Notice of Regular
Board of Trustees
December 16, 2014

A Regular of the Board of Trustees will be held on December 16, 2014, beginning at 7:00 PM, in the Administration Building, 400 East Loop 340, Waco, TX 76705.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. For more information about public comment, see Policy BED. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

I. Roll Call, Establishment of Quorum, and Call to Order -- Board President
II. Opening Ceremony -- Board President
III. Consider Listing of Agenda Items -- Board President
IV. Recognition Items -- Board President and Dr. Sharon M. Shields
V. Public Participation -- Board President
VI. Special Reports -- Board President
    A. Superintendent's Report -- Dr. Sharon M. Shields
        1. La Vega Pirates Education Foundation Update -- Dr. Sharon M. Shields
        2. Student Enrollment Update -- Dr. Sharon M. Shields
        3. Calendar of Events -- Dr. Sharon M. Shields
        4. Leadership Team Times -- Dr. Sharon M. Shields
VII. Consider Consent Agenda Items -- Board President
    A. Minutes for Meetings Held -- Ms. Lori Mynarcik
    B. Monthly Tax Collection Report -- Ms. Diane Roepke
    C. Budget Amendments -- Ms. Diane Roepke
    D. Personnel Items -- Dr. Valerie Baxter
        1. Contract Recommendations / Renewals, Resignations, Job Descriptions(s) or Revisions to Job Description(s), and Revisions to Paygrade Chart -- Dr. Valerie Baxter
    E. School Calendar Guidelines for 2015-2016 -- Dr. Valerie Baxter
    F. Additional Resources for “Improvement Required” Campuses -- Dr. Sharon M. Shields
VIII. Action and Discussion Items -- Board President
    A. Consider 2013-2014 Fiscal year Financial Audit Report -- Ms. Diane Roepke
    B. Consider La Vega ISD Performance Based Monitoring Analysis System (PBMAS) Improvement Plan -- Dr. Charla Rudd
    C. Consider Monthly Budget Analysis Report -- Ms. Diane Roepke
    D. Discuss the 2014-2015 Board Goals and Objectives -- Board President and Dr. Sharon M. Shields
    E. Distribution of Superintendent's Appraisal Documents -- Dr. Valerie Baxter
    F. Report on Board Member Continuing Education and Training -- Board President
IX. Closed Meeting -- Board President
    A. Personnel Matters - Texas Government Code 551.074 -- Dr. Sharon M. Shields
X. Adjournment -- Board President

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 TASB Policy BEC(LEGAL)]

_____

For the Board of Trustees

ROLL CALL, ESTABLISHMENT OF QUORUM, AND CALL TO ORDER

The meeting was called to order at _____ m.

Board of Trustees Members Present: _____

_____

Board of Trustees Members Absent: _____

_____

School Personnel Present: _____

_____

_____

_____

Others Present: _____

_____

_____

BOARD PRESIDENT:

THE OPENING CEREMONY CONSISTING OF THE PLEDGE OF ALLEGIANCE

TO THE AMERICAN FLAG AND TO THE TEXAS FLAG WILL BE PROVIDED BY:

_____

(NAME, TITLE, POSITION, LVISD CAMPUS/DEPT.)



PLEDGE TO UNITED STATES FLAG. I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.



PLEDGE TO TEXAS FLAG: "Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

CONSIDER LISTING OF AGENDA ITEMS

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☒ Attached ☐ Provided Later ☐

Contact Person:
Dr. Sharon M. Shields and Board President

Background Information:
Board Members are asked to review the listing of agenda items.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

Motion:

Second:

For:

Against

Abstain:

PUBLIC PARTICIPATION

Presented for:
Board action ☐ Report/Review Only ☒

Supporting documents:
None ☒ Attached ☐ Provided Later ☐

Contact Person(s):
Board President and Dr. Sharon M. Shields

Background Information:
LVISD POLICY BED (LOCAL) -- Public Participation: At regular meetings the Board shall allot 30 minutes to hear persons who desire to make comments to the Board. Persons who wish to participate in this portion of the meeting shall sign up with the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak.

Limit on Participation: Audience participation is limited to the portion of the meeting designated for that purpose. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless recognized by the presiding officer. No presentation shall exceed five (5) minutes. Delegations of more than five persons shall appoint one person to present their views before the Board.

