140731	V-Quest	199 41 6399 00 750 4 99 0 00	Office supplies	131.98
105072	20140731	V-Quest	199 41 6399 00 750 4 99 0 00	Office Supplies	256.80
105073	20140731	Wells Fargo VISA	199 21 6399 00 901 4 23 0 00	Materials	20.25
105073	20140731	Wells Fargo VISA	199 41 6399 00 750 4 99 0 00	Office Supplies	119.98
105074	20140731	Wells Fargo VISA	199 41 6399 00 702 4 99 0 00	Meal for Board Meeting	32.00
105075	20140731	Wells Fargo VISA	865 36 6399 00 001 4 00 C HL	Cheerleading Supplies	491.47
105076	20140731	Winzer Corporation	199 34 6311 02 905 4 99 0 00	Parts for Transportation Dept.	15.90
105077	20140731	XLR8	199 34 6499 00 905 4 99 0 00	Transp. Dept. uniforms-jackets	1,798.80
105077	20140731	XLR8	199 36 6399 00 001 4 91 S WI	13 Bags Embroidery-Swim Team	91.00
105077	20140731	XLR8	865 36 6399 00 001 4 00 C HL	151 T-Shirts-Cheerleaders	1,338.60
105077	20140731	XLR8	865 36 6399 SC 001 4 00 0 BB	108 T-Shirts-Basketball Camp	657.00
105077	20140731	XLR8	865 36 6399 SC 001 4 00 0 VB	60-T-Shirts-two color - Vball Camp	570.00
105078	20140731	American Express	199 00 2110 AE 000 4 00 0 00	American Express Payables	8,467.10
105079	20140731	Stuart Beckwith	865 36 6399 SC 001 4 00 0 GF	Range Balls-Golf Tournament	41.01
105079	20140731	Stuart Beckwith	865 36 6399 SC 001 4 00 0 GF	Supplies for Golf Tournament	54.09
105079	20140731	Stuart Beckwith	865 36 6399 SC 001 4 00 0 GF	Meals - Golf	40.00
105079	20140731	Stuart Beckwith	865 36 6399 SC 001 4 00 0 GF	Meals-Golf-MS District	115.83
					<u>\$ 231,422.97</u>

Burnet CISD
American Express Detail
For the Month of July 2014

Check No.	Date	Vendor Name	Account Code	Description	Amount
001248	20140615	ADDA	199 11 6499 00 001 4 22 S TU	Certification Exams	1,085.00
001249	20140702	SpringBoard	199 13 6219 00 901 4 99 0 CB	ELA textbooks	14,993.00
001251	20140723	M&A Technology, Inc	199 13 6399 00 901 4 99 0 00	2-Lenovo Thinkpads/dock station	1,362.13
001252	20140723	M&A Technology, Inc	199 11 6399 00 041 4 11 L TW	Supplies to Mount Projectors	405.86
001253	20140721	Amazon.Com	199 34 6399 00 905 4 99 0 00	Coffee Maker/Decanters-Transp.	272.74
001254	20140723	360 Training	199 34 6411 00 905 4 99 0 00	TPCA Class Training	150.00
001255	20140714	La Quinta	199 11 6412 00 001 4 22 0 00	6 Hotel Rooms-FFA Convention	2,868.48
001256	20140717	La Quinta	865 11 6399 00 001 4 00 F FA	2 Hotel Rooms-FFA Convention	264.49
001257	20140722	Country Inn	244 11 6399 00 001 4 22 0 00	Hotel for Project Lead the Way Train	835.10
001258	20140722	Country Inn	244 13 6411 00 001 4 22 0 00	Hotel for Project Lead the Way Train	991.90
001259	20140728	Web Audio	199 11 6399 00 001 4 11 B AN	CD Sound Effects - Band	39.99
001260	20140722	Quill Corp	199 21 6399 00 901 4 23 0 00	Office Supplies	96.99
001261	20140723	City of Burnet Utilities Dept	199 51 6257 00 907 4 99 0 00	Electricity	51,639.27
001261	20140723	City of Burnet Utilities Dept	199 51 6259 00 907 4 99 0 00	Garbage/Sewer	7,582.73
001262	20140722	Quill Corp	199 21 6399 00 901 4 23 0 00	SPED Office Supplies	464.37
001263	20140721	University of Texas, San Antonio	255 13 6219 00 901 4 24 0 00	AP Training-Gov & Politics	525.00
001264	20140716	Craigslist	199 41 6499 00 740 4 99 0 00	Craigslist Job Posting-Mechanic	25.00
001265	20140605	Marriott Plaza San Antonio	199 13 6399 00 101 4 11 0 00	3 Rooms/3 Ngt-Frog St. Conf- 4 teachers	768.16
001266	20140709	Best Western - Amex	255 13 6219 00 901 4 24 0 00	AP Training-Summer Institute	386.25
001267	20140729	Learning A-Z	410 11 6321 00 041 4 11 0 00	55 district license -Reading	999.50
001267	20140729	Learning A-Z	410 11 6321 00 101 4 11 0 00	55 district license -Reading	1,499.25
001267	20140729	Learning A-Z	410 11 6321 00 102 4 11 0 00	55 district license -Reading	1,499.25
001267	20140729	Learning A-Z	410 11 6321 00 104 4 11 0 00	55 district license -Reading	1,499.25
001268	20140729	Pocket Nurse	244 11 6399 00 001 4 22 0 00	HS Nursing Class Equipment	7,775.16
001269	20140723	Quill Corp	199 41 6399 00 750 4 99 0 00	Batteries/Office Supplies	181.54
001270	20140722	Quill Corp	199 41 6399 00 750 4 99 0 00	Removable Labels	5.94
001271	20140729	Pizza Hut	199 13 6399 00 901 4 99 0 00	Leadership team lunch	84.00
001272	20140730	Writing Academy	211 13 6219 00 901 4 24 0 WR	Writing Workshops Training	4,474.00
					<u>\$ 102,774.35</u>

UTILITY COST SUMMARY
JULY UTILITIES

	2013						2014						% Cost Change
	Electricity	Gas	Water	Sewer	Garbage	Total Utility Cost	Electricity	Gas	Water	Sewer	Garbage	Total Utility Cost	
Athletics	3,352	46	809	172	211	4,590	3,112	57	762	287	216	4,434	-3.4%
Bertram Elementary	5,033	74	90	79	678	5,955	4,893	133	108	126	678	5,939	-0.3%
Burnet Elementary	3,611	36	261	462	282	4,652	5,448	68	290	462	290	6,558	41.0%
Burnet High School	18,787	52	2,031	721	1,486	23,077	20,838	169	1,808	608	1,526	24,949	8.1%
Burnet Middle School	14,624	223	570	589	1,387	17,393	14,822	285	717	721	1,294	17,839	2.6%
Central Office	1,597	35	206	134	107	2,079	1,806	42	106	177	110	2,240	7.8%
Facilities & Operations	630	83	105	66	214	1,097	598	108	65	94	120	984	-10.3%
Parent Resource Center					87		272				110	382	
Professional Development Center	537	36	46	33		651	698	41	44	37		820	25.8%
Quest	1,355	Included in Central Office				1,355	1,584	Included in Central Office				1,584	
RJ Richey Elementary	9,647	39	401	44	563	10,695	11,072	84	429	336	474	12,394	15.9%
Shady Grove Elementary	2,920	41	73	59	107	3,200	1,941	49	79	70	474	2,613	-18.3%
Transportation	552		92	59	107	811	520		81	69	110	780	-3.7%
	\$ 62,646	\$ 665	\$ 4,684	\$ 2,418	\$ 5,229	\$ 75,555	\$ 67,604	\$ 1,036	\$ 4,489	\$ 2,987	\$ 5,402	\$ 81,517	7.9%

**ELECTRICITY COMPARISON REPORT
JULY UTILITIES**

	2013			2014			% Cost Change
	KWH	Demand	Amount	KWH	Demand	Amount	
Athletics	28,444	95	\$3,351.73	25,739	35	\$3,112.11	-7.1%
Bertram Elementary	50,457		\$ 5,033.34	43,804		\$4,893.08	-2.8%
Burnet Elementary	20,017	183	\$ 3,611.41	44,417	165	\$5,447.83	50.9%
Burnet High School	165,080	636	\$ 18,787.07	175,474	514	\$ 20,838.10	10.9%
Burnet Middle School	133,200	293	\$ 14,624.18	126,600	283	\$ 14,821.52	1.3%
Central Office	14,240	43	\$ 1,597.05	15,200	42	\$ 1,805.66	13.1%
Facilities & Operations	5,144		\$ 629.70	4,587		\$ 598.12	-5.0%
Parent Resource Center	2,239		\$ 265.05	2,144		\$ 272.14	2.7%
Professional Development Center	4,560		\$ 536.96	5,600		\$ 697.92	30.0%
Quest	11,717	50	\$ 1,355.14	12,955	54	\$ 1,584.00	16.9%
RJ Richey Elementary	87,270	223	\$ 9,647.44	94,082	233	\$ 11,071.72	14.8%
Shady Grove Elementary	26,100	80	\$ 2,919.95	16,200	53	\$ 1,941.32	-33.5%
Transportation	4,409		\$ 552.44	3,888		\$ 520.01	-5.9%
	552,877	1,603	\$ 62,911.46	570,690	1,379	\$ 67,603.53	7.5%

GAS COMPARISON REPORT

JULY UTILITIES

	2013		2014		% Cost Change
	*	Amount	MCF	Amount	
Athletics	19.0	\$ 46.24	19.0	\$ 56.83	22.9%
Bertram Elementary	0.0	\$ 73.68	65.0	\$ 133.46	81.1%
Burnet Elementary	1.0	\$ 35.81	38.0	\$ 68.05	90.0%
Burnet High School	27.0	\$ 51.61	172.0	\$ 169.37	228.2%
Burnet Middle School	193.0	\$ 222.93	221.0	\$ 285.04	27.9%
Central Office	0.0	\$ 35.20	3.0	\$ 41.57	18.1%
Facilities & Operations	21.0	\$ 82.79	34.0	\$ 107.59	30.0%
Professional Development Center	1.0	\$ 35.81	2.0	\$ 40.82	14.0%
Quest		Included in Central Office			
RJ Richey Elementary	7.0	\$ 39.45	59.0	\$ 83.93	112.8%
Shady Grove Elementary	10.0	\$ 41.28	36.0	\$ 48.85	18.3%
	279.0	\$ 664.80	630.0	\$ 1,035.51	55.8%

WATER COMPARISON REPORT

JULY UTILITIES

	2013		2014		% Cost Change
	Gallons	Amount	Gallons	Amount	
Athletics	58,570	\$ 809.06	50,470	\$ 762.02	-5.8%
Bertram Elementary	10,300	\$ 90.49	12,000	\$ 108.03	19.4%
Burnet Elementary	8,400	\$ 260.89	13,600	\$ 289.87	11.1%
Burnet High School	197,991	\$ 2,031.33	159,180	\$ 1,807.95	-11.0%
Burnet Middle School	45,700	\$ 569.71	20,380	\$ 717.05	25.9%
Central Office	24,240	\$ 205.71	7,050	\$ 106.18	-48.4%
Facilities & Operations	14,210	\$ 104.96	9,280	\$ 64.67	-38.4%
Professional Development Center	2,250	\$ 45.71	1,910	\$ 43.84	-4.1%
Quest			Included in Central Office		
RJ Richey Elementary	5,220	\$ 401.05	11,950	\$ 428.74	6.9%
Shady Grove Elementary	0	\$ 72.50	1,400	\$ 78.98	8.9%
Transportation	3,800	\$ 92.18	1,900	\$ 81.30	-11.8%
	<u>370,681</u>	<u>\$ 4,683.59</u>	<u>289,120</u>	<u>\$ 4,488.63</u>	<u>-4.2%</u>

WALSH, ANDERSON,
GALLEGOS, GREEN
and TREVIÑO, P.C.

REC'D AUG 04 2014

ATTORNEYS AT LAW

P.O. Box 2156 Austin, Texas 78768 (512) 454-6864 Fax (512) 467-9318
Federal Tax ID No.: 74-2279224

COVER SHEET

Burnet CISD
208 East Brier
Burnet, Texas 78611

August 01, 2014
Client: 03600
Page: 1

Attention: Keith McBurnett, Superintendent

For Professional Services Rendered Through July 15, 2014

ACCOUNT SUMMARY

Matter #	Matter Name	Invoice #	Current Inv.	Prev. Balance	Pmts & Credits	Total
000000	General	451002	\$0.00	\$214.00	(\$214.00)	\$0.00
000085	Mason H. (Mediation)	451003	\$3,960.24	\$55.00	(\$55.00)	\$3,960.24
PAY THIS AMOUNT						\$3,960.24

Please reference the invoice number with your payment and make checks payable to:

Walsh, Anderson, Gallegos, Green, & Treviño P.C.

Please contact the Billing Department at (512) 454-6864 if you have any questions regarding your statement.

Approved
Keith McBurnett
8/5/14

Sam Cerini
8/6/14

WALSH, ANDERSON,
GALLEGOS, GREEN
and TREVIÑO, P.C.

ATTORNEYS AT LAW

P.O. Box 2156 Austin, Texas 78768 (512)454-6864 Fax (512)467-9318

Federal Tax ID No.: 74-2279224

Burnet CISD
208 East Brier
Burnet, Texas 78611

Attention: Keith McBurnett, Superintendent

August 01, 2014
Client: 03600
Matter: 000000
Invoice #: 451002

Page: 1

RE: General

For Professional Services Rendered through July 15, 2014

SERVICES

Date	Person	Description of Services	Hours	Rate	Amount
6/26/2014	MMM	[NO CHARGE RETAINER] Telephone call to and leave message for Director Huffman regarding upcoming staff training.	0.1	\$0.00	\$0.00
Total Professional Services			0.1		\$0.00

TIMEKEEPER RECAP

Timekeeper	Level	Hours	Rate	Amount
MMM Marquette M. Maresh	SHAREHOLDER	0.1	\$0.00	\$0.00

Total Current Charges	\$0.00
Previous Balance	\$214.00
<i>Payments Received</i>	(<i>\$214.00</i>)

PAY THIS AMOUNT **\$0.00**

August 01, 2014
Client: 03600
Matter: 000000
Invoice #: 451002

Page: 2

Please reference the invoice number with your payment and make checks payable to:

Walsh, Anderson, Gallegos, Green, & Treviño P.C.

Please contact the Billing Department at (512) 454-6864 if you have any questions regarding your statement.

WALSH, ANDERSON,
GALLEGOS, GREEN
and TREVIÑO, P.C.

ATTORNEYS AT LAW

P.O. Box 2156 Austin, Texas 78768 (512)454-6864 Fax (512)467-9318
Federal Tax ID No.: 74-2279224

Burnet CISD
208 East Brier
Burnet, Texas 78611

Attention: Keith McBurnett, Superintendent

August 01, 2014
Client: 03600
Matter: 000085
Invoice #: 451003

Page: 1

RE: Mason H. (Mediation)

For Professional Services Rendered through July 15, 2014

SERVICES

Date	Person	Description of Services	Hours	Rate	Amount
6/17/2014	DH	Telephone conference with Nanci Stobaugh regarding mediation options.	0.4	\$275.00	\$110.00 <i>ms</i>
6/17/2014	DH	Review mediation request.	0.1	\$275.00	\$27.50 ✓
6/18/2014	DH	Review Plaintiff communication regarding remedies; telephone conference with Nanci Stobaugh regarding mediation. <i>ms</i>	0.5	\$275.00	\$137.50 ✓
7/8/2014	DH	Review communications.	0.4	\$275.00	\$110.00 ✓
7/8/2014	DH	Review documents.	0.5	\$275.00	\$137.50 ✓
7/8/2014	DH	Draft Compromise Settlement Agreement.	1.0	\$275.00	\$275.00 ✓
7/9/2014	DH	Travel to and from District.	1.6	\$275.00	\$440.00 <i>ms</i>
7/9/2014	DH	Represent District in mediation.	9.9	\$275.00	\$2,722.50 <i>ms</i>
Total Professional Services			14.4		\$3,960.00

TIMEKEEPER RECAP

Timekeeper	Level	Hours	Rate	Amount
DH Denise Hays	SHAREHOLDER	14.4	\$275.00	\$3,960.00

August 01, 2014
Client: 03600
Matter: 000085
Invoice #: 451003

Page: 2

DISBURSEMENTS

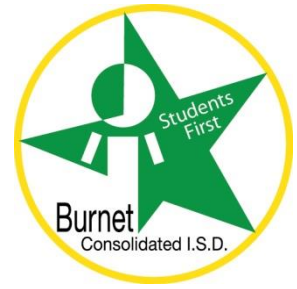
Date	Description of Disbursements	Amount
7/15/2014	Long Distance Telephone	\$0.24
	Total Disbursements	\$0.24
	Total Services	\$3,960.00
	Total Disbursements	\$0.24
	Total Current Charges	\$3,960.24
	Previous Balance	\$55.00
	Payments Received	(\$55.00)
	PAY THIS AMOUNT	\$3,960.24

Please reference the invoice number with your payment and make checks payable to:

Walsh, Anderson, Gallegos, Green, & Treviño P.C.

Please contact the Billing Department at (512) 454-6864 if you have any questions regarding your statement.

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Information
Department: Curriculum and Instruction



Agenda Item #6C (Communications and Reports)

Report on 2013-2014 STAAR Ratings

Summary

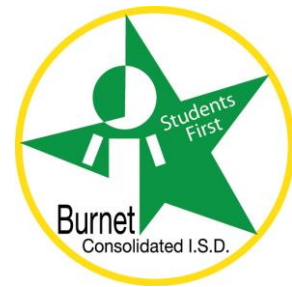
On August 8th, district and campus ratings for STAAR were released to the public. The curriculum department will provide information on the ratings at Monday's meeting.

Respectfully Submitted by:

Shelley Reavis
Elementary Curriculum Director

Jim Connor
Secondary Curriculum Director

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Superintendent's Office



Agenda Item #7A (Consent Agenda)

Board Minutes

Recommendation

Discussion and Possible Action regarding approval of Board Minutes

Summary

The Board Minutes from the July 21st and August 4th meetings are attached for your review and consideration.

Respectfully Submitted by:

Sharon Schwartz
Administrative Assistant

Minutes of Regular Meeting

The Board of Trustees BURNET CONSOLIDATED I.S.D.

A Regular Meeting of the Board of Trustees of BURNET CONSOLIDATED I.S.D. was held Monday, July 21, 2014, beginning at 6:30 PM in the BCISD Board Room, 208 E. Brier, Burnet, Texas 78611.

Board Members Present:

Andy Feild, President

Jim Luther, Jr., Vice President

Craig Barefoot

Mary Ann Jones, Secretary

Robby Robertson

Board Members Absent:

Jeff Hullum

Charles Williams

School Personnel Present:

Keith McBurnett, Superintendent

Jerry Blizzard, Dir. of Facilities/Oper.

Shelley Reavis, Dir. of Elem. Curr.

Nanci Stobaugh, Special Services Dir.

Charlie Goble

Sarah Cervi, Director of Business and Finance

Contessa Huffman, Director of Human Resources

Adam Hermes, Technology Director

Pamela Holcomb, Food Service Director

Sharon Schwartz

Visitors:

James Walker

Doug Lindley

Jennifer Fierro

Karl Piehl

1. INVOCATION

Doug Lindley, Pastor, First Baptist Church Burnet, provided the invocation.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American and Texas flags was recited.

3. CALL TO ORDER

Mr. Feild called the meeting to order at 6:30 p.m. He stated that a quorum of Board members was present and that the meeting had been duly called under Texas Government Code, Section 551.

4. ATTENDANCE (Sign In)

Mr. Feild asked everyone to sign in and to sign an Open Forum form if they wished to speak later in the meeting.

5. OPEN FORUM

Any interested citizen may use not more than three (3) minutes to present any subject

that may affect the school district. However, if the subject is not on the agenda, no action or discussion can or will be taken. The item may be placed on the agenda for consideration at the next regular Board meeting upon request of the Board President. A total of 30 minutes will be allotted for this portion of the agenda.

No one signed in to speak under Open Forum

6. COMMUNICATIONS AND REPORTS

A. Report on Possible 2014 Bond Election (McBurnett)

Superintendent Keith McBurnett provided a Bond Election update. A copy of the report is included with the Board minutes. The Board continues to make preparations for calling a Bond Election at the August 18th School Board meeting.

B. Financial Reports (Cervi)

Monthly Financial Statement, Fund Balance Report, Investment Report, Tax Collection Report, Extra-Curricular Trip Report, Check Register, Credit Card Report, Utility Reports, Attorney Invoices

Financial reports

Sarah Cervi, Director of Business and Finance, provided a review of the financial reports. Mrs. Cervi also reviewed in detail the budget amendment to be presented for approval during the Consent Agenda items. A copy of the detailed budget amendment is included with the minutes.

C. Report on Health Insurance Premiums (Huffman)

Contessa Huffman, Human Resources Director provided a report on the health insurance premiums for the 2014-2015 school year. A copy of the report is included in BoardBook.

D. Department Spotlight - Food Service (Holcomb)

Food Service Director Pamela Holcomb provided a PowerPoint report on the Food Service department. A copy of the PowerPoint is included with the Board minutes.

7. CONSENT AGENDA

Information on these items has been sent to the Board of Trustees for review prior to the meeting. Any Board member may pull any item from the Consent Agenda (without a second) for deliberation prior to consideration. Any item pulled will be considered with the action items on the agenda.

Motion by Mary Ann Jones, seconded by Jim Luther, Jr., to approve items A, B, and C, on the Consent Agenda. MC/u.

