



Lamar Consolidated Independent School District
Board of Trustees
Thursday, July 18, 2013
7:00 PM

Julie Thompson, President • Rhonda Zacharias, Vice President • Frank Torres, Secretary
Kay Danziger • Anna Gonzales • Dar Hakimzadeh • Kathryn Kaminski

**LAMAR CISD BOARD OF TRUSTEES
REGULAR BOARD MEETING
BRAZOS CROSSING ADMINISTRATION BUILDING
3911 AVENUE I, ROSENBERG, TEXAS
JULY 18, 2013
7:00 PM**

AGENDA

1. Call to order and establishment of a quorum
2. Opening of meeting
3. Recognitions/awards
 - A. State Speech and Debate
4. Audience to patrons
5. Approval of minutes
 - A. June 18, 2013 - Regular Board Meeting 6
6. Board members reports
 - A. Meetings and events
7. Superintendent reports
 - A. Meetings and events
 - B. Information for immediate attention
 - C. Introductions
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 - b. Wertheimer Middle School

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11. CLOSED SESSION	
A. Adjournment to closed session pursuant to Texas Government Code Sections 551.071, 551.072, 551.074, and 551.082, the Open Meetings Act, for the following purposes: (Time _____)	
1. Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.	158
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2. Section 551.072 - For the purpose of discussing the purchase, exchange, lease or value of real property
 - a. Land acquisition
3. Section 551.071 - To meet with the District's attorney to discuss matters in which the duty of the attorney to the District under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act, including the grievance/complaint hearing.
 - a. Any item listed on the agenda
 - b. Discuss pending, threatened, or potential litigation, including school finance litigation

RECONVENE IN OPEN SESSION

Action on Closed Session Items Future Agenda Items

ADJOURNMENT: (Time _____)

If during the course of the meeting covered by this notice, the Board should determine that a closed session of the Board should be held or is required in relation to an item noticed in this meeting, then such closed session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour or place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed session concerning any and all subjects and for any and all purposes permitted by Section 551.071-551.084, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.084 - For the purpose of excluding witness or witnesses from a hearing during examination of another witness.

Section 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

Section 551.072 - For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 - For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.082 - For the purpose of considering discipline of a public school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.

Section 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.083 - For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representatives of

employee groups in connection with consultation agreements provided for by Section 13.901 of the Texas Education Code.

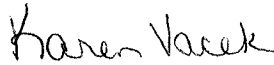
Section 551.0821 – For the purpose of deliberating a matter regarding a public school student if personally identifiable information about the student will necessarily be revealed by the deliberation.

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

- a. the open meeting covered by this notice upon the reconvening of this public meeting, or
- b. at a subsequent public meeting of the Board upon notice thereof, as the Board may determine.

CERTIFICATE AS TO POSTING OR GIVING OF NOTICE

On this 11th day of July 2013 at 3:00 p.m., this notice was posted on a bulletin board located at a place convenient to the public in the central administrative offices of the Lamar Consolidated Independent School District, 3911 Avenue I, Rosenberg, Texas 77471, and in a place readily accessible to the general public at all times.



Karen Vacek
Secretary to Superintendent

Regular Meeting

Be It Remembered

The State of Texas §
County of Fort Bend §
Lamar Consolidated Independent School District §

Notice of Regular Meeting Held

On this the 18th day of June 2013, the Board of Trustees of the Lamar Consolidated Independent School District of Fort Bend County, Texas met in Regular Session in Rosenberg, Fort Bend County, Texas.

1. CALL TO ORDER AND ESTABLISHMENT OF A QUORUM

This meeting was duly called to order by the President of the Board of Trustees, Julie Thompson, at 7:01 p.m.

Members Present:

Julie Thompson	President
Rhonda Zacharias	Vice President
Frank Torres	Secretary
Kay Danziger	Member
Anna Gonzales	Member
Dar Hakimzadeh	Member
Kathryn Kaminski	Member

Others Present:

Thomas Randle	Superintendent
Kevin McKeever	Administrator for Operations
Jill Ludwig	Chief Financial Officer
Laura Lyons	Executive Director of Elementary Education
Walter Bevers	Executive Director of Secondary Education
Kathleen Bowen	Executive Director of Human Resources
Mike Rockwood	Executive Director of Community Relations
Rick Morris	Attorney

BUSINESS TRANSACTED

Business properly coming before the Board was transacted as follows: to witness—

2. OPENING OF MEETING

The prayer was led by Dr. Bevers and the pledge of allegiance was recited.

3. RECOGNITIONS/AWARDS

b. State Solo and Ensemble Medalists

Foster High School students recognized as outstanding soloists at the 2013 State Solo and Ensemble Medalists were Cambrey Willhelm and Elsa Toskey.

a. State Wind Ensemble Medalists

Outstanding soloists at the 2013 UIL State Wind Ensemble Contest recognized were Foster High School students Sterling Whitwell and Megan Simmons.

c. State Softball Finalists

State softball finalists recognized were Foster High School students Brianna Alter, Meranda Charles, Kristen Clark, Lindsay Etzler, Kelbi Fortenberry, Noelle Hein, Mickenzi Krpec, McKenzie Lavengco, Kellie Moehlig, Kendall Pryor, Courtney White, and Suzanne White.