Board's Response—Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

Complaints and Concerns—Complaints and concerns for which other resolution channels are provided shall be directed through those channels. The presiding officer or designee shall determine whether a person who wishes to address the Board has attempted to solve a matter administratively. If not, the person shall be directed to the appropriate policy to seek resolution before bringing the matter to the Board at a subsequent meeting.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

SPECIAL REPORTS

Presented for:
Board action ☐ Report/Review Only ☒

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
N/A

Background Information:
This portion of the meeting is to provide special reports to the Board of Trustees.

Fiscal Implication:
N/A

Administrative Recommendation:
This report is being provided for informational purposes.

Superintendent's Report

1. Education Foundation Update
2. Campus and District Enrollment Update
3. Calendar of Events
4. Leadership Team Times

Presented for:
Board action ☐ Report/Review Only ☒

Supporting documents:
None ☐ Attached ☐ Provided Later ☒

Contact Person:
Dr. Sharon M. Shields

Background Information:
This portion of the board meeting is reserved to update the Board of Trustees on calendar and miscellaneous items.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

CONSENT AGENDA ITEMS

Presented for:
Board action ☒ Report/Review Only ☒

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
N/A

Background Information:
The consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

Motion:

Second:

For:

Against

Abstain:

Minutes for Meeting(s) Held

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Dr. Sharon M. Shields or Ms. Lori Mynarcik

Background Information:
The Board shall prepare and retain minutes or make a tape recording of each of its open meetings. The minutes shall state the subject matter of each deliberation and shall indicate each vote, order, decision, or other action taken by the Board. The minutes or tapes are public records and shall be made available for public inspection and copying on request to the Superintendent or designee.

Fiscal Implication:
None.

Administrative Recommendation:
Board review and approval.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

Monthly Tax Collection Recap and Report

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Ms. Diane Roepke

Background Information:
The District contracts with the McLennan County Tax Office for the collection of the current and delinquent taxes and penalty and interest on those taxes. As part of this service, the Tax Office supplies the District with a monthly cumulative summary of taxes and penalty and interest collected. Attached the Board will find the monthly tax collection recap and report prepared by the Business Office. This report has been reconciled with the summary report received from the tax office.

Fiscal Implication:
N/A

Administrative Recommendation:
It is recommended that the Board approve the Monthly Tax Collection Recap and Report as submitted.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

La Vega ISD
Tax Collection Report

Current Year M&O Taxes		For Month of		Year to Date
	11	November 2014		November 2014
Original Current Roll			$	9,936,087
Adjustments	$	(1,789.68)		($5,893)
Total Adjusted Roll			$	9,930,194
Current M&O Taxes Collected	$	296,773.14	$	469,414.26
Current P & I Collected	$	0.30	$	0.30
Current Taxes Collected Adjustments			$	-
Total Current Taxes Collected	$	296,773.44	$	469,414.56
% of Current Taxes Collected				4.7271%
Current Year I&S Taxes		**For Month of**		**Year to Date**
Current I&S Taxes Collected	$	74,827.51	$	118,356.75
Current P & I Collected	$	0.07	$	0.07
Current Taxes Collected Adjustments	$	-	$	-
Total Current Taxes Collected	$	74,827.58	$	118,356.82
% of Current Taxes Collected				1.1919%
Total Collections Current	**$**	**371,601.02**	**$**	**587,771.38**
				5.92%
Delinquent M&O Taxes		**This Month**		**Year to Date**
Delinquent Taxes Outstanding			$	647,119.87
Adjustments	$	(696.94)	$	(5,815.71)
Total Adjusted Delinquent Roll			$	641,304.16
Delinquent M&O Taxes Collected	$	11,775.84	$	40,363.38
Delinquent P & I Collected	$	3,578.42	$	11,114.84
Attorney Fees Collected			$	-
Delinquent Taxes Collected Adjustment				
Total Delinquent Balance Collected	$	15,354.26	$	51,478.22
% of of Delinquents Collected				8.0271%
Delinquent I&S Taxes		**This Month**		**Year to Date**
Delinquent I&S Taxes Collected	$	2,411.81	$	8,345.93
Delinquent P & I Collected	$	693.54	$	2,185.17
Attorney Fees Collected	$	-	$	-
Delinquent Taxes Collected Adjustment	$	-	$	-
Total Delinquent Balance Collected	$	3,105.35	$	10,531.10
% of of Delinquents Collected				1.6421%
Total Collections Delinquent	**$**	**18,459.61**	**$**	**62,009.32**
Grand Total Collections	**$**	**390,060.63**	**$**	**649,780.70**
Paid YTD			**$**	**636,480.32**
Balance Remaining			**$**	**9,935,018.09**
				93.98%