A. Board Minutes

B. Purchases in Excess of \$25,000.00

C. Budget Amendment

8. BUSINESS ITEMS

A. Discussion and Possible Action to establish proposed 2014-2015 tax rates for

Maintenance and Operations and Debt Service and set date for Public Hearing to discuss 2014-2015 budget and proposed tax rate (Cervi)

Motion by Craig Barefoot, seconded by Mary Ann Jones, to approve a proposed total tax rate of \$1.2625 for the 2014-2015 fiscal year consisting of \$1.04 for

- Maintenance and Operations (M&O) and \$.2225 for Debt Service Interest and Sinking (I&S) and to set the date of August 18, 2014 at 6:00 p.m. for the Public Hearing to discuss the 2014-2015 budget and proposed tax rate. MC/u.
- B. Discussion and Possible Action regarding Approval of Resolution affirming Investment Policy CDA (LOCAL) and designating Investment Officers (Cervi)
Motion by Jim Luther, Jr., seconded by Robby Robertson, to approve the Resolution affirming Investment Policy CDA (LOCAL) and designating Sarah Cervi and Deidra Hall as the District's Investment Officers. MC/u.
- C. Discussion and Possible Action regarding Approval of Resolution to suspend portions of Board Policy EIE (LOCAL) Academic Achievement - Retention and Promotion (Reavis)
Motion by Mary Ann Jones, seconded by Craig Barefoot, to approve the Resolution to suspend portions of Board Policy EIE (LOCAL) Academic Achievement - Retention and Promotion for the 2014-2015 school year. MC/u.
- D. Discussion and Possible Action regarding Approval of 2014-2015 Student Code of Conduct (Reavis)
Motion by Jim Luther, Jr., seconded by Mary Ann Jones, to approve the 2014-2015 Student Code of Conduct as presented. MC/u.
- E. Discussion and Possible Action regarding Approval of SRO (School Resource Officer) Contract with the City of Burnet (McBurnett)
Motion by Craig Barefoot, seconded by Jim Luther, Jr., to approve the School Resource Officer Contract with the City of Burnet as presented. MC/u.
- F. Discussion and Possible Action regarding Approval of Endorsement of Candidate to the TASB Board of Directors (McBurnett)
Superintendent McBurnett reported that letters requesting endorsements for the TASB Board of Directors have been received from Cynthia Keene, Johnson City ISD and Josie Smith-Wright, Gonzales ISD. Motion by Robby Robertson, seconded by Mary Ann Jones, to approve the endorsement of Cynthia Keene, Johnson City School Board Trustee, as the candidate to the TASB Board of Directors. MC/u.
- G. Discussion and Possible Action regarding Approval of New Courses Offerings at Burnet High School for 2014-2015 (Reavis)
Motion by Craig Barefoot, seconded by Jim Luther, Jr., to approve the new course offerings at Burnet High School for the 2014-15 school year. MC/u.
- H. Discussion and Possible Action regarding Approval of Revisions to Board Policy EIC (LOCAL) Academic Achievement - Class Ranking (Reavis)
Motion by Robby Robertson, seconded by Jim Luther, Jr., to approve the revisions to Board Policy EIC (LOCAL) Academic Achievement - Class Ranking. MC/u.
- I. Personnel (Huffman)
Board discussion could be held in Executive Session Under Texas Government Code, Section 551.074
1. Employment of Professional Personnel

Motion by Mary Ann Jones, seconded by Jim Luther, Jr. to approve the hiring of Mary Hansen, LSSP. Contessa Huffman, Director of Human Resources, reported on the professional hirings that were approved by Superintendent McBurnett: Roxana Garcia, Kendyl Holt, Amalia Patterson, and Jessica Rogers.

- 2. Report on professional staff resignations and transfers and at-will staff hirings, resignations, and transfers.

Mrs. Huffman reported on the professional staff resignations of Terri Menchaca and Jamie Wilson. Mrs. Huffman reported on the at-will staff hirings and resignations. This report is included with the Board minutes.

Mr. Feild adjourned the meeting at 8:07 p.m.

DATE APPROVED: _____

President

Secretary

Minutes of Board Training Workshop

The Board of Trustees BURNET CONSOLIDATED I.S.D.

A Board Training Workshop of the Board of Trustees of BURNET CONSOLIDATED I.S.D. was held Monday, August 4, 2014, beginning at 6:30 PM in the BCISD Board Conference Room, 208 E. Brier, Burnet, Texas 78611.

Board Members Present:

Andy Feild, President
Robby Robertson
Craig Barefoot

Mary Ann Jones, Secretary
Jeff Hullum
Charles Williams

Board Member Absent:

Jim Luther, Jr.

School Personnel Present:

Keith McBurnett, Superintendent

Visitor:

Terry Smith, Executive Director, ESC XIII

1. Call to Order

Mr. Feild called the meeting to order at 6:00 p.m. He stated that a quorum of Board members was present and that the meeting had been duly called under Texas Government Code, Section 551.

2. Attendance (Sign In)

3. The purpose of this meeting is to receive required Board training as follows:

Board Team Building, facilitated by Terry Smith, Education Service Center Region XIII

Terry Smith, Ed.D, facilitated the required Board Team Building Workshop.

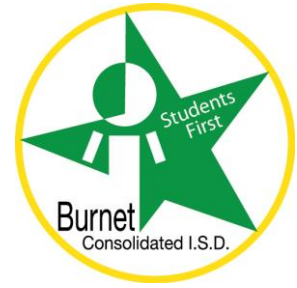
Mr. Feild adjourned the meeting at 9:00 p.m.

DATE APPROVED: _____

President

Secretary

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #7B (Consent Agenda)

Purchases in excess of \$25,000.00

Recommendation

Approval of purchases in excess of \$25,000.00 is recommended.

Summary

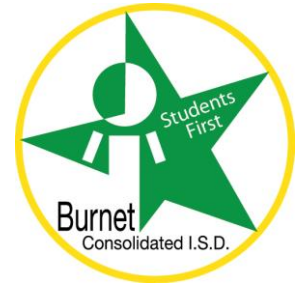
According to Policy CH (Local), any purchase that costs or aggregates to a cost of \$25,000 or greater shall require Board approval. The following purchases are presented for approval:

Requested by	Vendor	Description	Budget Source	Amount
Business Office	City of Burnet Utilities	Services for 7/1/14 – 7/31/14	General Fund	\$74,673.77
Transportation	Lee Hoffpauir Chevrolet	2014 Chevrolet Traverse	General Fund	\$24,780.00
Transportation	Lee Hoffpauir Chevrolet	2014 Chevrolet Suburban	General	\$32,219.06

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #7C (Consent Agenda)

Approval of Resolution Adopting Authorized Broker List

Recommendation

Approval of a resolution adopting the authorized broker list is recommended.

Summary

According to CDA (Legal) the Board shall, at least annually, adopt a list of qualified brokers that are authorized to engage in investment transactions with the District. The Resolution including a list of Brokers is included for your review.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

Board of Trustees
Burnet Consolidated Independent School District
RESOLUTION AUTHORIZING BROKER LIST

August 18, 2014

WHEREAS, the Public Funds Investment Act (Texas Government Code, Chapter 2256) governs local government investment; and

WHEREAS, the Public Funds Investment Act (Section 2256.025) requires the governing body or its designated investment committee, not less than annually, to review, revise and adopt a list of qualified brokers/dealers authorized to engage in investment transactions; and

WHEREAS, the following brokers/dealers are recommended for approval:

NOW, THEREFORE, BE IT RESOLVED THAT:

UBS Paine Webber
Dick Ebert
1001 Woodlock Forest Dr.
The Woodlands, TX 77380

Duncan Williams
Steve Capaferi
11458 W. Travelers Way
Houston, TX 77065

SAMCO Capital Markets
Robert Phillips
1700 Pacific Ave., Suite 2000
Dallas, TX 75201

Bank of Oklahoma
Rena Connor
333 West Campbell RD #350
Richardson, TX 75080

are authorized broker/dealers for the District.

In accordance with the ACT and the Investment Policy, a copy of the Investment Policy will be sent to each broker/dealer on the list whenever a material change is made to the Policy and each broker/dealer will be required to provide written certification of heir review of the Investment Policy.

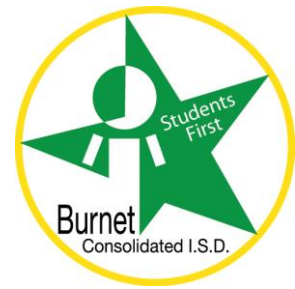
The District has complied with the requirements of the Public Funds Investment Act and the list of authorized broker/dealers is hereby adopted.

Adopted this 18th day of August, 2014 by the Board of Trustees.

C. Andy Feild
President, Board of Trustees
Burnet CISD

Mary Ann Jones
Secretary, Board of Trustees
Burnet CISD

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #8A (Business Items)

Discussion and Possible Action regarding Approval to accept the certified appraisal rolls for tax year 2014 for the Burnet Consolidated Independent School District.

Recommendation

Approval to accept the certified appraisal rolls for tax year 2014 for Burnet Consolidated Independent School District is recommended.

Summary

The Chief Appraisers of the Burnet County Appraisal District, Llano County Appraisal District, and Williamson County Appraisal District have certified and submitted the appraisal rolls as approved by their respective Appraisal Review Boards for calendar year beginning January 1, 2014 and ending December 31, 2014 and have delivered to Stan Hemphill, Tax Assessor-Collector for the Burnet Consolidated Independent School District, a statement of the total amount of appraised, assessed and taxable value of property as of January 1, 2014. Also included is the value for properties under protest at the time of submission for the assessment rolls lying within the District.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

**ACCEPTANCE OF THE CERTIFIED APPRAISAL ROLL
FOR TAX YEAR 2014
Burnet Consolidated Independent School District
BURNET COUNTY, TEXAS**

The Chief Appraiser of the Burnet Appraisal District has certified and submitted the appraisal roll as approved by the Appraisal Review Board, for calendar year beginning January 1, 2014 and ending December 31, 2014, and has delivered to Stan Hemphill, Tax Assessor Collector for the Burnet Consolidated Independent School District, a statement of the total amount of appraised, assessed, and taxable value of property as of January 1, 2014. Also included is the value for properties under protest at the time of submission for the assessment rolls lying within the Burnet Consolidated Independent School District.

*** Certified Appraisal Roll:**

Plus:	Market Value of Real Property	3,128,667,528
Less:	Agricultural Exclusion	(1,200,621,668)
Plus:	Gross Taxable Personal Property	100,305,797
Less:	Value Cap on Homesteads	(9,033,315)
	Assessed Value	2,019,318,342

Less:	Homestead Exemptions	(75,007,542)
	Over 65 Exemptions	(22,726,841)
	Disabled Veterans	(12,700,727)
	Disabled Residential Homestead	(2,075,152)
	Freeport Exemption	(6,616,456)
	Absolute Exemptions	(245,845,455)
	Other	(3,908,099)
		(368,880,272)

	(368,880,272)	1,650,438,070
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Net Certified Taxable Value

Chief Appraiser Estimate of Uncertified Roll:

Plus:	Protested Accounts (Real Property)	5,692,305
Less:	Estimated Agricultural Exclusion	0
Plus:	Protested Accounts (Personal Property)	0
Less:	Value Cap on Homesteads	(621)
	Uncertified Assessed Value	5,691,684

Less:	Homestead Exemptions	(30,000)
	Over 65 Exemptions	(10,000)
	Disabled Veterans	0
	Disabled Residential Homestead	0
	Freeport Exemption	0
	Absolute Exemptions	0
	Other	0
		(40,000)

	(40,000)	5,651,684
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Net Uncertified Taxable Value

		1,656,089,754
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Net Taxable Appraisal Roll Before Tax Freeze

Less: Taxable Value of Over 65 & Disabled Persons with Frozen Taxes		(321,696,192)
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		1,334,393,562
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2014 Total Taxable Value After Tax Freeze

* Includes \$38,118,795 of New Improvements.

**ACCEPTANCE OF THE CERTIFIED APPRAISAL ROLL
FOR TAX YEAR 2014
Burnet Consolidated Independent School District
LLANO COUNTY, TEXAS**

The Chief Appraiser of the Llano Appraisal District has certified and submitted the appraisal roll as approved by the Appraisal Review Board, for calendar year beginning January 1, 2014 and ending December 31, 2014, and has delivered to Stan Hemphill, Tax Assessor Collector for the Burnet Consolidated Independent School District, a statement of the total amount of appraised, assessed, and taxable value of property as of January 1, 2014. Also included is the value for properties under protest at the time of submission for the assessment rolls lying within the Burnet Consolidated Independent School District.

*** Certified Appraisal Roll:**

Plus:	Market Value of Real Property	349,741,001
Less:	Agricultural Exclusion	(41,164,680)
Plus:	Gross Taxable Personal Property	5,597,080
Less:	Value Cap on Homesteads	(3,454,814)
	Assessed Value	310,718,587

Less:	Homestead Exemptions	(10,517,100)
	Over 65 Exemptions	(4,642,830)
	Disabled Veterans	(1,996,384)
	Disabled Residential Homestead	(379,850)
	Freeport Exemption	0
	Absolute Exemptions	(9,820,120)
	Other	0
		(27,356,284)
	Net Certified Taxable Value	283,362,303

Chief Appraiser Estimate of Uncertified Roll:

Plus:	Protested Accounts (Real Property)	8,907,390
Less:	Estimated Agricultural Exclusion	(6,004,830)
Plus:	Protested Accounts (Personal Property)	0
Less:	Value Cap on Homesteads	0
	Uncertified Assessed Value	2,902,560

Less:	Homestead Exemptions	0
	Over 65 Exemptions	0
	Disabled Veterans	0
	Disabled Residential Homestead	0
	Freeport Exemption	0
	Absolute Exemptions	0
	Other	0
		0
	Net Uncertified Taxable Value	2,902,560

Net Taxable Appraisal Roll Before Tax Freeze **286,264,863**

Less: Taxable Value of Over 65 & Disabled Persons with Frozen Taxes (68,969,494)

2014 Total Taxable Value After Tax Freeze **217,295,369**

* Includes \$881,410 of New Improvements.

**ACCEPTANCE OF THE CERTIFIED APPRAISAL ROLL
FOR TAX YEAR 2014
Burnet Consolidated Independent School District
WILLIAMSON COUNTY, TEXAS**

The Chief Appraiser of the Williamson Appraisal District has certified and submitted the appraisal roll as approved by the Appraisal Review Board, for calendar year beginning January 1, 2014 and ending December 31, 2014, and has delivered to Stan Hemphill, Tax Assessor Collector for the Burnet Consolidated Independent School District, a statement of the total amount of appraised, assessed, and taxable value of property as of January 1, 2014. Also included is the value for properties under protest at the time of submission for the assessment rolls lying within the Burnet Consolidated Independent School District.

*** Certified Appraisal Roll:**

Plus:	Market Value of Real Property	33,523,447
Less:	Agricultural Exclusion	(27,269,682)
Plus:	Gross Taxable Personal Property	441,921
Less:	Value Cap on Homesteads	(24,259)
	Assessed Value	6,671,427

Less:	Homestead Exemptions	(395,590)
	Over 65 Exemptions	(102,512)
	Disabled Veterans	(241,471)
	Disabled Residential Homestead	0
	Freeport Exemption	0
	Absolute Exemptions	(1,058)
	Other	0
		(740,631)

	(740,631)
Net Certified Taxable Value	5,930,796

Chief Appraiser Estimate of Uncertified Roll:

Plus:	Protested Accounts (Real Property)	90,948
Less:	Estimated Agricultural Exclusion	0
Plus:	Protested Accounts (Personal Property)	19,200
Less:	Value Cap on Homesteads	0
	Uncertified Assessed Value	110,148

Less:	Homestead Exemptions	0
	Over 65 Exemptions	0
	Disabled Veterans	0
	Disabled Residential Homestead	0
	Freeport Exemption	0
	Absolute Exemptions	0
	Other	0
		0

	0
Net Uncertified Taxable Value	110,148

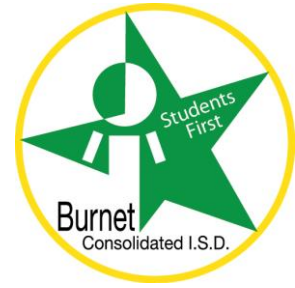
	6,040,944
Net Taxable Appraisal Roll Before Tax Freeze	6,040,944

Less: Taxable Value of Over 65 & Disabled Persons with Frozen Taxes	(638,361)
	5,402,583

	5,402,583
2014 Total Taxable Value After Tax Freeze	5,402,583

* Includes \$344,264 of New Improvements.

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #8B (Business Items)

Discussion and Possible Action regarding Approval to accept the effective tax rate and rollback tax rate for tax year 2014 for Burnet Consolidated Independent School District.

Recommendation

Approval to accept the effective tax rate and rollback tax rate for tax year 2014 for the Burnet Consolidated Independent School District if recommended.

Summary

Stan Hemphill, Tax Assessor-Collector for the Burnet Consolidated Independent School District, has calculated the effective tax rate and the rollback tax rate for the district for tax year 2014. Section 26.04 of the Property Tax Code requires that the effective tax rate and the rollback tax rate be submitted to the Board of Trustees.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

2014 Property Tax Rates
in Burnet Consolidated Independent School District

The following presents information about three tax rates. Last year's tax rate is the actual rate the school district used to determine property taxes last year. This year's effective tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's rollback tax rate is the highest tax rate the school district can set before it must hold a rollback election. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustment as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

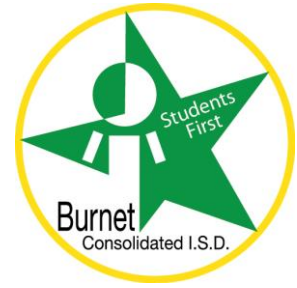
Last year's maintenance and operation tax rate	\$1.040000/\$100
Last year's debt rate	\$0.222500/\$100
Last year's total tax rate	\$1.262500/\$100

This year's effective tax rate \$1.257462/\$100

This year's rollback tax rate:

This year's rollback maintenance and operation tax rate	\$1.040000/\$100
This year's debt rate	\$0.222500/\$100
This year's rollback tax rate	\$1.262500/\$100

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item # 8C (Business Items)

Discussion and Possible Action regarding Adoption of 2014-15 school year budget.

Recommendation

Adoption of the 2014-2015 Budget is recommended.

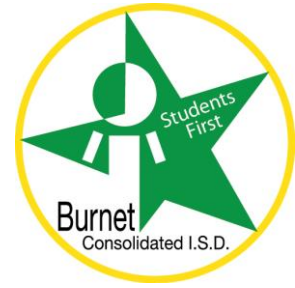
Summary

The 2014-2015 budgets for Maintenance and Operations, Food Service and Debt Service funds were presented at the Public Hearing immediately prior to this Regular Board Meeting. These funds together represent the District budget and may be adopted either as presented or with changes, if any.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #8D (Business Items)

Discussion and Possible Action regarding Approval of a Resolution to adopt a tax rate of \$1.2625 consisting of \$1.04 for maintenance and operations and \$0.2225 for debt service for tax year 2014.

Recommendation

Approval of a resolution to adopt a tax rate of \$1.2625 consisting of \$1.04 for maintenance and operations and \$0.2225 for debt service for tax year 2014 is recommended.

Summary

The Effective Tax Rate and Rollback Tax Rate calculated by Stan Hemphill, Tax Assessor-Collector for Burnet CISD have been accepted by the Board. The adoption of this resolution will allow property taxes to be levied for tax year 2014 at a rate of \$1.2625 of which \$1.04 is for maintenance and operations and \$0.2225 is for debt service per \$100 valuation.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

Board of Trustees
Burnet Consolidated Independent School District
RESOLUTION TO SET TAX RATE

Date: August 18, 2014

On this date, we, the Board of Trustees of the Burnet Consolidated Independent School District, hereby levy or set the tax rate on \$100 valuation for the District for the tax year 2014 at a total tax rate of \$1.2625, to be assessed and collected by the duly specified assessor and collector as follows:

\$1.04 for the purpose of maintenance and operations, and
\$0.2225 for the purpose of payment of principal and interest on debts.

Such taxes are to be assessed and collected by the tax officials designated by the District.

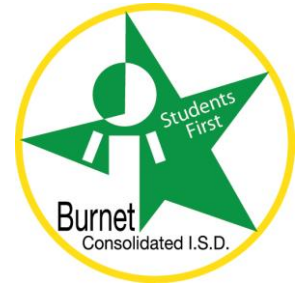
**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE
AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

Adopted this 18th day of August, 2014 by the Board of Trustees.

C. Andy Feild
President, Board of Trustees
Burnet Consolidated Independent School District

Mary Ann Jones
Secretary, Board of Trustees
Burnet Consolidated Independent School District

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #8E (Business Items)

Discussion and Possible Action regarding Approval of purchase of Attendance Credits from TEA as the District's Option for equalizing wealth level for Chapter 41 status.

Recommendation

Approval of the purchase of Attendance Credits from TEA as the District's option is recommended.

Summary

Burnet CISD is a Chapter 41 school district subject to wealth sharing provisions of Chapter 41 of the Texas Education Code. To be considered Chapter 41, wealth per WADA must be above \$319,000. We are not yet at a level of wealth that requires us to pay recapture back to the state. The current estimate of wealth per WADA for 2014-15 is \$432,528. The level requiring recapture will be \$504,000 next year. Unless demographics or property values significantly change, we do not expect to enter recapture in the next three years.

However, TEA regulations require us to make various elections and submissions each year that would satisfy the wealth sharing provisions of the law were they to become effective for this school year. There are five options:

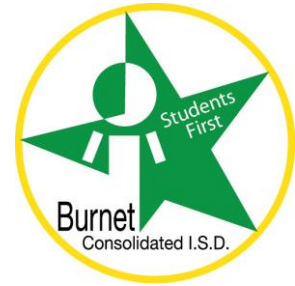
- 1. Consolidate with another district**
- 2. Detach property**
- 3. Purchase attendance credits from the state**
- 4. Contract to educate nonresident students from a partner district**
- 5. Consolidate tax bases with another district**

The best and most viable option for Burnet CISD is Option 3, purchase attendance credits from the state. Essentially, we would pay the state any excess wealth.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #8F (Business Items)

Discussion and Possible Action regarding the Approval of Order calling for November 4, 2014 Bond Election.

Recommendation

Approval of order calling for November 4, 2014 bond election is recommended.

Summary

The Bond Election Order has been prepared by the firm of McCall, Parkhurst & Horton LLP, the District's bond counsel. The order, which must be approved by the Board, gives notice and calls for a bond election to be held on Saturday, November 4, 2014. Burnet, Llano and Williamson Counties may need to modify polling places, thus, the Election Order may need to be amended when polling places are finalized. As in previous elections, the District will contract with Burnet, Llano and Williamson Counties for the administration of this election. For the November 4, 2014 bond and trustee elections, Burnet, Llano and Williamson Counties will provide electronic voting equipment and will also recruit, train, and compensate the necessary election personnel as part of this contract. The cost of the election will be shared on a pro-rata basis with other entities conducting elections on November 4, 2104.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

ORDER CALLING A BOND ELECTION

THE STATE OF TEXAS

COUNTIES OF BURNET, LLANO AND WILLIAMSON §

BURNET CONSOLIDATED INDEPENDENT SCHOOL DISTRICT §

WHEREAS, the Board of Trustees of the Burnet Consolidated Independent School District (the "District") deems it advisable to call the bond election hereinafter ordered; and

WHEREAS, it is hereby officially found and determined that the meeting at which this Order was adopted was open to the public, and public notice of the time, place, and purpose of the meeting was given, all as required by the Texas Government Code, Chapter 551.

THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF BURNET CONSOLIDATED INDEPENDENT SCHOOL DISTRICT:

1. A bond election shall be held within the District on November 4, 2014, between the hours of 7:00 A.M. and 7:00 P.M. The District is located in Burnet, Llano and Williamson Counties, and the Burnet County Elections Administrator, the Llano County Elections Administrator and the Williamson County Elections Administrator (each a "County Elections Administrator") will each conduct the election for the portion of the District located within their respective boundaries pursuant to separate election agreements (collectively, the "Election Agreements") between the District and Burnet County, Llano County and Williamson County, respectively, as authorized under Section 31.092 of the Texas Election Code. The election shall be held as a joint election pursuant to Chapter 271 of the Texas Election Code and joint election agreements to be entered into between the District and the other participating entities located in Burnet, Llano and Williamson Counties, respectively, which are holding an election on November 4, 2014. The District election precincts and polling places within the District designated for holding the election shall be determined by Burnet County, Llano County and Williamson County, respectively, and conducted at the polling places attached hereto as Exhibit "A" and such exhibit is incorporated herein by reference for all purposes. The exhibit may be revised as necessary to conform to the final polling locations established by Burnet County, Llano County and Williamson County, as applicable. Burnet County's, Llano County's and Williamson County's election equipment, as applicable, shall be used to conduct the election. The election judges shall be appointed in accordance with the Election Agreements and the Texas Election Code, as amended. The County Elections Administrators are conducting such election for the District pursuant to the terms of the respective Election Agreements, and the Board of Trustees of the District hereby appoints, for the term of such election, the presiding election judges and alternate election judges as being those designated by each of the County Elections Administrators, as applicable.

2. Early voting in the election by personal appearance shall be conducted at the times, dates and polling places as provided for by Burnet County, Llano County and Williamson County, as applicable, attached hereto as Exhibit "B" and such exhibit is incorporated herein by reference for all purposes. The exhibit may be revised as necessary to conform to the final early voting polling locations established by Burnet County, Llano County and Williamson County, as applicable. The Burnet County Elections Administrator, Barbara Agnew, is the Early Voting Clerk for the portion of the District located in Burnet County, the Llano County Elections Administrator, Cindy Ware, is the Early Voting Clerk for the portion of the District located in

Llano County, and the Williamson County Elections Administrator, Jason M. Barnett, is the Early Voting Clerk for the portion of the District located in Williamson County. Applications for ballots by mail for Burnet County voters should be sent to Burnet County Early Voting Clerk, 220 South Pierce Street, Burnet, Texas 78611. Applications for ballots by mail for Llano County voters should be sent to Llano County Early Voting Clerk, P.O. Box 787, Llano, Texas 78643. Application for ballots by mail for Williamson County voters should be sent to Williamson County Early Voting Clerk, P.O. Box 209, Georgetown, Texas 78627. Applications for ballots by mail must be received in accordance with law.

3. Early voting ballot boards are hereby created to process early voting results, and the Presiding Judge of the board will be appointed by each of the County Election Administrators, respectively. The Presiding Judge shall appoint at least two other members in accordance with the Texas Election Code, as amended. The Presiding Judge of each early voting ballot board shall appoint not less than two nor more than eighteen resident qualified electors to serve as members of such board.

4. All resident, qualified electors of the District shall be entitled to vote at the election.

5. At the election the following **PROPOSITION**, setting forth the purposes for which the bonds shall be authorized, shall be submitted in accordance with law:

PROPOSITION

Shall the Board of Trustees of said District be authorized to issue the bonds of the District, in one or more series, in the aggregate principal amount of \$26,750,000 for the purpose of the acquisition, construction, renovation and equipment of school buildings in the District, and the purchase of new school buses and shall the Board of Trustees be authorized to levy and pledge, and cause to be assessed and collected, annual ad valorem taxes on all taxable property in the District, sufficient, without limit as to rate or amount, to pay the principal of and interest on said bonds; such bonds to be issued in one or more series or issues, to mature serially or otherwise, and to bear interest at such rate or rates not to exceed the respective limits prescribed by law at the time of issuance, as the Board of Trustees in its discretion shall determine?

6. The official ballots for the election shall be prepared in accordance with the Texas Election Code so as to permit the electors to vote "FOR" or "AGAINST" the aforesaid PROPOSITION with the ballots to contain such provisions, markings and language as required by law, and with such PROPOSITION to be expressed substantially as follows:

PROPOSITION

)	
)	THE ISSUANCE OF \$26,750,000 OF BONDS BY BURNET
)	CONSOLIDATED INDEPENDENT SCHOOL DISTRICT FOR
FOR)	THE ACQUISITION, CONSTRUCTION, RENOVATION
)	AND EQUIPMENT OF SCHOOL BUILDINGS AND THE
)	PURCHASE OF SCHOOL BUSES AND LEVYING THE TAX
AGAINST)	IN PAYMENT THEREOF.

7. In accordance with the provisions of Section 3.009(b), Texas Election Code, it is hereby found and determined that:

(a) The proposition language that will appear on the ballot is set forth in Section 6 hereof.

(b) The purpose for which the bonds are to be authorized is set forth in Section 5 hereof.

(c) The principal amount of the debt obligations to be authorized is set forth in Sections 5 and 6 hereof.

(d) As set forth in Sections 5 and 6 hereof, if the bonds are approved by the voters, the Board of Trustees will be authorized to levy annual ad valorem taxes, on all taxable property in the District, sufficient, without limit as to rate or amount, to pay the principal of and interest on the bonds and the cost of any credit agreements executed in connection with the bonds.

(e) Based upon the bond market conditions at the date of adoption of this Order, the maximum interest rate for any series of the bonds is estimated to be 5.00% as calculated in accordance with applicable law. Such estimate takes into account a number of factors, including the issuance schedule, maturity schedule and the expected bond ratings of the proposed bonds. Such estimated maximum interest rate is provided as a matter of information, but is not a limitation on the interest rate at which the bonds, or any series thereof, may be sold.

(f) As set forth in Section 5 hereof, if the bonds are approved, they may be issued in one or more series, to mature serially, over a period not to exceed 40 years.

(g) The aggregate amount of the outstanding principal of the District's debt obligations (all of which are secured by an unlimited tax levied for debt service purposes) as of the beginning of the District's 2013-14 fiscal year is \$29,475,000.

(h) The aggregate amount of the outstanding interest of the District's debt obligations (all of which are secured by an unlimited tax levied for debt service purposes) as of the beginning of the District's 2013-14 fiscal year is \$7,106,180.

(i) The ad valorem debt service tax rate for the District for the 2013-14 fiscal year is \$0.2225 per \$100 of taxable assessed valuation.

8. In accordance with Section 4.003(a)(1) of the Texas Election Code, a substantial copy of this Order, appearing in English and Spanish, shall serve as proper notice of said elections, and the President of the Board or other representatives of the District shall cause the notice to be published one time, not earlier than the 30th day or later than the 10th day prior to the date set for the elections, in a newspaper published in the District or, if none is published in the District, in a newspaper of general circulation in the District. In addition, in accordance with Section 4.003(a)(2) of the Texas Election Code, a substantial copy of this Order, appearing in English and Spanish, shall be posted in accordance with the Election Code not later than the 21st day before the election. In accordance with Section 4.003(f) of the Texas Election Code, a substantial copy of this Order, appearing in English and Spanish, shall be posted on election day and during early voting by personal appearance in a prominent location at each polling place; posted in three public

places in the boundaries of the District no later than the 21st day before the election; and posted on the District's Internet website during the 21 days before the election if the District maintains an Internet website.

EXHIBIT "A"
ANEXO "A"

ELECTION DAY POLLING PLACES
LUGARES DE VOTACIÓN DEL DÍA DE ELECCIÓN
NOVEMBER 4, 2014
4 DE NOVIEMBRE DE 2014

See attached schedule provided by Burnet County.
Mirar la lista (el programa) conectada proporcionada por el Condado Burnet.

See attached schedule provided by Llano County.
Mirar la lista (el programa) conectada proporcionada por el Condado Llano.

See attached schedule provided by Williamson County.
Mirar la lista (el programa) conectada proporcionada por el Condado Williamson.

Subject to Change
Sujeto a Cambios

BURNET COUNTY – ELECTION DAY POLLING PLACES

Burnet Consolidated Independent School District

November 4, 2014 Bond Election

Voting Precinct	Polling Location
1	First Lutheran Church, 133 Apollo Dr., Burnet, TX 78611
2	Burnet County Courthouse, 220 S. Pierce St., Burnet, TX 78611
5	Silver Creek Community Center, 101 CR 128, Burnet, TX 78611
6	Smithwick Community Center, 10800 E. FM 1431, Marble Falls, TX 78654
7	Cassie Community Center, 3920 FM 690, Burnet, TX 78611
8	Hoover Valley Volunteer Fire Dept., 303 Sherwood Dr., Burnet, TX 78611
9	Highland Haven Community Center, 118 Blackbird Dr., Highland Haven, TX 78654
10	Iglesia Bautista Emanuel Church, (CR 330 and FM 243) 4000 W. FM 243, Bertram, TX 78605
11	Naruna Church, 9170 FM 1478 (Naruna), Burnet, TX 78611
12	Bertram Library, 170 N. Gabriel St., Bertram, TX 78605
13	Ambassadors for Christ Church, 4030 E. SH 29, Bertram, TX 78605
14	Lake Victor Community Center, 200 Lake Ave., Burnet, TX 78611
15	Briggs Community Center, 215 Loop 308, Briggs, TX 78608
16	Oakalla Community Center and Public Library, 29011 FM 963, Oakalla, TX 78608
17	Burnet County North Annex, 1701 E. Polk St., Burnet, TX 78611
20	Church of Christ, 711 Broadway, Marble Falls, TX 78654

Subject to change.
Sujeto a cambio.

LLANO COUNTY – ELECTION DAY POLLING LOCATIONS
Burnet Consolidated Independent School District
November 4, 2014 Bond Election

<u>Precinct No.</u>	<u>Polling Location</u>
#203	Buchanan Dam East Llano Anex 8347 RR 1431 West Buchanan Dam, Texas
#204	Bluffton Lakeshore Branch Library 7346 RR 261 Buchanan Dam, Texas
#205	Tow First Baptist Church 16521 RR 2241 Tow, Texas

Subject to change.
Sujeto a cambio

WILLIAMSON COUNTY RESIDENTS

**Williamson County
Joint General and Special Elections Tuesday, November 4, 2014
Elecciones generales y especiales conjuntas 4 de noviembre del 2014**

Registered voters may vote at any location listed below.
Los votantes registrados podrán votar en cualquiera de los lugares de votación listados abajo

Vote Center Locations

Locaciones de Centros de Votos

CITY	Location	Address	City
AUSTIN	Anderson Mill Limited District	11500 El Salido Parkway	Austin
	Bethany United Methodist Church	10010 Anderson Mill Rd	Austin
	Clairmont Retirement Community	12463 Los Indios Trail	Austin
	Kelly Reeves Athletic Complex	10211 W Parmer Lane	Austin
	La Quinta Inn & Suites	10701 Lakeline Mall Dr	Austin
	Lord of Life Lutheran Church	9700 Neenah Ave	Austin
	Northwest Fellowship	13427 Pond Springs Rd	Austin
	Rattan Creek Park Comm Center	7617 Elkhorn Mountain Trail	Austin
	BARTLETT	Bartlett Town Hall	140 W Clark St
CEDAR PARK	Cedar Park City Hall	450 Cypress Creek Rd Bldg 3	Cedar Park
	Cedar Park High School	2150 Cypress Creek Rd	Cedar Park
	Cedar Park Library	550 Discovery Blvd	Cedar Park
	Cedar Park Randalls	1400 Cypress Creek Rd	Cedar Park
	Cedar Park Recreation Center	1435 Main St Town Center	Cedar Park
	Highland Estates Ind Retirement Living	1500 N Lakeline Blvd	Cedar Park
	Vista Ridge High School	200 S Vista Ridge Blvd	Cedar Park
COUPLAND	Coupland School	620 S Commerce St	Coupland
FLORENCE	Andice Community Center	6600 FM 970 Andice	Florence
	Florence City Hall	106 S Patterson Ave	Florence
GEORGETOWN	County Central Maintenance Facility	3151 SE Inner Loop	Georgetown
	Cowan Creek Amenity Center	1433 Cool Springs Way	Georgetown
	Estrella Oaks Rehab & Care	4011 Williams Dr	Georgetown
	First Baptist Church	1333 W University Ave	Georgetown
	Georgetown Airport - Terminal Bldg	500 Terminal Dr	Georgetown
	GISD Administration Bldg	603 Lakeway Dr	Georgetown
	Parks and Recreation Administration	1101 N College St	Georgetown
	Main Street Baptist Church	1001 S Main St - Fellowship Hall	Georgetown
	San Gabriel Presbyterian Church	5404 Williams Dr	Georgetown
	Sun City Social Center	2 Texas Dr	Georgetown
	The Caring Place Annex	2001 Railroad Ave	Georgetown
Williamson County Inner Loop Annex	301 S E Inner Loop	Georgetown	
GRANGER	SPJST Hall	114 W Davilla St	Granger
HUTTO	Hutto City Hall	401 W Front St	Hutto
	Hutto Middle School	1005 Exchange Blvd	Hutto

Williamson County
Joint General and Special Elections Tuesday, November 4, 2014
 Elecciones generales y especiales conjuntas 4 de noviembre del 2014

Registered voters may vote at any location listed below.
 Los votantes registrados podrán votar en cualquiera de los lugares de votación listados abajo

Vote Center Locations		Locaciones de Centros de Votos	
CITY	Location	Address	City
JARRELL	Jarrell Memorial Park Comm Cntr	1651 CR 305	Jarrell
LEANDER	Leander Church of Christ	300 Crystal Falls Parkway	Leander
	Leander High School	3301 S Bagdad Rd	Leander
	Leander Public Library	1011 S Bagdad Rd	Leander
	Pat Bryson Municipal Hall	201 N Brushy St	Leander
	Rouse High School	1501 CR 271	Leander
	LIBERTY HILL	Liberty Hill High School	16500 W SH 29
ROUND ROCK	Baca Senior Center	301 W Bagdad Ave Bldg 2	Round Rock
	Bluebonnet Trail Community Services	1009 N Georgetown Ave	Round Rock
	Brushy Creek Community Center	16318 Great Oaks Dr	Round Rock
	Cedar Ridge High School	2801 Gattis School Rd	Round Rock
	Central Texas Beauty College	1400 N Mays St	Round Rock
	Dell Diamond Heritage Center	3400 E Palm Valley Blvd	Round Rock
	Faith Baptist Church	3625 Gattis School Rd	Round Rock
	Fern Bluff MUD Community Center	7320 Wyoming Springs Rd	Round Rock
	Hilton Garden Inn	2310 North IH-35	Round Rock
	JB & Hallie Jester Annex	1801 E Old Settlers Blvd	Round Rock
	Round Rock High School	300 N Lake Creek Dr	Round Rock
	Round Rock Presbyterian Church	4010 Sam Bass Rd	Round Rock
	Round Rock Randalls	2051 Gattis School Road	Round Rock
	San Gabriel Rehab & Care	4100 College Park Dr	Round Rock
	Sleep Inn & Suites	1980 South IH 35 (Ex 251 McNeil Rd)	Round Rock
Teravista Community Center	4211 Teravista Club Dr	Round Rock	
TAYLOR	Main Street Events Center	3101 North Main	Taylor
	Taylor City Hall	400 Porter St	Taylor
	Taylor Public Library	801 Vance St	Taylor
THRALL	St John Lutheran Church	409 S Main St	Thrall
WEIR	First Baptist Church of Weir	315 FM 1105	Weir

Subject to change.
Sujeto a cambio.

EXHIBIT "B"
ANEXO "B"

EARLY VOTING SCHEDULE
(HORARIO DE LA VOTACION ADELANTADA)

**See attached schedule provided by Burnet County.
Mirar la lista (el programa) conectada proporcionada por el Condado Burnet.**

**See attached schedule provided by Llano County.
Mirar la lista (el programa) conectada proporcionada por el Condado Llano.**

**See attached schedule provided by Williamson County.
Mirar la lista (el programa) conectada proporcionada por el Condado Williamson.**

Subject to Change
Sujeto a Cambios

NOVEMBER 4, 2014
el 4 de noviembre de 2014

GENERAL, CONSTITUTIONAL AMENDMENT, AND LOCAL ELECTIONS
ELECCIONES GENERAL, ENMIENDA A LA CONSTITUCIÓN Y LOCALES

Burnet County, Texas
Condado de Burnet, Texas

Early Voting Locations and Hours
Sitios y Horarios de Votación Adelante

Polling Place <i>Sitio de Votación</i>		Address <i>Domicilio</i>		City <i>Ciudad</i>		
Burnet County Courthouse		220 S. Pierce		Burnet, TX 78611		
Marble Falls Courthouse South Annex		810 Steve Hawkins Pkwy.		Marble Falls, TX 78654		
Sunday <i>Domingo</i>	Monday <i>Lunes</i>	Tuesday <i>Martes</i>	Wednesday <i>Miércoles</i>	Thursday <i>Jueves</i>	Friday <i>Viernes</i>	Saturday <i>Sábado</i>
	October 20 <i>el 20 de oct.</i>	October 21 <i>el 21 de oct.</i>	October 22 <i>el 22 de oct.</i>	October 23 <i>el 23 de oct.</i>	October 24 <i>el 24 de oct.</i>	October 25 <i>el 25 de oct.</i>
	8am-5pm	8am-5pm	8am-5pm	7am-7pm	8am-5pm	9am-Noon
	October 27 <i>el 27 de oct.</i>	October 28 <i>el 28 de oct.</i>	October 29 <i>el 29 de oct.</i>	October 30 <i>el 30 de oct.</i>	October 31 <i>el 31 de oct.</i>	
	8am-5pm	8am-5pm	8am-5pm	7am-7pm	8am-5pm	

Subject to change.
Sujeto a cambio.

LLANO COUNTY, TEXAS

EARLY VOTING LOCATIONS AND TIME PERIOD

OCTOBER 20, 2014 THROUGH OCTOBER 31, 2014

Main location:

Llano County Library, 102 E. Haynie, Llano, Texas 78643
Hours 8:00 A.M. – 4:30 P.M Monday through Friday

Branch Locations:

Kingsland Public Library, 125 W. Polk, Kingsland, Texas 78639
Hours 9:00 A.M. – 4:00 P.M.

Horseshoe Bay Property Owners Association, 107 Twilight, Horseshoe Bay, Texas 78657
Hours 9:00 A.M. – 3:30 P.M.

Voting by Mail:

Applications for ballot by mail shall be mailed to:
Llano County Elections
P.O. Box 787
Llano, TX 78643

Applications for ballot by mail must be received no later than the close of business on October 24, 2014

Subject to change.
Sujeto a cambio.

WILLIAMSON COUNTY RESIDENTS

Williamson County Early Voting Schedule

Horario de la Votación Adelantada del Condado de Williamson

Joint General and Special Elections– November 4, 2014

Elecciones Generales y Especiales Conjuntas – 4 de noviembre del 2014

Dates and Times for Full-Time Locations:

Fechas y horarios para localidades de tiempo completo

Monday, October 20 through Friday, October 31

7:00 am to 7:00 pm

Sunday, October 26

12:00 pm to 6:00 pm

Del Lunes 20 de octubre al Viernes 31 de octubre

7:00 am – 7:00 pm

Domingo, 26 de octubre de 12:00 pm – 6:00 pm

Main Location- Localidad Central:

Williamson County Inner Loop Annex, 301 S.E. Inner Loop, Georgetown

Branch Locations - Otras localidades:

Parks & Recreation Admin. Bldg., 1101 N. College St., Georgetown

Cowan Creek Amenity Center, 1433 Cool Springs Way, Georgetown

BACA Senior Center, 301 W. Bagdad St., Bldg. 2, Round Rock

Round Rock Randalls, 2051 Gattis School Rd., Round Rock

Brushy Creek Community Center, 16318 Great Oaks Dr., Round Rock

J.B. and Hallie Jester Annex, 1801 E. Old Settlers Blvd., Round Rock

Anderson Mill Limited District, 11500 El Salido Pkwy., Austin

Cedar Park Public Library, 550 Discovery Blvd., Cedar Park

Cedar Park Randalls, 1400 Cypress Creek Rd., Cedar Park

Pat Bryson Municipal Hall, 201 N. Brushy St., Leander

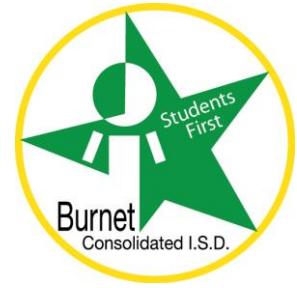
Hutto City Hall, 401 W. Front St., Hutto

Taylor City Hall, 400 Porter St., Taylor

Subject to change.

Sujeto a cambio.

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Superintendent's Office



Agenda Item #8G (Business Items)

Discussion and Possible Action regarding the Approval of Election Contract with Burnet County Elections Administrator and Joint Election Agreement

Recommendation

Approval of Election Contract and Joint Election Agreement

Summary

The Burnet County Election Contract and Joint Election Agreement for the November 4, 2014 Bond Election are attached for your review and consideration.

Respectfully Submitted by:

Keith McBurnett
Superintendent

CONTRACT FOR ELECTION SERVICES

THIS CONTRACT FOR ELECTION SERVICES (this "Contract") is made and entered into by and between the ELECTIONS ADMINISTRATOR OF BURNET COUNTY, TEXAS ("Contracting Officer") and the Local Political Subdivision set forth on the signature page of this Contract (the "LPS") pursuant to the authority under Section 31.092(a) of the Texas Election Code.

RECITALS

WHEREAS, the LPS expects to order an election during the term of this Contract and during any renewal term of this Contract (the "Election");

WHEREAS, the LPS desires that certain election services for the Election be provided by the Contracting Officer pursuant to Chapter 31, Subchapter D of the Texas Election Code and;

WHEREAS, the Contracting Officer and the LPS desire to enter into a contract setting out the respective responsibilities of the parties;

NOW, THEREFORE, the parties to this Contract agree as follows with respect to the coordination, supervision, and conduct of the Election.

I. GENERAL PROVISIONS.

- A. The purpose of this Contract is to maintain consistency and accessibility in voting practices, polling places, and election procedures to best assist the voters of the LPS. For purposes of this Contract the term "Election" will include any resulting recount or election contest. It will also apply to any election to resolve a tie.
- B. The Contracting Officer is hereby appointed to serve as the LPS's Election Officer and Early Voting Clerk to conduct the Election for those areas of the LPS located in Burnet County. As Election Officer and Early Voting Clerk, the Contracting Officer will coordinate, supervise and conduct all aspects of administering voting in connection with the Election in compliance with all applicable law except as otherwise provided in this Contract.
- C. The LPS agrees to commit the funds necessary to pay for election-related expenses for the LPS's election.
- D. The Contracting Officer has the right to enter into agreements with other entities at any time and may require that authorities of LPSs holding elections on the same day in all or part of the same territory to enter into a joint election agreement as authorized in Chapter 271 of the Texas Election Code. The LPS agrees to enter into a joint election agreement required by Burnet County.

II. RESPONSIBILITIES OF CONTRACTING OFFICER. The Contracting Officer shall be responsible for performing the following services and furnishing the following materials and equipment in connection with the election:

- A. ***Nomination of Presiding Judges and Alternate Judges.*** The Contracting Officer shall recruit and appoint Election Day presiding and alternate judges, central accumulation station

judges, and the Early Voting Ballot Board (EVBB) presiding judge, all of which shall meet the eligibility requirements in Subchapter C of Chapter 32 of the Texas Election Code.

B. *Notification to LPS.* The Contracting Officer shall provide the LPS with the most up-to-date list of presiding and alternate judges three weeks before the statutory deadline to order the election and again three weeks before Election Day. LPS acknowledges that the information provided may not be final or complete.