Current Year M&O Taxes	For Month of Sep 2014	For Month of Oct 2014	For Month of Nov 2014	For Month of Dec 2014	For Month of Jan 2015	For Month of Feb 2015	For Month of Mar 2015	For Month of Apr 2015	For Month of May 2015	For Month of Jun 2015	For Month of Jul 2015	For Month of Aug 2015	YTD
Current M&O Taxes Collected	$ -	$ 172,641.12	$ 296,773.14										$ 469,414.26
Current P & I Collected	$ -	$ -	$ 0.30										$ 0.30
Current Taxes Collected Adjustments	$ -	$ -											$ -
Total Current Taxes Collected	$ -	$ 172,641.12	$ 296,773.44	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 469,414.56
Current Year I&S Taxes													
Current I&S Taxes Collected		$ 43,529.24	$ 74,827.51										$ 118,356.75
Current P & I Collected		$ -	$ 0.07										$ 0.07
Current Taxes Collected Adjustments		$ -											$ -
Total Current I&S Taxes Collect	$ -	$ 43,529.24	$ 74,827.58	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 118,356.82
Total Collections Current	**$ -**	**$ 216,170.36**	**$ 371,601.02**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 587,771.38**
Delinquent M&O Taxes													
Delinquent M&O Taxes Collected	$ 16,830.96	$ 11,756.58	$ 11,775.84										$ 40,363.38
Delinquent P & I Collected	$ 4,103.59	$ 3,432.83	$ 3,578.42										$ 11,114.84
Attorney Fees Collected													$ -
Delinquent Taxes Collected Adjustment	$ -		$ -										$ -
Total Delinquent Balance Collected	$ 20,934.55	$ 15,189.41	$ 15,354.26	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 51,478.22
Delinquent I&S Taxes													
Delinquent I&S Taxes Collected	$ 3,529.71	$ 2,404.41	$ 2,411.81										$ 8,345.93
Delinquent P & I Collected	$ 826.71	$ 664.92	$ 693.54										$ 2,185.17
Attorney Fees Collected													$ -
Delinquent Taxes Collected Adjustment													$ -
Total Delinquent Balance Collected	$ 4,356.42	$ 3,069.33	$ 3,105.35	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,531.10
Total Collections Delinquent	**$ 25,290.97**	**$ 18,258.74**	**$ 18,459.61**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 62,009.32**
Total Tax Collections, excluding P&I	**$ 20,360.67**	**$ 230,331.35**	**$ 385,788.30**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 636,480.32**
Grand Total Collections	**$ 25,290.97**	**$ 234,429.10**	**$ 390,060.63**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 649,780.70**

(see attached documentation)

Consider Budget Amendments

Presented for:
Board action ☒ Report/Review Only ☐ Consent Agenda Item

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Ms. Diane Roepke

Background Information:
Section 2.10.6 of the Financial Accountability System Resource Guide, version 14.0, dated January 2010, states that budget amendments are mandated by the state for budgeted funds reallocated from one function level, and state and/or federal project to another. These budget changes are usually the result of unexpected levels of expenditures in certain categories and must be amended in the budget for legal compliance.

All budget amendments are required to be adopted by the last day of the fiscal year. All necessary budget amendments must be formally adopted by the school board and recorded in the board minutes.

Fiscal Implication:
Some of the budget amendments proposed are moving from function to function which causes no bottom line impact to the budget.

Administrative Recommendation:
It is recommended that the Board approve the attached Budget Amendments as presented.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

Personnel Items

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Dr. Valerie Baxter

Background Information:
The following personnel items are submitted for board approval.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

Personnel Resignations, Contract Renewals, Contract Recommendations, Job Description(s) or Revisions to Job Description(s), and Paygrade Chart or Revisions to Paygrade Chart

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☐ Provided Later ☒

Note: There were no personnel items pending board approval at the time the agenda was posted.