C. *Notification to Presiding and Alternate Judges; Appointment of Clerks.*

1. The Contracting Officer shall notify each presiding and alternate judge of his or her appointment. The notification will also include the assigned polling location, the date of the election training(s), the date and time of the election, the rate of compensation, the number of clerks the judge may appoint, the eligibility requirements for election workers, and the name of the presiding or alternate judge as appropriate.
2. The election judge will make the clerk appointments in consultation with the Contracting Officer. If a presiding judge or the alternate judge does not speak both English and Spanish, and the election precinct is one subject to Sections 272.002 and 272.009 of the Texas Election Code, the Contracting Officer shall ensure that a bilingual election clerk is appointed. The Contracting Officer shall notify the clerks of the same information that the judges receive under this section.

D. *Election Training.* The Contracting Officer shall be responsible for conducting election training for the presiding judges, alternate judges, clerks, and Early Voting deputies in the operation and troubleshooting of the direct record electronic (DRE) voting system and the conduct of elections, including qualifying voters, issuing ballot style codes, maintaining order at the polling location, conducting provisional voting and counting votes.

E. *Logic and Accuracy Testing.* In advance of Early Voting (including the sending out of any mail ballots), the Contracting Officer, the tabulation supervisor, and other members the Contracting Officer designates for the testing board shall conduct all logic and accuracy testing in accordance with the procedures set forth by the Texas Election Code and under guidelines provided by the Secretary of State's office. The Contracting Officer shall also be responsible for the publication of the required notice of such testing.

F. *Election Supplies.* The Contracting Officer shall procure, prepare, and distribute to the presiding judges for use at the polling locations on Election Day (and to the Early Voting clerks during Early Voting) the following election supplies: election and early voting kits (including the appropriate envelopes, lists, forms, name tags, posters, and signage described in Chapters 51, 61, and 62, and Subchapter B of Chapter 66 of the Texas Election Code) seals, sample ballots, thermal paper rolls for use in the Judge's Booth Controllers (JBCs), batteries for use in the JBCs and eSlates, labels for the electronic poll books, and all consumable-type office supplies necessary to hold an election.

G. *Registered Voter List.* The Contracting Officer shall provide lists of registered voters required by law for use on Election Day and for the Early Voting period.

H. Notice at Previous Polling Place. The Contracting Officer shall post notices of a change in a polling place at the entrance to the previous polling location. Section 43.062 of the Texas Election Code provides that the notice shall state the location has changed and give the location of the new polling place.

I. Election Equipment. The Contracting Officer shall prepare and distribute the Direct Record Electronic (DRE) voting system components from Hart InterCivic, Inc. ("Hart") for the election. This voting system includes the equipment referred to as "eSlates" and "Judge's Booth Controllers" (JBCs). Each polling location will have at least one voting machine that is accessible to disabled voters and provides a practical and effective means for voters with disabilities to cast a secret ballot.

J. Ballots. The Contracting Officer or designee shall be responsible for the preparation, printing, programming and distribution of English and Spanish ballots and sample ballots, including the mail ballots, based on the information provided by the LPS, including names of the candidates, names of the offices sought, order of names on the ballot, propositions on the ballot, and the Spanish translation of the offices and any propositions. The ballot will be prepared in these formats: DRE, paper and auditory.

K. Early Voting. In accordance with Sections 31.096 and 32.097(b) of the Texas Election Code, the Contracting Officer shall serve as Early Voting Clerk for the election.

1. The Contracting Officer shall supervise and conduct early voting by mail and by personal appearance and shall secure personnel to serve as Early Voting Deputies.
2. Early Voting by personal appearance for the election shall be conducted during the hours and time period and at the locations as determined by the Contracting Officer.
3. The Contracting Officer shall receive mail ballot applications on behalf of the LPS. All applications for mail ballots shall be processed in accordance with Title 7 of the Texas Election Code by the Contracting Officer or deputies at the Records Building, located behind the Burnet County Courthouse Annex at 1701 E. Polk St., Burnet, TX. Applications for mail ballots erroneously sent to the LPS shall be faxed promptly to the Contracting Officer for timely processing then the original application shall be forwarded to the Contracting Officer for proper retention.
4. Early voting ballots shall be secured and maintained at the Records Building at 1701 E. Polk St., Burnet, TX and in accordance with Chapter 87 of the Texas Election Code. The Early Voting Ballot Board shall meet at the same location unless posted differently.

L. Election Day Polling Locations. The Election Day polling locations are determined by the Contracting Officer in consultation with the LPS and in accordance with the Texas Election Code. The Contracting Officer shall arrange for the use of all Election Day polling places and shall arrange for the setting up of the polling location including tables, chairs and voting booths.

M. Election Day Activities.

1. The Contracting Officer and staff shall be available from 6:00 am until the completion of vote counting on Election Day to render technical support and assistance to voters and

election workers.

2. The Contracting Officer and staff shall prepare and conduct Election Night intake of election equipment, supplies and records.
3. The Contracting Officer and designee shall serve as central counting station manager and tabulation supervisor, counting the votes in conjunction with the Early Voting Ballot Board and the Central Counting Station judges.

N. *Election Night Reports.* The Contracting Officer shall prepare the unofficial and official tabulation of precinct results under Section 66.056(a) of the Texas Election Code. The unofficial tabulation of Early Voting precinct results and Election Day precinct results shall be made available to the LPS via e-mail as soon as they are prepared and may be released under law, but no earlier than 7:05 pm on Election Day. The tabulation reports may also be provided to other counties as necessary for the election.

O. *Provisional Votes/Determination of Mail Ballots Timely Received under Section 86.007(d) of the Texas Election Code.* The Contracting Officer, serving as voter registrar, shall retain the provisional voting affidavits and shall provide factual information on each of the provisional voters' status. The Contracting Officer shall reconvene the EVBB after the election within the time set forth in Section 65.051 of the Texas Election Code for the purpose of determining the disposition of the provisional votes. At the same time, the EVBB will review mail ballots timely received under Section 86.007(d) of the Texas Election Code to determine whether such will be counted and to resolve any issues with such ballots.

P. *Canvass Material Preparation.* Promptly after determination of the provisional votes and resolution of any mail ballots, the Contracting Officer shall work with the EVBB to tally the accepted provisional votes and resolved mail ballots, amend the unofficial tabulations, and submit new unofficial tabulations to the LPS. The reports will serve as the canvass materials for the LPS.

Q. *Custodian of Election Records.* The election records will be submitted to the LPS except for those records that must be maintained by the Contracting Officer as Voter Registrar in accordance with Section 66.051 of the Texas Election Code. The Contracting Officer is hereby appointed the custodian of voted ballots (which in the case of the ballots cast on the DRE voting system consists of the DVD backup) and shall preserve them in accordance with Chapter 66 of the Texas Election Code and other applicable law. The Contracting Officer shall also maintain custody of the records pertaining to the operation of the JBCs and eSlates.

R. *Recount.*

1. If required by law, the Contracting Officer shall perform a partial manual count of electronic voting system ballots in accordance with section 127.201 of the Texas Election Code. A recount may also be requested in accordance with Chapter 212 of the Texas Election Code.
2. The LPS shall advise the Contracting Officer if a recount is required by law or requested and the Contracting Officer and the LPS shall discuss how such recount is

to be conducted. The LPS shall reimburse the Contracting Officer for the cost of such count which is not included in the original invoice.

S. *Schedule for Performance of Services.* The Contracting Officer shall perform all election services in accordance and compliance with the time requirements set out in the Texas Election Code.

T. *Contracting with Third Parties.* In accordance with Section 31.098 of the Texas Election Code, the Contracting Officer is authorized to contract with third parties for election services and supplies. The cost of such third-party services and supplies will be paid by the Contracting Officer and reimbursed by the LPS.

U. *Department of Justice Preclearance for General Elections.* If required by law, any changes to the general conduct of voting in Burnet County will be pre-cleared through the United States Department of Justice by the Contracting Officer with copies of the submission and response e-mailed to the LPS.

III. RESPONSIBILITIES OF THE LPS. The LPS shall perform the following responsibilities:

A. *Applications for Mail Ballots.* The LPS shall date stamp and then as promptly as possible fax to the Contracting Officer all applications for mail ballots that it receives. Promptly thereafter, the LPS shall deliver or send by mail the original mail ballot applications to the Contracting Officer.

B. *Election Orders, Election Notices, and Canvass.* The LPS shall be responsible for preparing, adopting, publishing, and posting all required election orders, resolutions, notices and other documents, including bilingual materials, evidencing action by the governing authority of the LPS necessary to the conduct of the election. The LPS shall be responsible for conducting the official canvass of the election.

C. *Map/Annexations.* The LPS shall provide the Contracting Officer with an updated map and street index of its jurisdiction in an electronic or printed format and shall advise the Contracting Officer of any annexations or de-annexations.

D. *Department of Justice Preclearance for Special Elections.* If required by law, the LPS shall be individually responsible for obtaining appropriate preclearance from the United States Department of Justice for any special elections.

E. *Ballot Information.* The LPS shall prepare the text for the LPS's official ballot in English and Spanish and provide to the Contracting Officer as soon as possible at the end of the period for ordering the election or filing for candidacy. The ballot information shall include a list of propositions showing the order and the exact manner in which the candidates' names and the propositions are to appear on the ballot. The LPS shall promptly review for correctness the ballot when requested by the Contracting Officer to do so prior to finalization and shall approve by e-mail or by signature in person.

F. *Precinct Reports to the Texas Secretary of State.* Based on information provided by the Contracting Officer, the LPS shall prepare and file all required precinct reports with the Texas Secretary of State.

G. **Annual Voting Report.** The LPS shall be responsible for filing its annual voting system report to the Texas Secretary of State as required under Chapter 123 *et seq.* of the Texas Election Code.

IV. SPECIAL PROVISIONS RELATING TO ELECTION WORKERS

A. **Number of Election Workers at Election Day Polling Locations.** It is agreed by the Contracting Officer and the LPS that there will be at least three election workers at each Election Day polling location: the presiding judge, an alternate judge, and at least one election clerk appointed by the presiding judge. The number of necessary clerks is derived from the number of elections at the poll and the number of registered voters for that poll.

B. **Compensation for Election Workers.** The Contracting Officer shall compensate all election workers in accordance with the Contracting Officer's established compensation policies, in accordance with the Texas Election Code and using the rates set by Burnet County Commissioners Court for county elections. The Contracting Officer shall pay the workers and be reimbursed by the entities sharing the polling location unless a polling place is open for only one LPS holding an election. In this case, the LPS shall pay the election workers directly.

V. PAYMENT

A. **Charges and Distribution of Costs.** In consideration of the joint election services provided by the Contracting Officer, the LPS will be charged a share of election costs and an administrative fee. The costs distribution is set forth in the Joint Election Agreement. The cost estimate is set forth in the Cost Estimate.

B. **Administrative Fee.** The Contracting Officer shall charge a fee equal to 10% of the LPS's share of the cost of the election or a minimum of \$75.00.

C. **Equipment Rental Fee.** Per Section 123.032(d) of the Texas Election Code, the Burnet County Commissioners Court has set the equipment rental fee at \$150 per JBC and per eSlate. There is no charge for Early Voting rental of equipment. If the County acquires additional equipment, different voting equipment, or upgrades existing equipment during the term of this Contract, the charge for the use of the equipment may be reset by the Burnet County Commissioners Court.

D. **Fixed Lump Sum Price for Districts other than Cities, School Districts and Central Texas Groundwater Conservation District.** A LPS that is not a city, school district or the Central Texas Groundwater Conservation District shall pay the Contracting Officer a fixed lump sum price to administer its election. The only item not included in the lump sum price is the cost of any recount.

E. **Payment.** The Contracting Officer's invoice shall be due and payable to the address set forth in the invoice within 30 days from the date of receipt by the LPS.

VI. TERM AND TERMINATION

A. **Initial Term.** The initial term of this Contract shall commence upon the last party's execution

hereof and shall continue thereafter in full force and effect for one year, subject to the termination rights set forth herein.

- B. **Renewal.** Subject to the termination rights set forth herein, this Contract shall automatically renew for a one-year term.
- C. **Termination.** If either party wishes to terminate this Contract for convenience or for cause the party must provide thirty (30) business days' written notice to the other party and allow for discussion of the desired outcome and options to reach the desired outcome. In the event of termination, it is understood and agreed that only the amounts due to the Contracting Officer for services provided and expenses incurred will be due and payable.

VII. MISCELLANEOUS PROVISIONS

- A. **Nontransferable Functions.** In accordance with Section 31.096 of the Texas Election Code, nothing in this Contract shall authorize or permit a change in:
 - 1. The authority with whom or the place at which any document or record relating to the election is to be filed;
 - 2. The officers who conduct the official canvass of the election returns;
 - 3. The authority to serve as custodian of voted ballots or other election records; or
 - 4. Any other nontransferable function specified under Section 31.096 or other provisions of Texas law.
- B. **Cancellation of Election.** If the LPS cancels its election pursuant to Section 2.053 of the Texas Election Code, the Contracting Officer shall be entitled to receive an administrative fee of \$75. The Contracting Officer shall submit an invoice for the administrative fee as soon as reasonably possible after the cancellation, and the LPS shall make payment therefore in a manner similar to that set forth in V. PAYMENT above.
- C. **Contract Copies to Treasurer and Auditor.** In accordance with Section 31.099 of the Texas Election Code, the Contracting Officer agrees to file copies of this Contract with the County Treasurer and the County Auditor of Burnet County, Texas.
- D. **Election to Resolve a Tie.** In the event that an election is necessary to resolve a tie vote, the terms of this Contract shall extend to the second election, except:
 - 1. The LPS and the Contracting Officer will agree upon the date of the election and the early voting schedule subject to provisions of the Election Code and with regard to other elections conducted by the Contracting Officer.
 - 2. The LPS will be responsible for any Department of Justice preclearance submission under Section 5 of the Federal Voting Rights Act.
 - 3. An attempt will be made to use election workers that worked in the first election; those poll workers will not have additional training provided by the Contracting Officer.

4. The cost of the election will be borne by the LPS; the Contracting Officer will work with the LPS on cost management.

E. Amendment/ Modification. Except as otherwise provided, this Contract may not be amended, modified, or changed in any respect except in writing, duly executed by the parties hereto. Both the Contracting Officer and the LPS may propose necessary amendments or modifications to this Contract in writing in order to conduct the election smoothly and efficiently, except that any such proposals must be approved by the Contracting Officer and the governing body of the LPS or its authorized agent, respectively.

F. Severability. If any provision of this Contract is found to be invalid, illegal, or unenforceable a court of competent jurisdiction, such invalidity, illegality, or unenforceability shall not affect the remaining provisions of this Contract and parties to this Contract shall perform their obligations under this Contract in accordance with the intent of the parties to this Contract as expressed in the terms and provisions.

G. Representatives. For purposes of implementing this Contract and coordinating activities, the Contracting Officer and the LPS designate the following individuals for submission of information, documents and notice:

For the Contracting Officer:

Barbara Agnew
Elections Administrator, Burnet County
220 S. Pierce
Burnet, TX 78611
Tel: (512) 715-5288
Fax: (512) 715-5287
Email: electadmin@burnetcountytexas.org

For the LPS:

* * *

WITNESS BY MY HAND THIS THE 19th DAY OF June, 2014.

CONTRACTING OFFICER:

Barbara M Agnew

Barbara Agnew, Elections Administrator
Burnet County, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____, 20____.

THE LOCAL POLITICAL SUBDIVISION:

Name of Entity: _____

By: _____

Printed Name: _____

Official Capacity: _____

ATTEST: _____

JOINT ELECTION AGREEMENT 2014-2015

FOR BURNET COUNTY LOCAL POLITICAL SUBDIVISIONS

Whereas, the undersigned local political subdivisions, collectively referred to hereafter as the "LPSs", each anticipate holding election(s) from August 2014 to July 2015; and

Whereas, each of the LPSs is located partially or entirely within Burnet County, Texas (the "County"); and

Whereas, the County has contracted or is contracting with each LPS to conduct and provide election services for such LPS's election(s) from August 2014 to July 2015; and

Whereas, the LPSs all desire to enter into a joint election agreement for the purpose of sharing election equipment, costs, services of election officials, and sharing precinct polling locations and election ballots where appropriate.

NOW THEREFORE, the LPSs agree as follows:

- I. **Scope of Joint Election Agreement.** The LPSs enter this Joint Election Agreement ("Agreement") for the conduct of the elections to be held from August 2014 through July 2015.
- II. **Appoint Election Officer.** The LPSs appoint the Burnet County Elections Administrator to serve as the Election Officer for each LPS in order to perform and supervise the duties and responsibilities of the Election Officer for any election from August 2014 through July 2015.
- III. **Early Voting Polling Locations.** The Early Voting locations for the elections will be at the main Burnet Courthouse, 220 S. Pierce, Burnet, TX 78611 and the Courthouse South Annex in Marble Falls, 810 Steve Hawkins Pkwy., Marble Falls, TX 78654. The costs incurred in connection with the Burnet Courthouse Early Voting location will be shared only by the Burnet Consolidated Independent School District, the City of Burnet, the City of Bertram, the Central Texas Groundwater Conservation District (CTGCD) and Burnet County. The costs incurred in connection with the Courthouse South Annex Early Voting location will be shared only by the Marble Falls Independent School District, the City of Marble Falls, the City of Granite Shoals, the City of Cottonwood Shores, the City of Meadowlakes, the City of Highland Haven, the City of Horseshoe Bay, the CTGCD and Burnet County.
- IV. **Election Day Polling Locations.** Election Day voting shall be held in common precincts where appropriate at the dates, times, and locations recommended by the Election Officer and authorized and ordered by the governing body of each LPS. Those will be decided within one week after the last day to order an election.
- V. **Cost Sharing.** The LPSs agree to the cost sharing provisions below. This includes Burnet County, the school districts of the county, the cities of the county, and the Central Texas Groundwater Conservation District. Other entities pay a lump sum of \$1,000 for their election.
- VI. **Effective Date.** This Agreement becomes effective upon execution by the participating LPSs.
- VII. **Amendments.** This Agreement may not be amended or modified except in writing and executed by each LPS.

COST SHARING – NOVEMBER UNIFORM ELECTION DATE

- I. The following expenses will be shared equally by all LPSs holding an election including Burnet County: the newspaper notice for the Logic and Accuracy Test of the ballots, consumable election supplies, and ballot programming.
- II. The user fees for the voting equipment, election worker payroll, and mileage payments to poll workers will follow these cost sharing arrangements:
 - a. The county will bear at least 70% of these election costs at each voting location. The remaining 30% will be shared so that 20% is paid by the Independent School District (ISD) or CTGCD associated with the polling place and the remaining 10% is paid by any/all cities equally sharing the costs. If both the ISD and CTGCD are holding elections, they each pay 10%, with any/all cities equally sharing the remaining 10%.
 - b. If there is no city election, the ISD or CTGCD associated with the polling place pays 20% or 10% each and the county the remaining 80%. Subsequently, if there is no ISD or CTGCD election, any/all cities pay 10% of the costs associated with the polling place and the county pays 90%.
 - c. If there is no city, no ISD and no CTGCD election, the county pays 100% of the costs.
- III. It is acknowledged that there are more polling locations and poll workers required for General Elections (even-numbered years) than for Constitutional Amendment elections (odd-numbered years).

COST SHARING – MAY UNIFORM ELECTION DATE

- I. The following expenses will be shared equally by all LPSs holding an election including Burnet County: the newspaper notice for the Logic and Accuracy Test of the ballots, consumable election supplies, and ballot programming.
- II. The user fees for the voting equipment, election worker payroll, and mileage payments to poll workers will follow these cost sharing arrangements:
 - a. For polling locations conducting elections of the county: the county will bear 50% of the election costs at each voting location. The remaining 50% will be shared so that 40% is paid by the Independent School District (ISD) associated with the polling place and the remaining 10% is paid by any/all cities equally sharing the costs.
 - b. If there is no city election, the ISD associated with the polling place pays 50%. Subsequently, if there is no ISD election, any/all cities pay 50% of the costs equally.
 - c. If there is no city or ISD election the county pays 100%.
 - d. For polling locations NOT conducting elections of the county: the ISD pays 80% and any/all cities pay 20% equally.
 - e. If there is no city election, the ISD pays 100%.
 - f. If there is no ISD election, any/all cities pay 100% equally.

A cost estimate for the LPS election will be submitted separately.

APPROVED BY THE GOVERNING BODY OF _____ in its meeting held the
____ day of _____, 201_, and executed by its authorized representative.

By: _____
Name: _____
Title: _____

ACKNOWLEDGED BY:

Barbara M Agnew
Barbara Agnew
Elections Administrator, Burnet County, Texas

6/12/14
Date

NOVEMBER 4, 2014
GENERAL, CONSTITUTIONAL AMENDMENT, AND LOCAL ELECTIONS
Burnet County, Texas

Early Voting Locations and Hours

Polling Place		Address			City	
Burnet County Courthouse		220 S. Pierce			Burnet, TX 78611	
Marble Falls Courthouse South Annex		810 Steve Hawkins Pkwy.			Marble Falls, TX 78654	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<i>October 20</i> 8am-5pm	<i>October 21</i> 8am-5pm	<i>October 22</i> 8am-5pm	<i>October 23</i> 7am-7pm	<i>October 24</i> 8am-5pm	<i>October 25</i> 9am-Noon
<i>October 26</i>	<i>October 27</i> 8am-5pm	<i>October 28</i> 8am-5pm	<i>October 29</i> 8am-5pm	<i>October 30</i> 7am-7pm	<i>October 31</i> 8am-5pm	<i>November 1</i>
<i>November 2</i>	<i>November 3</i>	<i>November 4</i> Election Day Polls Open 7 am-7pm				

**Election Day Polling Locations – Burnet County
 Burnet Consolidated Independent School District
 November 4, 2014 Bond Election**

Voting Precinct	Polling Location
1	First Lutheran Church, 133 Apollo Dr., Burnet, TX 78611
2	Burnet County Courthouse, 220 S. Pierce St., Burnet, TX 78611
5	Silver Creek Community Center, 101 CR 128, Burnet, TX 78611
6	Smithwick Community Center, 10800 E. FM 1431, Marble Falls, TX 78654
7	Cassie Community Center, 3920 FM 690, Burnet, TX 78611
8	Hoover Valley Volunteer Fire Dept., 303 Sherwood Dr., Burnet, TX 78611
9	Highland Haven Community Center, 118 Blackbird Dr., Highland Haven, TX 78654
10	Iglesia Bautista Emanuel Church, (CR 330 and FM 243) 4000 W. FM 243, Bertram, TX 78605
11	Naruna Church, 9170 FM 1478 (Naruna), Burnet, TX 78611
12	Bertram Library, 170 N. Gabriel St., Bertram, TX 78605
13	Ambassadors for Christ Church, 4030 E. SH 29, Bertram, TX 78605
14	Lake Victor Community Center, 200 Lake Ave., Burnet, TX 78611
15	Briggs Community Center, 215 Loop 308, Briggs, TX 78608
16	Oakalla Community Center and Public Library, 29011 FM 963, Oakalla, TX 78608
17	Burnet County North Annex, 1701 E. Polk St., Burnet, TX 78611
20	Church of Christ, 711 Broadway, Marble Falls, TX 78654



REC'D JUN 16 2014

THE COUNTY OF BURNET
Burnet, Texas 78611

June 11, 2014

Addressee List – Burnet County Local Political Subdivisions

Re: Contracts for Election Services, Joint Election Agreements, and November 2014

Dear friends in Burnet County:

Please read the enclosed contract and joint election agreement which are effective August 2014 to July 2015 and let me know if you have questions. The main change from last year is the lump sum election charge for entities that aren't cities, school districts and the groundwater district went from \$500 to \$1,000.

Your entity may sign and return the Contract and Joint Election Agreements at any time and they will be effective for the November 2014 and/or the May 2015 elections.

If you anticipate holding a November 2014 election, please contact me for the early voting schedule, a cost estimate and your Election Day polling locations. The complete election calendar for November is posted on the Texas Secretary of State's website at: www.sos.state.tx.us.

Thank you. We look forward to working with you this fall or in the spring of 2015. Please call or e-mail me your questions.

Best Regards,

Barbara M. Agnew
Burnet County Elections Administrator
220 S. Pierce
Burnet, TX 78611
512-715-5288
electadmin@burnetcountytexas.org

Estimated Election Expenses – Burnet County

**Burnet Consolidated Independent School District
November 4, 2014 Bond Election ***

Payroll:

Early Voting Workers	\$ 900.00
Election Day Judges and Clerks (includes mileage)	\$ 1,600.00
Early Voting Ballot Board	\$ 200.00
Testing Board Members (other than the Elections Administrator and assistants)	\$ 50.00
Central Counting Station judges and clerks	\$ 50.00
<u>User Fee for DRE equipment **</u> Election Day only; no charge for Early Voting	\$ 2,400.00
<u>Newspaper notice for L & A Testing</u>	\$ 50.00
<u>Consumable Supplies</u>	\$ 200.00
<u>Ballot Programming</u>	\$ 250.00

Subtotal \$ 5,700.00

10% Administrative Fee Payable to Burnet County Elections
Administrator: \$ 570.00

Grand Total Estimated Election Expenses: \$ 6,270.00

*Assumes cost sharing with Burnet County and perhaps other local political subdivisions.

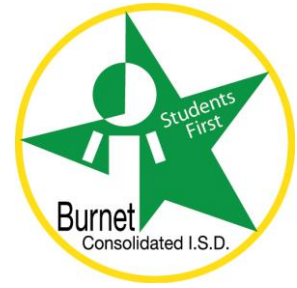
** User fee as established by commissioners court is \$150.00/unit.

Estimated Expenses BCISD November 2014 – Some Detail

1. Early voting workers at the Burnet Courthouse: 5 people x \$8/hour x 107 hours = \$4,280.
According to contract Burnet County 80% = \$3,424; if ONLY BCISD or CTGCD, 20% is \$856, estimated to \$900. If both have elections, 10% each = \$428.
2. Election Day judges and clerks:
16 polls x \$9/hr. x 14 hours x 4 people = \$8,064.
Of these, 6 polls anticipate sharing with CTGCD (pcts. 2, 13, 14, 15, 16 and 17) and 10 polls will share with Burnet County only. If no CTGCD election, BCISD pays 20% of the \$8,064 with Burnet County paying the other 20%. Estimate:
20% of \$8,064 = \$1,613.
3. Early Voting Ballot Board:
8 people x \$9/hr. x 14 hours = \$1,008. 20% for BCISD is estimated to \$200.
4. Testing board estimate of \$50 is based on previous invoices. No new estimating.
5. Same as #4 for central counting station judges and clerks.
6. User fee for Election Day DRE equipment:
16 polls x 5 pieces x \$150 each = \$12,000; county covers 80% = 9,600 and BCISD 20% is \$2,400.
(This may have been estimated a little low).
7. The last 3 item estimates (newspaper notice of testing, consumable supplies and ballot programming) are based on previous Notice invoices, a large number of supplies needed and a relatively small number of entities sharing ballot programming costs.

Thank you! Barb Agnew, Burnet County Elections Administrator

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Superintendent's Office



Agenda Item #8H (Business Items)

Discussion and Possible Action regarding the Approval of Election Contract with Llano County Elections Administrator and Joint Election Agreement

Recommendation

Approval of Election Contract and Joint Election Agreement

Summary

The Llano County Election Contract and Joint Election Agreement for the November 4, 2014 Bond Election are attached for your review and consideration.

Respectfully Submitted by:

Keith McBurnett
Superintendent

**CONTRACT FOR ELECTION SERVICES
BETWEEN LLANO COUNTY AND
THE BURNET CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
FOR THE NOVEMBER 4, 2014 GENERAL ELECTION**

THIS CONTRACT is made and entered into by and between Llano County, Texas, hereinafter referred to as the "County" and the Burnet Consolidated Independent School District, hereinafter referred to as "the CISD," pursuant to the authority under Section 31.092(a) of the Texas Election Code. In consideration of the mutual covenants and promises hereinafter set forth, the parties to this contract agree to the following with regard to coordination, supervision, and running of the CISD's November 4, 2014 General Election ("the election").

I. RESPONSIBILITIES OF CONTRACTING OFFICER. The County will provide an Election Administrator who will serve as Contracting Officer. The Contracting Officer shall be responsible for performing the following services and furnishing the following materials and equipment in connection with the election:

A. *Nomination of Presiding Judges and Alternate Judges.* Within 15 days after the last party executes this contract or by **August 28, 2014**, whichever is later, the Contracting Officer shall submit to the CISD for approval by the CISD board of trustees a proposed list of presiding election judges ("presiding judges") and alternate presiding judges ("alternate judges") for each of the CISD's three election day polling locations. Such proposed presiding judges and alternate judges shall meet the eligibility requirements in Subchapter C of Chapter 32 of the Texas Election Code.

B. *Notification to Presiding and Alternate Judges; Appointment of Clerks.*

1. Promptly after being advised by the CISD of the names of the presiding and alternate judges appointed, the Contracting Officer shall notify each presiding judge and alternate judge of his or her appointment. The notification will also include the assigned polling location, the date of the election school(s), the eligibility requirements for election workers, the date and time of the election, the rate of compensation, the number of election clerks the presiding judge may appoint, and the name of the presiding or alternate judge, as appropriate.

2. The Contracting Officer will include with the notification to each presiding judge, or send them promptly thereafter, a list of registered voters in the territory of the Burnet Consolidated Independent School District who are willing to serve as election clerks from which each judge shall make his or her clerk appointments. The Contracting Officer shall ensure that the presiding judges make the appropriate election clerk appointments and notify the clerks of their appointments.

3. The Contracting Officer shall prepare writs of election to the presiding judges in accordance with Section 4.007 of the Texas Election Code to be signed by the presiding officer of the CISD board of trustees. The writs of election shall be delivered to the presiding judges as prescribed by law.

C. *Contracting with Third Parties.* In accordance with Section 31.098 of the Texas Election Code, the Contracting Officer is authorized to contract with third persons for election services and supplies. The cost of such third-person services and supplies will either be paid by the Contracting Officer and

reimbursed to the County by the CISD or the CISD will pay such cost directly to the third persons, as agreed by the parties at the time the services and supplies are ordered.

D. *Election School(s).* The Contracting Officer shall be responsible for conducting one or more, in her discretion, election schools to train the presiding judges, alternate judges, election clerks, and early voting clerks in the conduct of elections, including qualifying voters, provisional voting, and the counting of ballots. The Contracting Officer shall determine the date, time, and place for such school(s) and notify the presiding judges, alternate judges, and election clerks of such. The Contracting Officer may hold the election school(s) on a Saturday in order to increase its availability to election workers who are employed during the regular work week. To the extent possible, such election schools shall be conducted within the CISD territory and at CISD facilities.

E. *Election Supplies; Sample Ballots.* The Contracting Officer shall procure, prepare, and distribute to the presiding judges for use at the polling locations on Election Day (and to the Early Voting clerks during Early Voting) the following consumable election supplies: election kits from third-party vendors (including the appropriate envelopes, lists, forms, name tags, posters, and signage described in Chapters 51, 61, and 62, and Subchapter B of Chapter 66 of the Texas Election Code); pens; pencils; tape; markers; paper clips; ballot box seals; sample ballots; tacks, and all consumable-type office supplies necessary to hold an election. In addition, the Contracting Officer shall procure Early Voting mail ballot kits from third-party vendors. The Contracting Officer shall also make available for use in the election, at no cost to the CISD, from her stock of election supplies nonconsumable election supplies, such as magnifying glasses, clipboards, staplers, and scissors. Such nonconsumable election supplies shall be returned to the Contracting Officer when the election is over. The Contracting Officer shall prepare sample ballots for use at the polling locations, copied onto yellow paper. The Contracting Officer shall also procure white copy paper, for the purpose of photocopying extra poll lists, signature rosters, compensation sheets, tally lists, and return lists, and yellow copy paper for the purpose of creating sample ballots.

F. *Registered Voter List.* The Contracting Officer shall obtain from the appropriate Voter Registrar(s) all lists of registered voters in the CISD territory required for use on Election Day and for the early voting period required by law.

G. *Ballot Boxes and Transport Bags.* The Contracting Officer shall make available for use in the election, at no cost to the CISD, the appropriate number of Llano County-owned transport bags to carry election supplies. The transport bags will be returned to the Contracting Officer at the conclusion of the election. The Contracting Officer shall have the transport bags (containing election supplies) ready to be picked up by each presiding judge, or the designee of the presiding judge, on Monday, November 3, 2014 at the Llano County Election Department, 1447 E. State Hwy. 71, Llano, TX 78643 and shall notify each presiding judge of the time such shall be ready.

H. *Ballots.* The Contracting Officer shall be responsible for the programming of the direct recording electronic voting devices (referred to as DRE's) and the printing of ballots requested by mail. The Contracting Officer shall be responsible for distributing the DRE's along with the election supplies.

I. *Early Voting.* In accordance with Sections 31.096 and 31.097(b) of the Texas Election Code, the Contracting Officer will serve as Early Voting Clerk for the election.

1. The Contracting Officer shall supervise and conduct Early Voting by mail and personal appearance and shall secure personnel to serve as Early Voting Deputies.

2. Early Voting by personal appearance for the election shall be conducted during the hours and time period and at the locations listed in Exhibit "A," attached hereto and made a part of this contract. The Contracting Officer shall ensure that the Early Voting polling location is set up for early voting and has the necessary tables, chairs, and voting booths.

3. The Contracting Officer may receive mail ballot applications on behalf of the CISD. All applications for mail ballots shall be processed in accordance with Title 7 of the Texas Election Code by the Contracting Officer or her deputies at P.O. Box 787 or 1447 E. State Hwy. 71, Llano, Texas 78643.

4. All Early Voting ballots (those cast by mail and those cast by personal appearance) shall be secured and maintained by the Contracting Officer and delivered by her or her deputy for counting in accordance with Chapter 87 of the Texas Election Code to the Early Voting Ballot Board at the Llano County Election Department, 1447 E. State Hwy. 71, Llano, TX 78643 on November 4, 2014.

J. Election Day Polling Locations. The Election Day polling locations are those listed in Exhibit "B," attached hereto and made a part of this contract. The Contracting Officer shall arrange for the use of all Election Day polling places and shall arrange for the setting up of all polling locations for Election Day, including ensuring that each polling location has the necessary tables, chairs, and voting booths.

K. Election Reports. The Contracting Officer shall prepare the unofficial tabulation of precinct results under Section 66.056(a) of the Texas Election Code and shall provide a copy of the tabulation to the ISD as soon as possible after the Contracting Officer has received the precinct returns on Election Day night.

L. Custodian of Voted Ballots. The Contracting Officer is hereby appointed the custodian of voted ballots and shall preserve them in accordance with Chapter 66 of the Texas Election Code and other applicable law. The remaining election records shall be returned by the Contracting Officer to the CISD once the tabulation is completed.

II. RESPONSIBILITIES OF THE CISD. The CISD shall assume the following responsibilities:

A. Appointment of Presiding Judges and Alternate Judges. Promptly after receiving the proposed list of presiding judges and alternate judges from the Contracting Officer, and within such time so as not to impede the orderly conduct of the election, under Section 32.005 of the Texas Election Code, the CISD shall appoint the presiding judges and alternate judges for the three polling locations from the proposed list or shall appoint other presiding judges or alternate judges acceptable to the CISD from other sources. If from other sources, the CISD shall ensure that the appointees meet the eligibility requirements in Subchapter C of Chapter 32 of the Texas Election Code. Within five days after appointing the presiding judges and alternate judges, the CISD shall provide a list of the appointments to the Contracting Officer.

B. Election School(s). At the request of the Contracting Officer, and at no cost to the Contracting Officer, the CISD will make available space in an CISD building to hold the election school(s).

C. Assistance in Providing Bilingual Clerks. In compliance with section 272.009 of the Texas Election Code, the CISD shall, at its cost, have available at a central location one clerk who is fluent in both English and Spanish to provide assistance to Spanish-speaking voters or provide a list of people who will translate by phone. The CISD shall provide the name, location, and telephone number of such clerk to the Contracting Officer. The Contracting Officer has a list of phone contacts if needed.

D. ***Polling Locations.*** The CISD shall pay the cost of all employee services required to provide access, security, or custodial services for the polling locations.

E. ***Applications for Mail Ballots.*** The CISD shall date stamp and then immediately fax to the Contracting Officer all applications for mail ballots that it receives. Promptly thereafter, the CISD shall deliver or send by mail the original mail ballot applications to the Contracting Officer.

F. ***Election Orders, Election Notices, Canvass.*** The CISD shall prepare the election order, resolutions, notices, justice department submissions, official canvass, and other pertinent documents for adoption by the appropriate office or body. The CISD is responsible for ensuring that all necessary documents, including the notice of election, are in both English and Spanish. The CISD assumes the responsibility of promoting the schedules for Early Voting and Election Day.

G. ***Publication/Posting of Election Notice.*** The CISD shall be responsible for having the required election notice under Section 4.003(a)(1) of the Texas Election Code published once in the newspaper. The ISD shall also be responsible for posting the notice required under Section 4.003(b) of the Texas Election Code in the following CISD building:

Burnet CISD
Administrative Offices
208 E. Brier St.
Burnet, TX 78611

H. ***Map.*** The CISD shall provide the Contracting Officer with an updated map and street index of their jurisdiction in an electronic or printed format within such time as to enable the Contracting Officer to obtain the appropriate voter registration lists from the Voter Registrar(s) in time for the processing of early voting by mail.

I. ***Paper Ballots.*** In advance of the September 20, 2014 date on which the Texas Secretary of State's Office encourages the mailing out of ballots for early voting by mail, the Contracting Officer shall prepare the necessary paper ballots for the election. The ballots shall be in English with the Spanish translation included.

J. ***Preclearance.*** The CISD shall prepare and submit to the U.S. Department of Justice under the Federal Voting Rights Act of 1965, any required submissions on voting changes. The Contracting Officer shall have no responsibility with respect to preclearance procedures.

III. SPECIAL PROVISIONS RELATING TO ELECTION WORKERS

A. ***Compensation.*** The parties agree that presiding judges, alternate judges, election clerks, and the Early Voting deputies will be compensated at a rate of \$8.00/hr. They will be compensated for all hours actually worked, including the time to set up the polling location and the time to complete the counting and to wrap up the paper work, but not to exceed one hour before and one hour after the polling location is open for voting. The presiding judge, or the election worker at the polling location that he or she designates, who picks up the election supplies on November 3, 2014 from the Contracting Officer and who returns the remaining supplies, ballot boxes, and all other election records from the polling location to the Contracting Officer will receive a fee not to exceed \$25 at the same time that payment is made for the hours worked.

B. *Number of Election Workers.* The parties agree that at all polling locations there will be a minimum of three election workers, consisting of the presiding judge, alternate judge, and one election clerk appointed by the presiding judge.

IV. PAYMENT

A. *Billing.* Within five days after Election Day, the Contracting Officer will submit the compensation sheets to the CISD signed by the respective presiding judge, detailing for each election worker who worked on Election Day the number of hours worked, whether the worker attended election school, and the compensation due each worker. As soon as reasonably possible after Election Day, the Contracting Officer will submit an itemized invoice to the CISD for (1) actual expenses directly attributable to the coordination, supervision, and running of the election and incurred or promised on behalf of the CISD by the Contracting Officer, including expenses for Early Voting deputy wages, supplies in connection with the election school(s), publication and printing of election notices, election supplies, wages paid to the Contracting Officer's employees for services under this contract performed outside of normal business hours, and any other expenses reasonably and directly related to the election, and (2) the Contracting Officer's fee under Section 31.100(d) of the Texas Election Code. Expenses related to wages shall be supported by compensation sheets. Other expenses shall be supported by invoices or receipts, except that the price of items coming out of the Contracting Officer's stock of election supplies shall be supported by the Contracting Officer's certificate about the number of items used and the unit cost therefore according to the vendor's standard price list.

B. *Payment.* The CISD shall pay the Contracting Officer's invoice within 30 days from the date of receipt. If the CISD disputes any portion of the invoice, the CISD shall pay the undisputed portion of the invoice, and the parties will discuss in good faith a resolution of the disputed portion.

C. *Expense Item Larger than \$500.* If a single election expense exceeds \$500, the Contracting Officer reserves the right to invoice the CISD for such expense at the time it is incurred, supported by an invoice or receipt, rather than waiting until after Election Day. The CISD shall pay such invoice within 30 days from the date of receipt.

D. *Estimated Cost of Services.* A cost estimate for election expenses is attached hereto and made a part of this contract as Exhibit "C." The parties agree that this is an estimate only and that the CISD is obligated to pay the actual expenses of the election as set forth herein. The Contracting Officer agrees to advise the CISD if it appears that the actual expenses incurred by the Contracting Officer will exceed by 20% or more the estimated expenses to be paid initially by the Contracting Officer and reimbursed by the CISD.

V. GENERAL PROVISIONS

A. *Nontransferable Functions.* In accordance with Section 31.096 of the Texas Election Code, nothing in this contract shall be construed as changing:

1. the authority with whom applications of candidates for a place on the ballot are filed;
2. the authority with whom documents relating to political funds and campaigns under Title 15 of the Texas Election Code are filed; or
3. the authority to serve as custodian of voted ballots or other election records, except that the Contracting Officer will become the custodian of the voted ballots.

B. Joint Election. The parties acknowledge that the Elections Administrator may contract with other entities holding elections at the same time as the CISD on November 4, 2014. They also acknowledge that the CISD may share the early voting locations set out in Exhibit "A".

C. Cancellation of Election. If the CISD cancels its election pursuant to Chapter 2, Subchapter C of the Texas Election Code, the Contracting Officer shall only be entitled to receive the actual expenses incurred before the date of cancellation in connection with the election and an administrative fee of \$75. The Contracting Officer shall submit an invoice for such expenses (properly supported as described in paragraph IV. PAYMENT above) as soon as reasonably possible after the cancellation and the CISD shall make payment therefore in a manner similar to that set forth in paragraph IV. PAYMENT above. The Contracting Officer agrees to use reasonable diligence not to incur major costs in connection with election preparations until it is known that the election will be held, unless the CISD authorizes such major costs in writing.

D. Contract Copies to Treasurer and Auditor. In accordance with Section 31.099 of the Texas Election Code, the Contracting Officer agrees to file copies of this contract with the County Treasurer of Llano County, Texas and the County Auditor of Llano County, Texas.

E. Representatives. For purposes of implementing this contract and coordinating activities hereunder, the CISD and the Contracting Officer designate the following individuals, and whenever the contract requires submission of information or documents or notice to the CISD or the Contracting Officer, respectively, submission or notice shall be to these individuals:

For the ISD:

Keith McBurnett
Superintendent
Burnet Consolidated Independent School
District
208 E. Brier St.
Burnet, Texas 78611
Tel: (512) 715-5120
Fax: (325) 756-7498
Email:

For the Contracting Officer:

Cindy Ware
Elections Administrator
Llano County
P.O. Box 787
1447 E. Highway 71
Llano, Texas 78643
Tel: (325) 247-5425
Fax: (325) 247-5624
Email: elections@co.llano.tx.us

Neither of these individuals has authority to amend this contract or vary its terms.

WITNESS BY MY HAND THIS THE 23rd DAY OF July, 2014.



Cindy Ware
Elections Administrator
Llano County, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____, 2014.

Keith McBurnett
Superintendent
Burnet Consolidated Independent School District
Burnet, Texas

EXHIBIT B

ELECTION DAY POLLING LOCATIONS
November 4, 2014

- #203 Buchanan Dam
East Llano Anex
8347 RR 1431 West
Buchanan Dam, Texas

- #204 Bluffton
Lakeshore Branch Library
7346 RR 261
Buchanan Dam, Texas

- #205 Tow
First Baptist Church
16521 RR 2241
Tow, Texas

EXHIBIT A

EARLY VOTING LOCATIONS AND TIME PERIOD

OCTOBER 20, 2014 THROUGH OCTOBER 31, 2014

Main location:

Llano County Library, 102 E. Haynie, Llano, Texas 78643
Hours 8:00 A.M. – 4:30 P.M Monday through Friday

Branch Locations:

Kingsland Public Library, 125 W. Polk, Kingsland, Texas 78639
Hours 9:00 A.M. – 4:00 P.M.

Horseshoe Bay Property Owners Association, 107 Twilight, Horseshoe Bay, Texas 78657
Hours 9:00 A.M. – 3:30 P.M.