Contact Person:
Dr. Valerie Baxter

Background Information:
Board Members approve the resignations of all professional personnel.

The Board of Trustees of any independent school district may employ by contract a superintendent, a principal or principals, teachers, or other executive officers for a term not to exceed the maximum specified in this section. In those independent school districts with a scholastic population of fewer than 5,000, the term of such contracts shall not exceed three years.

The personnel department, campus principals, and management teams interview and check references on each applicant who makes application to become a member of the staff of the La Vega Independent School District.

The Board of Trustees must approve revisions to the LVISD Job Description Manual.

Fiscal Implication:
Personnel salaries are a budgeted item.

Administrative Recommendation:
Board approval of the resignations, contract renewals, contract recommendations, job descriptions or revisions to job descriptions, and revisions to the Paygrade Chart as presented.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

ACTION / DISCUSSION ITEMS

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
N/A

Background Information:
The following items are included for board discussion and possible action.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

Monthly Budget Analysis Report

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Ms. Diane Roepke

Background Information:
The District compiles and reports revenue and expenditure data for all funds on a monthly basis. The attached monthly budget analysis reports compare year-to-date revenue and expenditures to the same period from last fiscal year. Monthly budget analysis reports are presented for the General Operating Fund; Child Nutrition Fund; and, Debt Service Fund.

Fiscal Implication:
N/A

Administrative Recommendation:
It is recommended that the Board approve the Monthly Budget Analysis Reports as submitted.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

Discuss the 2014-2015 Board Goals and Objectives

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Dr. Sharon M. Shields

Background Information:
A copy of the 2013-2014 Board Goals and Objectives is attached. Please review and provide input and suggestions for the 2014-2015 Board Goals and Objectives.

Fiscal Implication:
N/A

Administrative Recommendation:
The administration recommends that the Board review last year's Goals and Objectives and provide input for the 2014-2015 Board Goals and Objectives.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

La Vega ISD Board of Trustees
GOALS 2013 -2014

Goal 1: The La Vega ISD Board of Trustees will approve a fiscally sound budget.

Objective 1.1: The budget will accurately reflect the salaries and benefits of all District personnel.

Objective 1.2: Implement strategies to ensure the Fund Balance represents at least two months budget expenditures.

Objective 1.3: District budget expenditures will not exceed the overall approved budget.

Objective 1.4: Study and implement strategies to increase revenue to off-set state and federal budget cuts.

Goal 2: The academic performance of La Vega ISD students will meet state and federal standards.

Objective 2.1: The District will earn a rating of "Met Standard" or equivalent as defined by the state accountability system.

Objective 2.2: Campuses will earn a rating of "Met Standard" or equivalent as defined by the state accountability system.

Objective 2.3: The District will respond to the federal standards as described in the Texas NCLB Waiver.

Objective 2.4: The campuses will respond to the federal standards as described in the Texas NCLB Waiver.

Objective 2.5: Overall District STAAR/TAKS/End-of-Course performance in reading, mathematics, writing, social studies and science will match State performances within three-years.

Goal 3: La Vega ISD will retain and attract quality staff.

Objective 3.1: All students will be taught by highly qualified teachers assisted by highly qualified paraprofessionals.

Objective 3.2: The salary and compensation package for professionals and paraprofessionals will be competitive and in the top tier of comparable school districts within this geographical area.

Goal 4: La Vega ISD will provide adequate facilities that enhance teaching and learning.

Objective 4.1: Review and update the facilities master plan.

CLOSED MEETING

A. Personnel Matters - Texas Government Code 551.074

Presented for:
Board action ☐ Report/Review Only ☒

Supporting documents:
None ☒ Attached ☐ Provided Later ☐

Contact Person:
Dr. Sharon M. Shields and Board President

Background Information:
The Board may enter into a closed meeting after the following requirements have been met:

1. A quorum of the Board has first been convened in open meeting for which notice has been given.
2. The presiding officer has publicly announced in open meeting that a closed meeting will be held.
3. The presiding officer has identified the section or sections of the Open Meetings Act or other applicable statutes that authorize the holding of such closed meeting.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

A closed meeting was declared at _____.m. on _____, 2014 to

discuss: _____

_____

The closed meeting ended at _____.m. on _____, 2014.

ADJOURNMENT

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

Date and Time: _____