Voting by Mail:

Applications for ballot by mail shall be mailed to:
Llano County Elections
P.O. Box 787
Llano, TX 78643

Applications for ballot by mail must be received no later than the close of business on October 24, 2014

EXHIBIT C

ESTIMATED COST OF November 4, 2014 ELECTION

1.	Projected voter turnout	1600
2.	Number of Election Day polling places to be used	3
3.	Number of Early Voting locations to be used	1
4.	Ballot programming, printing cost & lease fees *	\$ 1,815.45
5.	Election Kits & other precinct supplies ÷ 2	\$ 60.00
6.	Precinct Judges & Clerks & Early Voting Clerks*÷ 2	\$ 1,064.00
7.	Pickup & Delivery of supplies by Judges 3 @ \$25.00 ÷ 2	\$ 37.50
8.	Early Voting Ballot Board See below*	\$ 192.00
9.	Late Ballot Board Processing See below*	\$ 48.00
10.	Miscellaneous Expense	\$ 100.00
11.	Election Services Contract Administrative Fee 10% of total contract cost	\$ 331.70
12.	Estimated Total Cost of Election	\$ 3,648.65

Notes: *

- 4. Ballot Programming, printing cost & lease fees: See Exhibit "D"
- 6. Judges & Clerks 3 in each precinct: 3 X 3 = 9 @ 14 hours @ \$8.00 = \$1,008.00
2 Early Voting Clerks: 140 hours X \$8.00 = \$1,120.00
Total Judge & Clerk cost of \$2,128.00
- 8. Early Voting Ballot Board: 3 X 8 hours @ \$8.00 = \$192.00
- 9. Late Ballot Board: 3 X 2 hours @ \$8.00 = \$48.00

ELECTION COST WILL BE SPLIT WITH LLANO COUNTY

EXHIBIT "D"

	DRE	DAU DRE	JBC	
EARLY VOTING Kingsland	3	1	1	
3 DRE X \$50.00 X 10 DAYS			=	\$1,500.00
1 DAU DRE X \$60.00 X 10 DAYS			=	\$660.00
1 JBC X \$50.00 X 10 DAYS			=	\$500.00
TOTAL EARLY VOTING LEASE				\$2,660.00
ELECTION DAY	DRE	DAU DRE	JBC	
East Llano Annex	3	1	1	
Tow	2	1	1	
Lakeshore Library	2	1	1	
Total	7	3	3	
7 DRE X \$50.00			=	\$350.00
3 DAU DRE X \$60.00			=	\$180.00
3 JBC X \$50.00			=	\$150.00
TOTAL ELECTION DAY VOTING LEASE				\$680.00
Programming & audio Cost @ \$95 per race				\$95.00
Ballot printing cost @ \$.20 50 X \$.20				\$10.00
Mileage to set up & pick up equipment 332 miles @\$.56				\$185.92
TOTAL PROGAMMING, PRINTING & LEASING COST				\$3,630.92
SHARED WITH LLANO COUNTY ÷ 2				\$1,815.46
Rental fee of 2% per day cost				
DRE cost \$2,500.00		=		\$50.00
DAU DRE \$3,000.00		=		\$60.00
JBC cost \$2,500.00		=		\$50.00
DRE - Direct Recording Electronic voting system DAU DRE - Disabled Access Unit Direct Recording Electronic voting system JBC - Judge's Booth Controller				

**JOINT ELECTION AGREEMENT
(LLANO COUNTY PARTICIPATING ENTITIES)**

WHEREAS, the undersigned political subdivisions, collectively referred to hereinafter as the “**Participating Entities**”, will each hold an election(s) on November 4, 2014; and

WHEREAS, each of the Participating Entities (i) is located partially or entirely within Llano County, Texas (the “**County**”), and (ii) shares an election precinct with at least one other Participating Entity; and

WHEREAS, the County has contracted or is contracting with each Participating Entity to conduct and provide election services for such Participating Entity’s election on November 4, 2014; and

WHEREAS, the Participating Entities all desire to enter into a joint election agreement for the purpose of sharing election equipment, costs, election officials, and sharing precinct polling locations, and election ballots where appropriate; and

WHEREAS, the Participating Entities desire to define and establish some specific details of this agreement, if applicable, and attach those details hereto in ATTACHMENT A.

NOW, THEREFORE, the Participating Entities agree as follows:

I. Scope of Joint Election Agreement

The Participating Entities enter this Joint Election Agreement (“**Agreement**”) for the conduct of the elections to be held on November 4, 2014.

II. Appoint Election Officer

The Participating Entities appoint the Llano County Elections Administrator to serve as the Election Officer for each Participating Entity in order to perform and supervise the duties and responsibilities of the Election Officer for the election on November 4, 2014.

III. Early Voting and Election Day

Early Voting In Person and Election-day voting shall be held in common precincts where appropriate at the dates, times, and locations recommended by the Election Officer and authorized and ordered by the governing body of each Participating Entity.

IV. Miscellaneous Provisions

1. This Agreement becomes effective upon execution by all Participating Entities. The obligations of the Agreement will continue as to each Participating Entity until each Participating Entity has made full payment of its share of election costs under this Agreement and other agreements related to the election on November 4, 2014. In the event any of the Participating Entities cancels its election in accordance with Section 2.053 of the Texas Election Code, then this Agreement shall terminate as to such entity upon receipt by the Llano County Elections Administrator of notice of cancellation of the election.

2. Notice under this Agreement must be in writing and may be affected by personal delivery or by certified mail to the Participating Entities at the addresses set forth on the signature pages hereto.

3. This Agreement may not be amended or modified except in writing executed by each Participating Entity.

4. The obligations under this Agreement are performable in Llano County, Texas.

5. Venue for any dispute arising under this Agreement shall be in Llano County, Texas. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and the United States of America.

6. If any provision of this Agreement is found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such invalidity, illegality or unenforceability shall not affect the remaining provisions of this Agreement; and the Participating Entities shall perform their obligations under this Agreement as expressed in the terms and provisions of this Agreement.

* * *

IN WITNESS WHEREOF, this Agreement is executed on the dates set forth below to be effective the ___ day of _____, 2014.

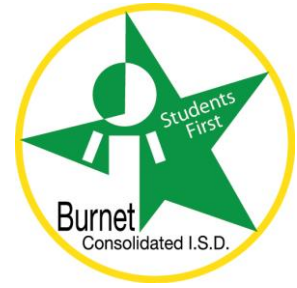
LLANO COUNTY, TEXAS

By: Cindy Ware
Name: Cindy Ware
Title: Elections Administrator
Date: 8.11.14

BURNET CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

By: _____
Name: _____
Title: _____
Date: _____

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Superintendent's Office



Agenda Item #8I (Business Items)

Discussion and Possible Action regarding the Approval of Election Contract with Williamson County Elections Administrator and Joint Election Agreement

Recommendation

Approval of Election Contract and Joint Election Agreement

Summary

The Williamson County Election Contract and Joint Election Agreement for the November 4, 2014 Bond Election are attached for your review and consideration.

Respectfully Submitted by:

Keith McBurnett
Superintendent

Schwartz, Sharon

From: Kari Schroeder <kschroeder@wilco.org>
Sent: Thursday, July 10, 2014 10:43 AM
To: Schwartz, Sharon
Subject: November 4, 2014 Election - Burnet CISD
Attachments: Joint Election agreement_Rev_062514_Final.pdf; Calendar_November04_2014.xlsx

Importance: High

Sharon,

Good Morning. We wanted to reach out to you in the event you are interested in contracting with the Williamson County Elections Office for the upcoming November 4, 2014 Uniform Election Date. Attached to this email is our contract that must be executed , as well as a calendar of important dates relevant to the election. Please note that the attached contract is only for the November 4, 2014 election, and any previous contracts that were for extended periods of time are null and void. The last day to notify our office of intent to join the November 4, 2014 election is August 19, 2014. This is also the date to provide is with the executed contract as well as your order of election and ballot language.

When providing us with your ballot language, please include: Office titles, list of candidates, write-in candidates (if applicable), as well as a pronunciation guide for all candidates and ballot propositions. Please provide this information in both English and Spanish.

We look forward to the opportunity to work with you,

Jason Barnett



THE STATE OF TEXAS
COUNTY OF WILLIAMSON

JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

THIS Joint Election Agreement and Contract for Election Services ("Contract") is made by and between the Williamson County Elections Administrator ("Elections Administrator") and the following political subdivisions ("Participating Authority" or "Participating Authorities") located entirely or partially inside the boundaries of Williamson County. The complete list of Participating Authorities will be available after the final day to cancel an election as prescribed by the Secretary of State's election calendar and will be listed as **Attachment A**.

This Contract is made pursuant to Texas Election Code Sections 31.092 and 271.002 and Texas Education Code Section 11.0581 for a joint election to be held on the uniform election date of November 4, 2014, and administered by Jason M. Barnett, Williamson County Elections Administrator. This Contract supersedes any and all prior contracts and agreements to conduct joint elections between a Participating Authority and the Williamson County Elections Office.

RECITALS

WHEREAS, each Participating Authority listed above plans to hold a Uniform Election on November 4, 2014.

WHEREAS, Williamson County owns an electronic voting system, the Election System and Software (ES&S) iVotronic/M100/M650 Voting System (Version 3.0.1.1), which has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and is compliant with the accessibility requirements for persons with disabilities set forth by Texas Election Code Section 61.012. The Participating Authorities desire to use Williamson County's electronic voting system, to compensate Williamson County for such use, and to share in certain other expenses connected with joint elections, in accordance with the applicable provisions of Chapters 31 and 271 of the Texas Election Code, as amended, and

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, IT IS AGREED, as follows:

I. ADMINISTRATION

The Participating Authorities agree to hold a "Joint Election" with Williamson County, if applicable, and each other in accordance with Chapter 271 of the Texas Election Code and this Contract. The Elections Administrator shall coordinate, supervise, and handle all aspects of administering the Joint Election as provided in this Contract. Each Participating Authority agrees to pay the Elections Administrator for equipment, programming, election personnel, supplies, services, and administrative costs as provided in this Contract. The Elections Administrator shall serve as the Election Officer for the Joint Election; however, each Participating Authority shall remain responsible for the decisions and actions of its officers necessary for the lawful conduct of its election. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of each Participating Authority as necessary.

It is understood that other political subdivisions and districts may wish to participate in the use of Williamson County's electronic voting system and polling places, and it is agreed that the Elections Administrator may enter into other contracts for election services for those purposes, on terms and conditions generally similar to those set forth in this Contract. In such cases, costs shall be pro-rated among the participants according to Section XI of this Contract.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those polling places where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap.

II. LEGAL DOCUMENTS

Each Participating Authority shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, notices, and any other pertinent documents required by the Texas Election Code and/or the Participating Authority's governing body, charter, or ordinances, except that the Elections Administrator shall be responsible for the preparation and publication of all voting equipment testing notices that are required by the Texas Election Code. Election orders should include language that would not necessitate amending the order if any of the Early Voting and/or Election Day polling places change.

Preparation of the necessary materials for notices and the official ballot shall be the responsibility of each Participating Authority, including providing the text in English and Spanish. Each Participating Authority shall provide a copy of their respective election orders and notices to the Elections Administrator.

III. VOTING LOCATIONS

The Elections Administrator shall select and arrange for the use of and payment for all Election Day voting locations. Voting locations shall be compliant with the accessibility requirements established by Election Code Section 43.034 and the Americans with Disabilities Act (ADA). The proposed Election Day voting locations are listed in **Attachment B** of this Contract and may be amended. In the event a voting location is not available or appropriate, the Elections Administrator will arrange for use of an alternate location. The Elections Administrator shall notify the Participating Authorities of any changes from the locations listed in **Attachment B**.

If polling places for the November 4, 2014 joint election are different from the polling place(s) used by a Participating Authority in its most recent election, the authority agrees to post a notice no later than November 4, 2014 at the entrance to any previous polling places in the jurisdiction stating that the polling location has changed and stating the Participating Authority polling place names and addresses in effect for the November 4, 2014 election. This notice shall be written in both the English and Spanish languages.

IV. ELECTION JUDGES, CLERKS, AND OTHER ELECTION PERSONNEL

The Elections Administrator will recruit and appoint all election workers.

The Elections Administrator will take the necessary steps to insure that all election judges appointed for the Joint Election are eligible to serve and meet the eligibility requirements in Subchapter C of Chapter 32 of the Texas Election Code and meet any requirements to serve as an Election Worker set forth by the Williamson County Commissioners Court.

The Elections Administrator shall arrange for the training and compensation of all election judges, clerks, and election personnel. The Elections Administrator shall arrange for the date, time, and place for the presiding election judges to pick up their election supplies. As set forth in Sec. 32.009 of the Texas Election Code, each presiding election judge and alternate presiding judge shall be given written notice of their appointment. The notice from the Elections Administrator will include the time and location of training and distribution of election supplies and the number of election clerks the presiding judge may appoint.

Each election judge and clerk will receive compensation at the hourly rate established by Williamson County pursuant to Texas Election Code Section 32.091. The election judge, or his designee, will receive an additional sum of \$25.00 for picking up the election supplies prior to Election Day and for returning the supplies and equipment to the central counting station after the polls close.

The compensation rates established by Williamson County are:

Early Voting – Early Voting Supervisor (\$12 an hour), Clerks (\$10 an hour)
Early Voting – EV Mobile Team: Supervisor (\$14 an hour), Clerks (\$12 an hour)
Election Day – Presiding Judge (\$12 an hour), Alternate Judge (\$10 an hour), Clerk (\$10 an hour)

Election judges and clerks who attend voting equipment and procedures training shall be compensated at the hourly rates listed above. Election poll workers will be paid a flat fee of \$25.00, one time annually (per calendar year) for 100% completion of the Williamson County online poll worker training program.

The Elections Administrator may employ other personnel necessary for the proper administration of the election, including such part-time help as is necessary to prepare for the election, to ensure the timely delivery of supplies during early voting and on Election Day for the efficient tabulation of ballots at the central counting station, and for the post-election processes conducted by warehouse personnel. Part-time personnel working in support of the Early Voting Ballot Board and/or central counting station on election night will be compensated at the hourly rate set by Williamson County in accordance with Election Code Sections 87.005, 127.004, and 127.006.

In accordance with Sec. 31.098 of the Texas Election Code, the Elections Administrator is authorized to contract with third persons for election services and supplies. The actual cost of such third-person services and supplies will be paid by the Elections Administrator and reimbursed by the Participating Authorities.

V. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

The Elections Administrator shall arrange for all election supplies and voting equipment including, but not limited to, Williamson County's electronic voting system and equipment, official ballots, sample ballots, voter registration lists, and all forms, signs, maps and other materials used by the election judges at the voting locations. The Elections Administrator shall ensure availability of tables and chairs at each polling place and shall procure rented tables and chairs for those polling places that do not have a sufficient number of tables and/or chairs. The Elections Administrator shall be responsible for conducting all required testing of the electronic equipment, as required by Chapters 127 and 129 of the Texas Election Code.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. A single ballot containing all the offices or propositions stating measures to be voted on at a particular polling place may be used in a joint election. A voter may not be permitted to select a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap. The Elections Administrator shall provide the necessary voter registration information, maps, instructions, and other information needed to enable the election judges in the voting locations that have more than one ballot style to conduct a proper election.

Each Participating Authority shall furnish the Elections Administrator a list of candidates and/or propositions showing the order and the exact manner and in which the candidate names and/or proposition(s) are to appear on the official ballot (including titles of offices and text in both English and Spanish languages). The Participating Authorities are required to submit information in a format or template provided by the Election Office. Each Participating Authority shall be responsible for proofreading and approving the ballot insofar as it pertains to that authority's candidates and/or propositions. Each Participating Authority shall also be responsible for proofing and approving the audio recording of the ballot insofar as it pertains to that authority's candidates and/or propositions.

In the event a Participating Authority identifies an error after approval of their respective ballot(s) proof(s), and any programming and/or audio files require changes, the Participating Authority approving the original ballot and audio proof will be responsible for the full cost of reprogramming if required. This will include the cost of reprogramming ballot language and/or audio files for other Participating Authorities as necessary due to software limitations.

Early Voting by Personal Appearance and/or the use of Vote Centers, Texas Election Code Section 43.007, on Election Day shall be conducted exclusively on Williamson County's iVotronic electronic voting system. Provisional ballots will be cast on paper ballots.

The Elections Administrator shall be responsible for the programming, preparation, testing, and delivery of the voting system equipment for the election as required by the Election Code.

The Elections Administrator shall conduct criminal background checks on the relevant employees upon hiring as required by Election Code 129.051(g).

VI. EARLY VOTING

The Participating Authorities agree to conduct joint early voting and to appoint the Election Administrator as the Early Voting Clerk in accordance with Sections 31.097 and 271.006 of the Texas Election Code. Each Participating Authority agrees to appoint the Elections Administrator's permanent county employees as deputy early voting clerks. The Participating Authorities further agree that the Elections Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting as necessary, and that these additional deputy early voting clerks shall be compensated at an hourly rate set by Williamson County pursuant to Section 83.052 of the Texas Election Code. Deputy early voting clerks who are permanent employees of the Williamson County Elections Administrator may be paid from the election services contract fund for contractual duties performed outside of normal business hours (Sec. 31.100(e), Texas Election Code).

Early Voting by personal appearance will be held at the locations, dates, and times listed in **Attachment C** of this document and may be amended. In the event a voting location is not available or appropriate, the Elections Administrator will arrange for use of an alternate location. The Elections Administrator shall notify the Participating Authorities of any changes from the locations listed in **Attachment C**. Any qualified voter of the Joint Election may vote early by personal appearance at any one of the joint early voting locations.

As Early Voting Clerk, the Elections Administrator shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by the Participating Authorities shall be forwarded immediately by fax or courier to the Elections Administrator for processing. The address of the Early Voting Clerk is as follows:

Jason M. Barnett, Early Voting Clerk
Williamson County Elections
PO Box 209
Georgetown, TX 78627

The Elections Administrator shall post on the Williamson County Elections webpage, the early voting turnout by early voting polling location by day and a cumulative final early voting turnout report following the close of early voting. The daily report will show the previous day's early voting activity and will be posted to the Williamson County Elections webpage no later than 10:00 a.m. each business day.

VII. EARLY VOTING BALLOT BOARD

Williamson County shall appoint an Early Voting Ballot Board (EVBB) to process early voting results from the Joint Election. The Presiding Judge, with the assistance of the Elections Administrator, shall appoint two or more

additional members to constitute the EVBB. The Elections Administrator shall determine the number of EVBB members required to efficiently process the early voting ballots.

VIII. CENTRAL COUNTING STATION AND ELECTION RETURNS

The Elections Administrator shall be responsible for establishing and operating the central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this Contract.

The Participating Authorities hereby, in accordance with Section 127.002, 127.003, and 127.005 of the Texas Election Code, appoint the following central counting station officials:

Counting Station Manager:	Jason M. Barnett, Williamson County Elections Administrator
Tabulation Supervisor:	Candi Zaccheus, Williamson County GIS Analyst
Presiding Judge:	Kay Eastes, Williamson County Deputy Elections Administrator
Alternate Judge:	Julie Seippel, Williamson County Voter Registration Supervisor

The Counting Station Manager or his representative shall deliver timely cumulative reports of the election results as precincts report to the central counting station and are tabulated. The Counting Station Manager shall be responsible for releasing unofficial cumulative totals and precinct returns from the election to the joint participants, candidates, press, and general public by distribution of hard copies at the central counting station and by posting to the Williamson County Elections Office webpage. To ensure the accuracy of reported election returns, results printed on the tapes produced by Williamson County's voting equipment will not be released to the Participating Authorities at any individual polling locations.

The Elections Administrator will prepare the unofficial canvass reports that are necessary for compliance with Election Code Section 67.004, after all precincts have been counted and will deliver a copy of the unofficial canvass to each Participating Authority as soon as possible after all returns have been tabulated. Each Participating Authority shall be responsible for the official canvass of its respective election(s). The official canvass of election shall not take place before November 13, 2014 and no later than November 18, 2014.

The Elections Administrator will prepare the electronic precinct-by-precinct results reports for uploading to the Secretary of State as required by Section 67.017 of the Election Code. Each Participating Authority agrees to upload these reports unless requested otherwise.

The Elections Administrator shall be responsible for conducting the post-election manual recount required by Section 127.201 of the Texas Election Code unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to each Participating Authority and the Secretary of State's Office.

IX. PARTICIPATING AUTHORITIES WITH TERRITORY OUTSIDE WILLIAMSON COUNTY

Williamson County Elections will consider conducting elections in territories outside of Williamson County on a case-by-case basis.

X. RUNOFF ELECTIONS

Each Participating Authority shall have the option of extending the terms of this Contract through its runoff election, if applicable. In the event of such runoff election, the terms of this Contract shall automatically extend unless the Participating Authority notifies the Elections Administrator in writing within 3 business days of the original election.

Each Participating Authority shall reserve the right to reduce the number of early voting locations and/or Election Day voting locations in a runoff election. If necessary, any voting changes made by a Participating Authority between the original election and the runoff election shall be submitted by the authority making the change to the United States Department of Justice for the preclearance required by the Federal Voting Rights Act of 1965, as amended.

Each Participating Authority agrees to order any runoff election(s) at its meeting for canvassing the votes from the November 4, 2014 election and to conduct its drawing for ballot positions at or immediately following such meeting in order to expedite preparations for its runoff election.

Each Participating Authority eligible to hold runoff elections after the November 4, 2014 Uniform Election Date agrees that the date of the runoff election, if necessary, shall be Tuesday, December 9, 2014, with early voting being held in accordance with the Election Code.

XI. ELECTION EXPENSES AND ALLOCATION OF COSTS

Charges. In consideration for the joint election services provided hereunder by the Elections Administrator, the Participating Authorities will be charged a share of election costs, an administrative fee, and for the lease of voting equipment.

1. **Share of Election Costs.** Each Participating Authority's share of election costs will be (i) a base fee of \$1,000.00, (ii) plus a pro rata share of the total of all costs incurred by the Elections Administrator in connection with the administration of elections of other entities held at the same time as the election. The sum of the base charges from all Participating Authorities will be subtracted from the total of all costs before allocating the remaining costs to each Participating Authority. Each Participating Authority's share of the remaining (allocated) costs will be determined as follows: The number of registered voters in each individual Participating Authority will be divided by the number of all registered voters of all Participating Authorities to determine each entity's pro rata share expressed as a percentage, which will then be multiplied against each of the allocated costs (remaining costs after base charges are subtracted) as itemized on the final Total Cost report/invoice submitted to each Participating Authority after the election. The end result will be a charge to the Participating Authority of \$1,000.00 plus the Participating Authority's allocated share of county-wide election costs not covered by the sum of all base fees received.

2. **Lease of Voting Equipment.** Per Texas Election Code Section 123.032(d), the Williamson County Commissioners Court has established the following prices for leasing county-owned voting equipment:

- \$309.50 per ADA iVotronic DRE;
- \$250.00 per iVotronic DRE;
- \$85.00 per iVotronic printer;
- \$274.43 per electronic pollbook

The Participating Authority's share of voting equipment costs will be determined on a pro rata basis. Leasing cost will be calculated once for the Early Voting period and once for Election Day. If the County acquires additional equipment, different voting equipment, or upgrades existing equipment during the term of this Contract, the charge for the use of the equipment may be reset by the Williamson County Commissioners Court.

3. **Administrative Fee.** Each Participating Authority agrees to pay the Williamson County Elections Administrator an administrative fee equal to ten percent (10%) of its total billable costs in accordance with Section 31.100(d) of the Texas Election Code.

The Elections Administrator shall deposit all funds payable under this Contract into the appropriate fund(s) within the Williamson County treasury in accordance with Election Code Section 31.100.

XII. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

Any Participating Authority may withdraw from this Contract and the Joint Election should it cancel its election in accordance with Sections 2.051 - 2.053 of the Texas Election Code.

XIII. RECORDS OF THE ELECTION

The Elections Administrator is hereby appointed general custodian of the voted ballots and all records of the Joint Election as authorized by Section 271.010 of the Texas Election Code.

Access to the election records shall be available to each Participating Authority as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the Elections Administrator or at an alternate facility used for storage of County records. The Elections Administrator shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of each Participating Authority to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation or open records request which may be filed with the Participating Authority.

XIV. RECOUNTS OR CONTESTED ELECTION

A recount may be obtained as provided by Title 13 of the Texas Election Code. By signing this document, the presiding officer of the contracting Participating Authority agrees that any recount shall take place at the offices of the Elections Administrator or at a location of his choosing, and that the Elections Administrator shall serve as Recount Supervisor and the Participating Authority's official or employee who performs the duties of a secretary under the Texas Election Code shall serve as Recount Coordinator.

In the event of a contested election, the expenses of a new election ordered by a court of competent jurisdiction or Participating Authority will be paid for and by the Participating Authority in accordance with Texas Election Code 221.014

The Elections Administrator agrees to provide advisory services to each Participating Authority as necessary to conduct a proper recount.

XV. MISCELLANEOUS PROVISIONS

1. The Elections Administrator shall file copies of this document with the Williamson County Treasurer and the Williamson County Auditor in accordance with Section 31.099 of the Texas Election Code.
2. Nothing in this Contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this Contract or a violation of the Texas Election Code.
3. This Contract shall be construed under and in accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Williamson County, Texas.
4. In the event that one of more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not

affect any other provision hereof and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

5. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.
6. The waiver by any party of a breach of any provision of this Contract shall not operate as or be construed as a waiver of any subsequent breach.
7. Any amendments of this Contract shall be of no effect unless in writing and signed by all parties hereto.
8. Participating Authority agrees to act in good faith in the performance of this agreement, and shall immediately contact and notify the Elections Administrator of any potential problems or issues relevant to the subject matter of this contract.

XVI. COST ESTIMATES AND DEPOSIT OF FUNDS

The total *estimated* cost for the November 4, 2014 election is \$500,000.00 and is based on the cost of the 2010 gubernatorial elections. After the final determination has been made of whom the Participating Authorities will be and the Contracts are fully executed, the Elections Administrator shall provide each Participating Authority with an official cost estimate. Each Participating Authority's percent share of the estimated total cost is based on the number of registered voters and further described in Section XI.1. of this Contract. Each Participating Authority agrees to pay the Williamson County Elections Administrator a deposit of 50% of the *estimated obligation* no later than 15 days after receiving the official cost estimate. As soon as reasonably possible after the election, the Elections Administrator will submit an itemized invoice to each Participating Authority based on the actual expenses (supported by documentation such as time sheets, compensation forms, and invoices) directly attributable to the services provided by the Elections Administrator. The exact amount of each Participating Authority's obligation under the terms of this Contract shall be calculated after the election (or runoff election, if applicable); and, if the amount of an Authority's total obligation exceeds the amount deposited, the authority shall pay to the Elections Administrator the balance due within 30 days after the receipt of the final invoice from the Elections Administrator. However, if the amount of the authority's total obligation is less than the amount deposited, the Elections Administrator shall refund to the authority the excess amount paid within 30 days after the final costs are calculated.

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ATTACHEMENT A
(To be provided after the last day to cancel an election)

Williamson County
Joint General and Special Elections Tuesday, November 4, 2014
 Elecciones generales y especiales conjuntas 4 de noviembre del 2014

Registered voters may vote at any location listed below.

Los votantes registrados podrán votar en cualquiera de los lugares de votación listados abajo

Vote Center Locations

Locaciones de Centros de Votós

CITY	Location	Address	City
AUSTIN	Anderson Mill Limited District	11500 El Salido Parkway	Austin
	Bethany United Methodist Church	10010 Anderson Mill Rd	Austin
	Clairmont Retirement Community	12463 Los Indios Trail	Austin
	Kelly Reeves Athletic Complex	10211 W Parmer Lane	Austin
	La Quinta Inn & Suites	10701 Lakeline Mall Dr	Austin
	Lord of Life Lutheran Church	9700 Neenah Ave	Austin
	Northwest Fellowship	13427 Pond Springs Rd	Austin
	Rattan Creek Park Comm Center	7617 Elkhorn Mountain Trail	Austin
BARTLETT	Bartlett Town Hall	140 W Clark St	Bartlett
CEDAR PARK	Cedar Park City Hall	450 Cypress Creek Rd Bldg 3	Cedar Park
	Cedar Park High School	2150 Cypress Creek Rd	Cedar Park
	Cedar Park Library	550 Discovery Blvd	Cedar Park
	Cedar Park Randalls	1400 Cypress Creek Rd	Cedar Park
	Cedar Park Recreation Center	1435 Main St Town Center	Cedar Park
	Highland Estates Ind Retirement Living	1500 N Lakeline Blvd	Cedar Park
	Vista Ridge High School	200 S Vista Ridge Blvd	Cedar Park
COUPLAND	Coupland School	620 S Commerce St	Coupland
FLORENCE	Andice Community Center	6600 FM 970 Andice	Florence
	Florence City Hall	106 S Patterson Ave	Florence
GEORGETOWN	County Central Maintenance Facility	3151 SE Inner Loop	Georgetown
	Cowan Creek Amenity Center	1433 Cool Springs Way	Georgetown
	Estrella Oaks Rehab & Care	4011 Williams Dr	Georgetown
	First Baptist Church	1333 W University Ave	Georgetown
	Georgetown Airport- Terminal Bldg	500 Terminal Dr	Georgetown
	GISD Administration Bldg	603 Lakeway Dr	Georgetown
	Parks and Recreation Administration	1101 N College St	Georgetown
	Main Street Baptist Church	1001 S Main St - Fellowship Hall	Georgetown
	San Gabriel Presbyterian Church	5404 Williams Dr	Georgetown
	Sun City Social Center	2 Texas Dr	Georgetown
	The Caring Place Annex	2001 Railroad Ave	Georgetown
	Williamson County Inner Loop Annex	301 S E Inner Loop	Georgetown
GRANGER	SPJST Hall	114 W Davilla St	Granger
HUTTO	Hutto City Hall	401 W Front St	Hutto
	Hutto Middle School	1005 Exchange Blvd	Hutto
JARRELL	Jarrell Memorial Park Comm Cntr	1651 CR 305	Jarrell
LEANDER	Leander Church of Christ	300 Crystal Falls Parkway	Leander
	Leander High School	3301 S Bagdad Rd	Leander
	Leander Public Library	1011 S Bagdad Rd	Leander
	Pat Bryson Municipal Hall	201 N Brushy St	Leander
	Rouse High School	1501 CR 271	Leander

Williamson County
Joint General and Special Elections Tuesday, November 4, 2014
 Elecciones generales y especiales conjuntas 4 de noviembre del 2014

CITY	Location	Address	City
LIBERTY HILL	Liberty Hill High School	16500 W SH 29	Liberty Hill
ROUND ROCK	Baca Senior Center	301 W Bagdad Ave Bldg 2	Round Rock
	Bluebonnet Trail Community Services	1009 N Georgetown Ave	Round Rock
	Brushy Creek Community Center	16318 Great Oaks Dr	Round Rock
	Cedar Ridge High School	2801 Gattis School Rd	Round Rock
	Central Texas Beauty College	1400 N Mays St	Round Rock
	Dell Diamond Heritage Center	3400 E Palm Valley Blvd	Round Rock
	Faith Baptist Church	3625 Gattis School Rd	Round Rock
	Fern Bluff MUD Community Center	7320 Wyoming Springs Rd	Round Rock
	Hilton Garden Inn	2310 North IH-35	Round Rock
	JB & Hallie Jester Annex	1801 E Old Settlers Blvd	Round Rock
	Round Rock High School	300 N Lake Creek Dr	Round Rock
	Round Rock Presbyterian Church	4010 Sam Bass Rd	Round Rock
	Round Rock Randalls	2051 Gattis School Road	Round Rock
	San Gabriel Rehab & Care	4100 College Park Dr	Round Rock
	Sleep Inn & Suites	1980 South IH 35 (Ex 251 McNeil Rd)	Round Rock
Teravista Community Center	4211 Teravista Club Dr	Round Rock	
TAYLOR	Main Street Events Center	3101 North Main	Taylor
	Taylor City Hall	400 Porter St	Taylor
	Taylor Public Library	801 Vance St	Taylor
THRALL	St John Lutheran Church	409 S Main St	Thrall
WEIR	First Baptist Church of Weir	315 FM 1105	Weir

Attachment B

Williamson County Early Voting Schedule
Horario de la Votación Adelantada del Condado de Williamson

Joint General and Special Elections - November 4, 2014
Elecciones Generales y Especiales Conjuntas – 4 de noviembre del 2014

Dates and Times for Full-Time Locations:

Fechas y horarios para localidades de tiempo completo

Monday, October 20 through Friday, October 31

7:00 am to 7:00 pm

Sunday, October 26

12:00 pm to 6:00 pm

Del Lunes 20 de octubre al Viernes 31 de octubre

7:00 am – 7:00 pm

Domingo, 26 de octubre de 12:00 pm – 6:00 pm

Main Location- Localidad Central:

Williamson County Inner Loop Annex, 301 S.E. Inner Loop, Georgetown

Branch Locations - Otras localidades:

Parks & Recreation Admin. Bldg., 1101 N. College St., Georgetown

Cowan Creek Amenity Center, 1433 Cool Springs Way, Georgetown

BACA Senior Center, 301 W. Bagdad St., Bldg. 2, Round Rock

Round Rock Randalls, 2051 Gattis School Rd., Round Rock

Brushy Creek Community Center, 16318 Great Oaks Dr., Round Rock

J.B. and Hallie Jester Annex, 1801 E. Old Settlers Blvd., Round Rock

Anderson Mill Limited District, 11500 El Salido Pkwy., Austin

Cedar Park Public Library, 550 Discovery Blvd., Cedar Park

Cedar Park Randalls, 1400 Cypress Creek Rd., Cedar Park

Pat Bryson Municipal Hall, 201 N. Brushy St., Leander

Hutto City Hall, 401 W. Front St., Hutto

Taylor City Hall, 400 Porter St., Taylor

Subject to change
Sujeto a cambio

XVII. SIGNATURE PAGE (Separate Page)

WITNESS BY MY HAND THIS THE _____ DAY OF _____, 20____.

ELECTIONS ADMINISTRATOR:

Jason M. Barnett, Elections Administrator
Williamson County, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____, 20____.

PARTICIPATING AUTHORITY:

Name of Participating Authority: _____

By: _____

Printed Name: _____

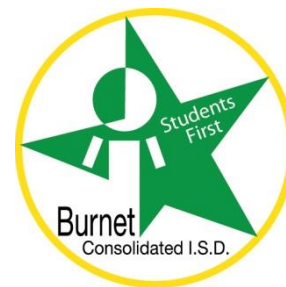
Official Capacity: _____

ATTEST:

Williamson County Calendar- November 4, 2014 Election

Date	Day of Week	Days Before Election	Event
June-24	Tuesday		Early Voting Schedule & Vote Centers to Commissioners Court
July-19	Saturday	108	First day to file application for place on ballot (first day doesn't move)
August-18	Monday	78	Last day for ordering a general election & Last day to file for Place on the ballot
August-19	Tuesday	77	Last day to notify the County of intention to join the joint election agreement/contract for services.
August-19	Tuesday	77	Provide executed contract, order of election, ballot language including office titles, list of candidates including write-ins, pronunciation guide for all candidates, ballot propositions (in English & Spanish).
August-22	Friday	74	Last day to post notice of ballot position drawing if drawing is to be held on Aug 25. Last day to file as a write-in.
August-25	Monday	71	Recommended date to conduct ballot position drawing. Last day for a candidate to withdrawal. Provide candidate order to County.
August-25	Monday	71	Recommended first day that an election may be cancelled IF all filing deadlines have passed and each candidate whose name is to appear on the ballot is unopposed
August-27	Wednesday	69	Notify County of plans to cancel election by 12 noon
September-05	Friday	60	First day to receive regular application for ballot by mail (Doesn't apply to FPCA)
September-10	Wednesday	55	Ballot proof approvals and audio approvals due - subject to change
September-17	Wednesday	48	TENTATIVE Public Test of Voting Equipment 9am - 4pm
September-18	Thursday	47	Deposit due to the County
September-20	Saturday	45	County to begin mailing early voting ballots (FPCA)
October-06	Monday	29	Last day to register to vote
October-20	Monday	16	First day for early voting by personal appearance
October-24	Friday	11	Last day to receive application by mail for a ballot to be voted by mail (Not FPCA)
October-25	Saturday	10	Early Voting Ballot Board 9 am - 4 pm
October-27	Monday	8	All early voting sites open 7 am - 7 pm
October-28	Tuesday	7	Last day to receive application by mail for a ballot to be voted by mail - FPCA
October-31	Friday	4	Last day of early voting, 7 am - 7 pm
November-01	Saturday	3	Early Voting Ballot Board 9 am - 4 pm
November-04	Tuesday	0	Election Day
November-04	Tuesday	0	Last day for receiving a ballot by mail. Ballot Board 2pm - until
November-10	Monday	+6	Deadline for ID provisional voter to "cure" provisional ballot.
November-11	Tuesday	+7	Legal holiday - Veteran's Day
November-12	Wednesday	+8	Last day to receive overseas ballots. Ballot Board 3pm - until
November-13	Thursday	+9	First day to Canvass (if all provisionals have been processed & there are no outstanding mail ballots sent from outside the US.
November-18	Tuesday	+14	Last day to canvass results

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Curriculum and Instruction



Agenda Item #8J (Business Items)

Approval of Appraisal Calendar

Recommendation

Discussion and Possible Action regarding the Approval of the 2014/2015 Appraisal Calendar

Summary

As outlined in Chapter 19 of the Texas Administrative Code, Section 150.1003(d), each school district is required to establish a calendar for the appraisal of teachers. The appraisal period for each teacher must include all of the days of a teacher's contract. Additionally, observations during the appraisal period must be conducted during the required days of instruction for students during one school year.

The attached schedule reflects additional considerations delineated in the administrative code regarding the limitations for conducting teacher appraisals, including, but not limited to, the following:

- (a) Prohibit observations on the last day of instruction, before any official school holiday, during state assessment or on any other day deemed inappropriate by the school district board of trustees; and
- (b) Indicate a period for summative annual conferences that ends no later than 15 working days before the last day of instruction for students.

A calendar is attached for your review.

Respectfully Submitted by:

Shelley Reavis
Elementary Curriculum Director



Burnet Consolidated Independent School District

Teacher Appraisal Calendar 2014-2015

Chapter 150. Commissioner's Rules Concerning Educator Appraisal – Subchapter AA. Teacher Appraisal – Item 150.1003 requires each school district to establish a calendar for the appraisal of teachers. The appraisal period for each teacher must include all of the days of a teacher's contract. Observations during the appraisal period must be conducted during the required days of instruction.

Beginning Observation Date: September 8, 2014

No observations on the following dates:

- Varies by Grade Level
 - October 10, November 25, December 17, 18, 19, January 7, 8, February 13
- Day before State Assessment / State Assessment Days
Day before Holidays

Ending Observation Date: April 24, 2015

Deadline for Completing Summative Conferences: May 8, 2015

Deadline for Completing Summative Conferences Paperwork to CO for Filing: May 22, 2015

Fall Reflection Document

Window for Teacher/Staff Completion

September 22 – October 10, 2014

Window for Conferences

October 13 – October 24, 2014

End Of Year Reflection Document

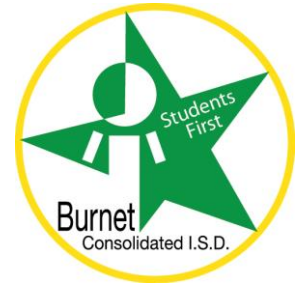
Window for Teacher/Staff Completion

April 13 – 24, 2015

Window for Conferences

April 27 – May 8, 2015

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #8K (Business Items)

Discussion and Possible Action regarding the Approval of Final Budget Amendment for 2013-2014.

Recommendation

Approval of final budget amendment is recommended.

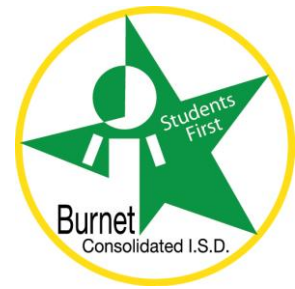
Summary

The final budget amendment for the year will be presented at the meeting. This amendment adjusts revenue and expenditure budget to more closely reflect the results of operations of the 2013-2014 fiscal year.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #8L (Business Items)

Discussion and Possible Action regarding the Approval to Assign Fund Balance for CTE.

Recommendation

Approval of assigning fund balance for CTE is recommended.

Summary

The District has an RFP out for the renovation of the Culinary Arts Lab at Burnet High School. We anticipate the cost will be approximately \$350,000. We are also adding a teacher at Burnet High School in support of the Ag program at a cost of \$53,483 per year. This position can be paid from CTE funds. However, we have already budgeted all of the 2014-15 CTE allocation. A significant part of the non-payroll budget will go to renovate the Culinary Arts Lab. Once this project is complete, there will be CTE funds available to sustain the addition of the Ag Teacher. The total cost for both the Culinary Arts Lab and the CTE position is \$403,483.

The current identified available funding is as follows:

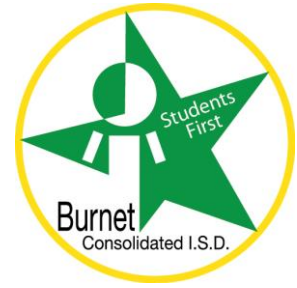
\$119,563	2012-13 assigned fund balance
\$ 85,000	2013-14 budget
<u>\$ 81,730</u>	2014-15 budget
\$286,293	

Therefore, we need an additional \$117,190 from fund balance to make up the difference between the total cost (\$403,483) and the total available funding (\$286,293). Since the 2013-14 balance of \$85,000 will roll into fund balance at the end of the year, we need to assign a total of \$202,190 (\$117,190 + \$85,000). Should we come in under our projected cost for the Culinary Arts Lab, those funds will be unassigned at the end of the project and remain in fund balance.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #8M (Business Items)

Discussion and Possible Action regarding the Approval to Unassign Fund Balance for HVAC.

Recommendation

Approval of unassigning fund balance for HVAC is recommended.

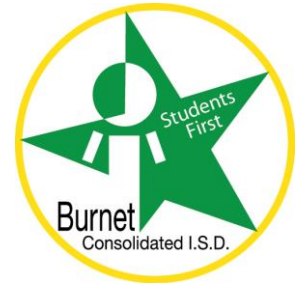
Summary

The Board approved assigning fund balance for the repair and replacement of unexpected HVAC failures. We have completed the work and did not need the total assigned balance. The final number to be unassigned will be provided at the meeting.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Business Office



Agenda Item #8N (Business Items)

Discussion and Possible Action regarding Approval of Adult Meal Prices.

Recommendation

Approval of an increase of .25 cents from \$3.25 to \$3.50 for adult lunches is recommended.

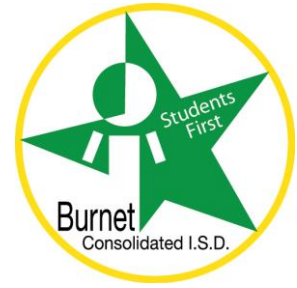
Summary

As a participant in the National School Lunch Program, we are required to evaluate adult meal prices each year in July. USDA provides a template that calculates a minimum meal price. Our current prices are \$2.00 for breakfast and \$3.25 for lunch. The template shows our breakfast price to be okay but our lunch price must be at least \$3.36. The last increase in adult meal prices was in 2011-12 when it increased from \$3.00 to \$3.25. We are recommending a .25 cent price increase to \$3.50. This is a mandatory requirement and failure to comply would be an audit finding and could jeopardize funding.

Respectfully Submitted by:

Sarah Cervi
Director of Business and Finance

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval
Department: Human Resources



Agenda Item #80 (Business Items)

Approval of Revision to Board Policy DEC (LOCAL)

Recommendation

Discussion and Possible Action regarding the Approval of Revision to Board Policy DEC (LOCAL) Compensation and Benefits – Leaves and Absences.

Summary

Recommended changes to current School Board Policy must be approved by the Board of Trustees. Administration is recommending changes to recording of time for non-exempt (hourly) staff to one-half hour increments. This will enable staff and the District to better manage time off requests.

Respectfully Submitted by:

Contessa Huffman
Director of Human Resources and Admin Services

PROPOSED REVISIONS: 7-24-2014

DEFINITIONS	The term "immediate family" is defined as:
FAMILY	<ol style="list-style-type: none">1. Spouse.2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands <i>in loco parentis</i>.3. Parent, stepparent, parent-in-law, or other individual who stands <i>in loco parentis</i> to the employee.4. Sibling, stepsibling, and sibling-in-law.5. Grandparent and grandchild.6. Any person residing in the employee's household at the time of illness or death.
	For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).
FAMILY EMERGENCY	The term "family emergency" shall be limited to disasters and life-threatening situations involving the employee or a member of the employee's immediate family.
LEAVE DAY	A "leave day" for purposes of earning, use, or recording of leave shall mean the number of hours per day equivalent to the employee's usual assignment, whether full-time or part-time.
CATASTROPHIC ILLNESS OR INJURY	A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee's immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Complications resulting from pregnancy shall be treated the same as any other condition.
AVAILABILITY	The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.
DEDUCTIONS	The District shall not approve paid leave for more leave days than have been accumulated in prior years plus leave currently available. Any unapproved absences or absences beyond accumulated and available paid leave shall result in deductions from the employee's pay.
LEAVE WITHOUT PAY	

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

LEAVE PRORATION EMPLOYED FOR LESS THAN FULL YEAR	<p>If an employee separates from employment with the District before his or her last duty day of the year, or begins employment after the first duty day, state personal leave and local leave shall be prorated based on the actual time employed.</p> <p>If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for state personal leave and local leave the employee used beyond his or her pro rata entitlement for the school year.</p>
RECORDING	<p>Leave shall be recorded as follows:</p> <ol style="list-style-type: none">1. Leave shall be recorded in half-day increments for all employees.2. If the employee is taking intermittent FMLA leave, leave shall be recorded in one-hour increments.3. If the employee chooses to offset leave against workers' compensation benefits, leave shall be recorded in the amount used. <p>Leave shall be recorded as follows:</p> <ol style="list-style-type: none">1. For employees who are in exempt positions, leave shall be recorded in half-day increments, even if a substitute is not employed.2. For employees who are in non-exempt positions or positions for which a substitute is not normally required, leave shall be recorded in one-half hour increments.3. If the employee is taking intermittent FMLA leave, leave shall be recorded in one-hour increments.4. If the employee chooses to offset leave against workers' compensation benefits, leave shall be recorded in the amount used.
ORDER OF USE	<p>Earned compensatory time shall be used before any available paid state and local leave. [See DEA]</p> <p>Available leave shall be used in the order determined by each employee.</p> <p>Use of sick leave bank days shall be permitted only after all available state and local leave has been exhausted.</p>
CONCURRENT USE OF LEAVE	<p>When an absent employee is eligible for FMLA leave, the District shall designate the absence as FMLA leave.</p>

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

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(LOCAL)

The District shall require the employee to use temporary disability leave and paid leave, including compensatory time, concurrently with FMLA leave.

An employee receiving workers' compensation income benefits may be eligible for paid or unpaid leave. An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

MEDICAL
CERTIFICATION

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than five consecutive work-days because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent;
3. The employee requests FMLA leave for the employee's serious health condition or that of a spouse, parent, or child; or
4. The employee requests FMLA leave for military caregiver purposes.

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

Note: For District contribution to employee insurance during leave, see CRD(LOCAL).

STATE PERSONAL
LEAVE

The Board requires employees to differentiate the manner in which state personal leave is used:

NON-
DISCRETIONARY
USE

1. Non-discretionary use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LEGAL)]

Non-discretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

DISCRETIONARY
USE

2. Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below.

LIMITATIONS

REQUEST FOR
LEAVE

The employee shall submit a written request for discretionary use of state personal leave to the immediate supervisor or designee in advance in accordance with administrative regulations. In deciding whether to approve or deny state

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

personal leave, the supervisor or designee shall not seek or consider the reasons for which an employee requests to use leave. The supervisor or designee shall, however, consider the effect of the employee's absence on the educational program or District operations, as well as the availability of substitutes.

DURATION OF LEAVE	Discretionary use of state personal leave shall not exceed three consecutive workdays.
LOCAL LEAVE	<p>All employees shall earn four paid local leave days per school year in accordance with administrative regulations.</p> <p>Local leave shall accumulate without limit.</p> <p>Local leave shall be used according to the terms and conditions of state sick leave accumulated before the 1995–96 school year, except that an employee may contribute local leave to a sick leave bank. [See DEC(LEGAL)]</p> <p>An employee may also use local leave for absences related to the birth or placement of a child when leave is taken within the first year after the child's birth, adoption, or foster placement.</p>
226-DAY EMPLOYEES	<p>Each person employed in a position requiring 226 days and 12 months of service shall receive non-duty days each school year. The specific number of non-duty days shall be determined each school year and communicated by the Superintendent or designee.</p> <p>A "non-duty day" shall be defined as the total number of workdays in the District calendar less the employee's contracted or assigned number of workdays.</p> <p>All time-off requests shall be subject to the approval of the employee's immediate supervisor.</p> <p>The following guidelines shall apply:</p> <ol style="list-style-type: none">1. Non-duty days shall not be cumulative.2. Non-duty days shall be taken during the year accrued.3. Non-duty days shall not be worked for additional pay.4. Non-duty days shall be forfeited on separation or termination from the District.
SICK LEAVE BANK	<p>The District shall establish a sick leave bank that employees may join through contribution of local leave.</p> <p>Leave contributed to the bank shall be solely for the use of participating employees. An employee who is a member of the bank may</p>

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

request leave from the bank if the employee, his or her spouse, or the employee's child, who must be under the age of 25, experiences a catastrophic illness or injury and the employee has exhausted all paid leave.

If the employee is unable to request leave from the sick leave bank, a member of the employee's family or the employee's supervisor may submit the request.

The Superintendent or designee shall develop regulations for the operation of the sick leave bank that address the following:

1. Membership in the sick leave bank, including the number of days an employee must contribute to become a member;
2. Procedures to request leave from the sick leave bank;
3. The maximum number of days per school year a member employee may receive from the sick leave bank;
4. The committee or administrator authorized to consider requests for leave from the sick leave bank and criteria for granting requests; and
5. Other procedures deemed necessary for the operation of the sick leave bank.

APPEAL

All decisions regarding the sick leave bank may be appealed in accordance with DGBA(LOCAL), beginning with the Superintendent or designee.

FAMILY AND MEDICAL
LEAVE

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall begin on the first duty day of the school year.

TWELVE-MONTH
PERIOD

COMBINED LEAVE
FOR SPOUSES

If both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks. [See DECA(LEGAL)]

INTERMITTENT OR
REDUCED
SCHEDULE LEAVE

The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee. [See DECA(LEGAL) for use of intermittent or reduced schedule leave due to a medical necessity.]

CERTIFICATION OF
LEAVE

If an employee requests leave, the employee shall provide certification, as required by FMLA regulations, of the need for leave. [See DECA(LEGAL)]

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

FITNESS-FOR-DUTY CERTIFICATION	If an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification. If the District will require certification of the employee's ability to perform essential job functions, the District shall provide a list of essential job functions to the employee with the FMLA designation notice.
END OF SEMESTER LEAVE	If a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester. [See DECA(LLEGAL), LEAVE AT THE END OF A SEMESTER]
FAILURE TO RETURN	If, at the expiration of FMLA leave, the employee is able to return to work but chooses not to do so, the District may require reimbursement of premiums paid by the District during the leave. [See DECA(LLEGAL), RECOVERY OF BENEFIT COST]
TEMPORARY DISABILITY LEAVE	<p>Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LLEGAL) for return to active duty.]</p> <p>An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent or designee as a request for temporary disability leave.</p>
WORKERS' COMPENSATION	<hr/> <p>Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance. [See CRD(LOCAL) regarding payment of insurance contribution during employee absences.]</p> <hr/> <p>An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.</p>
PAID LEAVE OFFSET	An employee eligible for workers' compensation income benefits, and not on assault leave, may elect in writing to use available partial-day increments of paid leave to make up the difference between the employee's income benefits and the pre-injury wage. [See CRE]
COURT APPEARANCES	Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

REIMBURSEMENT FOR
LEAVE UPON
RETIREMENT

The following leave provisions shall apply to state and local leave earned beginning on the original effective date of this program.

An employee who retires from the District shall be eligible for reimbursement for state and local leave under the following conditions:

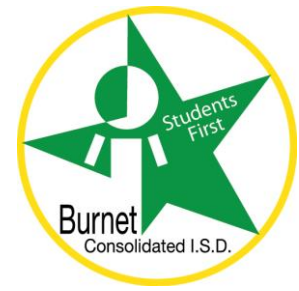
1. The employee's retirement is voluntary, i.e., the employee is not being discharged or nonrenewed.
2. The employee has at least five years of continuous service with the District.

The employee shall be reimbursed for each day of state and local leave at a rate established by the Board.

The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

For: Burnet Consolidated ISD Board of Trustees
Date: August 18, 2014
Action: Approval & Information
Department: Human Resources



Agenda Item #8P 1&2 (Business Items)

Personnel

Summary

The following list of professional personnel hires is being presented for your information.

Hires - 4 (Approved by Superintendent with Board Authority - May 19th Board Meeting)

Name	Assignment	Location
Hairston, Lonnie	Spanish Teacher	Burnet High School
<p>Mr. Hairston was interviewed by Mark Kincaid, Principal, Casey Burkhart, Asst. Principal, and Randall Chafin, Asst Principal. Mr. Hairston is retired from the US Postal Service and then began working with iTeach Texas to obtain his alternative teaching certification. Mr. Hairston has a probationary Spanish Teaching Certificate and has taught two years of high school Spanish, the last being at Mineral Wells ISD. Mr. Hairston has been training in TPRS, which is a district initiative, and has studied Spanish in Mexico as well as Guatemala. Additionally, Mr. Hairston’s calming demeanor and seemingly endless patience aides him when working with students.</p>		
Paxtor, Jessica	Spanish Teacher	Burnet High School
<p>Ms. Paxtor was interviewed by Casey Burkhart, BHS Assistant Principal, and Lynn Fair, BHS Assistant Principal. Mrs. Paxtor possesses an all level PE teaching certification and will take the Spanish certification test on October 1, 2014. Ms. Paxtor has completed 26 hours of college Spanish and has excellent scores in these classes. She comes highly recommended from her professors at Texas Tech. Jorge Zamora who was her Mexican Heritage Course of the Southwest instructor described her as, “a caring and considerate classmate and definite team player.” She is further described as enthusiastic, has exemplary work and dedication, and outstanding both in the classroom and outside the classroom. Ms. Paxtor’s enthusiasm is contagious and transfers to her classroom.</p>		
Tindol, Julie	Elementary Special Education Teacher	RJ Richey Elementary
<p>Ms. Tindol was interviewed by Jill Wittekiend, RJ Richey Principal, and Kim Grebe, RJ Richey Asst. Principal. Ms. Tindol has been a teacher for 18 years and the last 6 years specifically in Special Education. She possess Special Education (EC-12), Elementary Self-Contained (1-8), ELA Secondary (6-12), and Social Studies (8-12) teaching certifications. Ms. Tindol has experience working with many students from all backgrounds and has relocated to new settings to support her spouse (coaching). Her most recent position was in Carrizo Springs and has worked in a Charter School that was a residential treatment center with all special education students. Ms. Tindol’ s references describe her as a child advocate and very successful with struggling students.</p>		
Tarver, Munirah	Elementary Counselor	Bertram Elementary
<p>Ms. Tarver was interviewed by Shelley Reavis, Director of Elementary Curriculum, Jennifer Simpson, Bertram Elementary Asst. Principal, and Melissa Johnson, Elementary Counselor.</p>		

Ms. Tarver has completed her counselor internship with Round Rock ISD. Prior to her Counseling internship, Ms. Tarver was an elementary English teacher and the program coordinator for Communities in School. Ms. Tarver's references revealed she has a deep compassion for kids and was able to make one on one connections with the children she was working with.

Summary

The following list of professional personnel transfers and resignations is being presented for your information.

Transfers - 1

Name	Old Assignment / Location	New Assignment / Location
Schooler, Kenneth Kobe	5 th Grade Teacher/ RJ Richey	Ag Teacher/ BHS

Resignations - 2

Name	Assignment	Location
Garcia, Roxana	Spanish Teacher	Burnet High School
Hernandez, Carmen	Spanish Teacher	Burnet High School

Summary

The following list of at-will employees is being presented for your knowledge.

Hires - 7

Name	Assignment	Location
Guilliams, Dodi	Director of Transportation	Transportation
<p>The position was posted on July 11, 2014; 38 applications were received, 8 candidates were interviewed during the 1st round and 3 candidates were invited for an in person interview that included a task for the applicants. The interview committee consisted of Keith McBurnett, Superintendent, Sarah Cervi, Director of Business and Finance, Contessa Huffman, Director of HR, and Mike Morgan, Lead Driver.</p> <p>Ms. Guilliams has worked with Burnet CISD since May as the Routing Specialist. In that time, she has proven her communication skills, attention to detail, and ability to inspect and identify areas of efficiency. Additionally, Ms. Guilliams has: 15 years of school district transportation experience; experience as a bus driver, service technician, shop manager, lead driver/trainer, routing specialist, and Assistant to the Director of Dripping Springs ISD; over 15 certifications to include DPS Vehicle Inspector, TASB Accident Investigation Certification and DOT Drug & Alcohol Technician; active in industry organizations – TAPT - TX Association of Pupil Transportation and TASBT – TX Association of School Bus Technicians; familiarity with DOT and TEA regulations; implemented processes and programs to increase efficiency.</p>		
Ash, Amy	Instructional Partner	Burnet Elementary School
Devaney, Deborah	Nurse Assistant	Burnet High School
Eckert, Mary Ann	Instructional Partner – ISS	Burnet High School
Escamilla, Reyna	Custodian	Maintenance
Plumlee, Sherry	Bus Driver	Transportation
Wills, Victoria	Human Resources Asst.	Central Office

Resignations - 2

Name	Assignment	Location
Nelson, Kimberly	Custodian	Maintenance
Wright, Randall	Bus Driver	Transportation

Respectfully Submitted by:

Contessa Huffman
Director of Human Resources & Admin Services

Lonnie E. Hairston
420 Hopewell Road, Bertram TX 78605
lonhairston@hotmail.com
512-234-5320 (home), 512-820-7037 (cell)

SUMMARY

Seasoned worker with over 30 years of experience in journalism and editing, insurance sales, insurance claims adjusting, rural mail delivery, and high school Spanish teacher; participated in two university-level foreign language (Spanish) study abroad programs during the past four years; studied in 2011-2012 with private tutors in Oaxaca, Mexico, and Morelia, Mexico; seeking position as high school Spanish teacher.

EDUCATION

- University of Texas at Austin, May 1978 (B.A., History)
- University of Texas at Austin, January 2009 - July 2010 (Spanish)
- Total of 32 hours of university-level Spanish courses, 21 hours upper division; 4.0 GPA on all Spanish courses completed

WORK EXPERIENCE

Spanish Teacher, Mineral Wells High School, Mineral Wells, Texas; August 2012 – June 2013

- Taught Spanish 2 classes for grades 9-12 at Mineral Wells High School
- Employed Teaching Proficiency through Reading and Storytelling (TPRS) materials to help students acquire necessary vocabulary and grammar skills to read, write and speak basic Spanish
- Used a variety of media resources to help students learn and apply various grammatical structures; and, to become better acquainted with aspects of Hispanic society and culture.

Spanish Teacher, Cherokee High School, Cherokee, Texas; August 2010 – May 2011

- Taught Spanish I/II classes for grades 9-12 at Cherokee High School
- Designed lesson plans and a variety of assessment materials; researched and presented information to students on numerous language and cultural topics
- Presented various Spanish-language topics to district elementary students
- Worked with student from Mexico, assisting him with English-language acquisition

Rural Mail Carrier, U.S. Postal Service, Leander Post Office, December 1987 - July 2008

- Processed, organized and delivered letters, magazines, newspapers and an assortment of packages, and special delivery mail on a variety of rural mail routes in Travis and Williamson counties
- Served as assistant manager: worked with management to resolve customer concerns; developed rural carrier work schedules; investigated employee concerns and issues
- Assisted in the design and measurement of new rural delivery routes

FOREIGN STUDY EXPERIENCE

- Casa Xela Ju: Quetzaltenango, Guatemala; September 2008 (two weeks)
- Universidad Veracruzana: Xalapa, Mexico; June – July 2009 (six weeks)
- Instituto Tecnológico de Monterrey; Querétaro, Mexico; May – July 2010 (six weeks)
- Private tutor (native speaker), Oaxaca, Mexico; June 2011 (four weeks)
- Private tutor (native speaker), Morelia, Mexico; November 2011 (four weeks)
- Private tutor (native speaker), Oaxaca, Mexico, April 2012 (three weeks)

Career Objectives

As a new educator, I am searching for a school that will support and guide me in my growth to be a teacher that has a positive and long lasting effect their students.

As a Spanish teacher I hope to inspire students to pursue Spanish throughout their future education in order to broaden their horizons and open doors to future possibilities.

I also strive to teach the importance of physical education to adolescents because physical health is a predicting factor in their future success. I have studied and utilized different teaching techniques which encourage the importance of physical activity throughout the student's life span.

I would like the opportunity to pursue coaching a sport. I have found team sports offer students the opportunity to learn many important life lessons.

Academic Background

-Texas Tech University – Lubbock, Texas –May 2014

-Bachelor of Science in Exercise and Sports Science

-Minors in Education and Spanish

-St. Michael's Catholic Academy – Austin, Texas – Class Of 2007

Certifications

- Physical Education – Levels EC-12

- LOTE Spanish (Pending)

Teaching Experience

Frenship ISD

Spring 2014

Substitute Teacher – Levels 6-12

Wolfforth, Texas

-Engaged students in two way interaction to present & reinforce the absent teacher's lesson plans.

North Side High School

Part Two, Fall 2011

PE Student Teacher at the Secondary Level

Fort Worth, Texas

- Constructed lesson plans to engage students in physical activity outlined in TEKS and worked with teachers to create plans to help and encourage students to reach goals.
- Observed and assisted in coaching the girls' softball athletic period.

Rosemont Sixth Grade School

Part One, Fall 2011

PE Student Teacher at the Primary Level

Fort Worth, Texas

- Prepared physical education lessons using the appropriate standards outlined in TEKS.
- Conducted & documented student's physical summative assessment required by the district.

Monterrey High School

Spring Semester 2011

TTU Education Course

Lubbock, Texas

- Learned various methods of communication that benefits students by shadowing an engaged and animated AP Spanish teacher.
- Learned to effectively organize the varying levels of Spanish before the school year begins.

Smylie Wilson Middle School

Spring Semester 2009

TTU Exercise & Sports Science Course

Lubbock, Texas

- Learned the pre-planning and modified instruction for optimal physical education learning for adolescent girls in grades 6th-8th.

Jessica A. Paxtor

- Obtained “classroom” organizational skills for physical education in a gym setting that enhance students’ physical fitness.

Teaching Related Experience

TECHniques Center

August 2010-August 2011

Tutoring Center for TTU Students with
Learning Disabilities

Lubbock, Texas

- Received formal training to effectively tutor learning disabled students in a wide variety of subjects including Spanish, algebra, statistics, history, anatomy, and English.

Kinesiology & Athletic Society: March

March 2008, March 2009, March 2010,

Madness Program

March 2011

After-School Basketball Program for
Grades 4th & 5th

Lubbock, Texas

- Volunteered to assist with the March Madness program.
- Helped coach basketball and teach children fun, healthy habits.

Skills

- Fluent in Spanish; reading, writing, and speaking.
- Experienced and literate in Microsoft Office.
- Educated in and proficient at online resources that strengthen students’ academic development.

Special Interests

- Eager to help coach girls’ sports.
- Interested in sponsoring student clubs/organizations.
- Enthused to establish or participate in a Spanish tutoring program.

Julie Tindol

Experience

2013-2014 Carrizo Springs Elementary

* 1st Grade Teacher

2011-2013 John H. Wood Charter School

*Resource English Language Arts 2-12

*Resource Social Studies 5-12

*Social Studies 5-12

2010-2011 Reagan County ISD

* 6th Reading

* Resource

2003-2010 Early ISD

* English II, IV;

* AP US History, US History, W. History, W. Geography

* Credit Recovery

* College Prep

1998-2003 Stephenville ISD

* Middle School Content Mastery

* Resource Texas History

* 7th English Language Arts

* 8th English Language Arts

*10th English

*Yearbook

1996-1998 Coahoma ISD

* 1st Self-Contained

Education

1988-1989 Abilene Christian University, Abilene, TX

1989-1990 Tarleton State University, Stephenville, TX

1993-1995 University of Texas, Permian Basin, Odessa, TX

1995-1996 Abilene Christian University, B.S., Interdisciplinary Studies, History

References

J. Ortiz, Principal, Carrizo Springs Elementary, 830-876-3503, jortiz@cscisd.net

Wes Beck, Superintendent, Early ISD, 325-646-7934, wes.beck@earlyisd.net

Bobby Fryar, Superintendent, VeribestISD, 325-655-4912, bobby.fryar@veribestisd.net

Munirah A. Tarver

Objective: To use my skills in counseling, education, and program administration to obtain a position as a school counselor.

Education

Master of Arts in Professional Counseling, *Emphasis in School Counseling*

Texas State University San Marcos, TX May 2014

- Additional coursework taken in play interventions, family interventions, and community counseling.
- 4.0 grade point average

Master of Arts in Curriculum and Instruction, *Emphasis in Language Arts Instruction*

University of Mississippi Oxford, MS June 2002

Bachelor of Arts in English, *Emphasis in Journalism*

Tougaloo College Tougaloo, MS May 2000

Licensure

Texas Educator Certificate School Counseling, Levels EC-12, May 2014–March 2019

National Certified Counselor, Certificate Number 342557, June 2014 – March 2020

School Counseling and Counseling-Related Experience

Counselor Intern

McCoy Elementary School Georgetown, TX January 2014 – May 2014

- Assisted in the delivery of a comprehensive guidance program in partnership with the permanent school counselor.
- Developed and conducted needs-based assessments for teachers and students.
- Maintained a caseload of 15 at-risk students for brief, individual interventions.
- Practiced school-based, play intervention techniques with primary-grade students.
- Facilitated two, weekly psycho-educational groups on assertiveness skills and positive relationships for fourth and fifth grade students.
- Developed and facilitated over 25 classroom guidance lessons covering topics such as conflict management, communication, responsibility, and academic success.
- Consulted staff and teachers on student behavioral needs and support.
- Participated in administration of GT testing, and facilitation of STARR tests.

Counselor Intern

Chisholm Trail Middle School Round Rock, TX Sept. 2013 – December 2014

- Developed and conducted a needs assessment for teachers and students.
- Maintained a caseload of 10 at-risk students for brief, individual interventions.
- Assessed suicide risk, implemented no-harm contracts, and contacted appropriate individuals for follow-up for three students.
- Facilitated a social skills group for 6th and 7th grade students.
- Co-facilitated a social skills group for middle school students diagnosed with autism spectrum disorders.
- Made a presentation to PTA parents entitled “Teen Talk” addressing changes in the adolescent brain and possible effects on parent-child communication dynamics.
- Participated in 504 and Response to Intervention planning meetings.

Dodi Guilliams

Summary

My transportation experience includes driving bus and more than 16 years of Experience planning, developing and implementing money saving programs to make our department more efficient. Areas of expertise include Personnel Mgmt., Purchasing, Routing, TAPT Supervisor Certification, Shop management and Parts and inventory.

I also have UST certifications for underground fuel tanks and have acquired Reasonable Suspicion training to help keep the district in compliance with TCEQ and DPS.

Highlights

- DOT Drug & Alcohol Technician
- DPS Alcohol Certification
- Accident Investigation
- TAPT Supervisor Certification
- TASB Risk Mgmt. on Conducting Safety & Security Audits
- TASB Accident Investigation Certification
- Paraeducator Certification since 2006
- TAPT Purchasing
- TAPT Communication Skills
- TAPT Personnel Management
- CDL
- DPS Vehicle Inspector
- FEMA Certifications to ICS700
- TAPT Leadership
- TASBO Business Skills
- Notary

Accomplishments

Project Management

- Worked directly with Transportation to implement recycling programs to generate funds back into our department
 - Supervision of inventory and 2-4 shop employees
- Reporting and documenting of parts that were held in inventory even though no buses used these items.
- Documented and resolved this issue with a vendor which led to exchanging approx. \$1587 in parts at a cost of \$20.
 - Documentation
 - Wrote and edited documents to keep staff informed on policies and safety Procedures

Experience

05/2014-Present **Burnet CISD**, Burnet Texas

Routing Specialist

My main position includes routing buses to make them more effective and efficient. In the month of July, I have also been the only certified bus inspector. This job has included inspecting buses and applying new state inspection stickers to keep the buses in compliance. I have also had a shop inventory taken and helped to implement some new items in the shop to make it more efficient, along with looking at our vendor policies.

03/2102- 05/2014 **Hays CISD**, Kyle Texas

Lead Driver/Supervisor, Router, CDL Trainer

My main job with Hays CISD is as a router. I route for 3 separate schools and also route 8 buses

a day for tutorial routes. This includes routing for 200-300 students on a daily basis for after school clubs. I also supervise approximately 25 drivers and the various schools that they service.

09/2005 - 03/2012 **DSISD** Dripping Springs, Texas

Bus Driver/Service Tech/Shop Manager/Department Secretary

I started with DSISD as a bus driver and moved into the shop as a Service Tech and then into an office to manage parts and inventory along with completing all TCEQ reports for our fueling station and bus wash. I ordered all parts and fuel and managed the work orders for the mechanics along with pricing parts. I served as the Interim Dept. Secretary and entered Kronos for payroll and enter fieldtrips. I dispatch and handle parent phone calls as well.

08/2003 - 07/2005 **Blanco ISD** Blanco, Texas

Bus Driver/Custodian

I drove a bus route and also worked 8 hours a day as a custodian as well as substituting in the cafeteria.

03/1999 - 08/2003 **Virginia Beach Public Schools** Virginia Beach , Virginia

Bus Driver

I drove bus full time with 4 routes, a midday, and an activity run after school averaging approximately 8 hours a day.

Education

1983 **Rush City High School**, Rush City, Minnesota
General

2006 **ACC**, Austin, Texas

ParaEducator

ParaEducator Certification

Affiliations

TAPT

TASB

Centex Chapter of TAPT