4. AUDIENCE TO PATRONS

Karen Mendoza shared with the Board that she has graduated from Leadership TASB and she is the first from Lamar CISD to have this honor. The class consisted of 35 members and they will be presenting this fall at the TASA/TASB Convention.

Rodrigo Carreon addressed his concerns regarding the low voter turnout at elections and recommended that the principals encourage high school seniors to register to vote and offer this opportunity twice a year before elections to possibly increase voter turnout.

5. APPROVAL OF MINUTES OF THE MAY 16, 2013 REGULAR BOARD MEETING AND MAY 21, 2013 SPECIAL BOARD MEETING

It was moved by Ms. Zacharias and seconded by Mr. Torres that the Board of Trustees approve the minutes of the May 16, 2013 Regular Board Meeting and the May 21, 2013 Special Board Meeting. The motion carried unanimously.

6. BOARD MEMBER REPORTS

a. Meetings and Events

Ms. Zacharias reported that 70 students from Huggins Elementary toured the BMC Software Network Operating Center and it was well received.

Ms. Kaminski attended the TASB Conference and stated that it was an eye opener and thanked all for the welcome and is looking forward to the coming year.

7. SUPERINTENDENT REPORTS

- ❑ **Meetings and Events**
- ❑ **Information for Immediate Attention**
- ❑ **Introductions**

Dr. Bowen introduced new administrators to the district:
Sandra Glenn, assistant principal, Velasquez Elementary
Cara Hoskins, assistant principal, Adolphus Elementary

ACTION ITEMS FOR CONSENT OF APPROVAL: 8. A-1 – 8. A-12, 8. B-1 and 8. C-1

It was moved by Mr. Hakimzadeh and seconded by Ms. Danziger that the Board of Trustees approve these action items as presented. The motion carried unanimously.

8. A GOAL: PLANNING

8. A-1 Consider Ratification of Quarterly Investment Report

ratified the quarterly investment report as submitted for the quarter ending May 31, 2013. (See inserted pages 41-A—41-F.)

8. A-2 Consider Ratification of Financial and Investment Reports

ratified the financial and investment reports as presented.

8. A-3 Approval of Budget Amendment Requests

approved budget amendment requests as attached. (See inserted pages 41-G – 41-H.)

8. A-4 Approval of Donations to the District, including, but not limited to:

- a. Campbell Elementary School**
- b. Hubenak Elementary School**
- c. McNeill Elementary School**

approved donations to the district.

8. A-5 Approval of Fleet Equipment, Supplies, and Services

approved all vendors who responded with complete and acceptable bid responses to the fleet equipment, supplies, and services bid.

8. A-6 Approval of Local Food and Catering Services

approved all vendors who responded to the proposal for an annual contract for local food and catering services.

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8. A-7 Approval of Agricultural Science Equipment and Supplies

approved all vendors who responded with complete and acceptable bid responses to the agricultural science equipment and supplies bid.

8. A-8 Approval of Audio Visual Equipment and Installation Services

approved Troxell Communications to provide projectors and installation services for the initial refresh of district projectors.

8. A-9 Approval of Reclaimed Water Lines Easement

approved the City of Rosenberg reclaimed water lines easement for reclaimed water service to the Terry High School Athletic Fields. (See inserted pages 42-A – 42-F.)

8. A-10 Approval of Final Payment for the Agricultural Facility Renovations

approved the final payment of \$20,650 for the Agricultural Facility renovations to BLS Construction.

8. A-11 Approval of HVAC Testing and Balance Consultant Services for the New Lamar Consolidated High School Baseball/Softball Complex

approved testing and balancing consultant services from Engineered Air Balance for the new Lamar Consolidated High School Baseball/Softball Complex not to exceed the amount of \$11,225.

8. A-12 Approval of the prevailing Wage Rate Schedule for Construction Project Specifications

approved this prevailing wage rate schedule for all upcoming construction projects where applicable.

8. B GOAL: TECHNOLOGY

8. B-1 Approval of Discovery Education Streaming

approved Discovery Education Streaming in the amount of \$54,741.75.

8. C GOAL: PERSONNEL

8. C-1 Approval of New PDAS Appraisers for Teaching Staff, 2013—2014 School Year

approved the 2013 – 2014 Professional Development Appraisal System (PDAS) appraiser(s) who have recently become certified or are new to Lamar Consolidated Independent School District.

9. INFORMATION ITEMS

9. A GOAL: PLANNING

9. A-2 Budget Workshop

Ms. Jill Ludwig, Chief Financial Officer, presented the 2013—2014 Budget Workshop #1 with the following agenda:

- 2013 – 2014 Revenue Projection
 - Types of Revenue
 - Projected Totals
 - Legislative Update

- 2013 – 2014 Expenditure Budget Status
 - The “Building Blocks”
 - Current Estimates

9. A-1 Appointment of Board Committees

Board President, Julie Thompson, appointed board members to serve on standing, ad hoc and advisory committees for the 2013 – 2014 school year. Last year’s committees and members are listed below. Newly appointed board members to serve for the 2013 – 2014 school year are as follows:

<u>STANDING COMMITTEES</u>	<u>2012—2013</u>	<u>2013—2014</u>
POLICY REVIEW COMMITTEE	Frank Torres Karen Mendoza Rhonda Zacharias	Frank Torres Kathryn Kaminski Anna Gonzales
FINANCIAL AUDIT COMMITTEE	Michael Richard Sam Hopkins Karen Mendoza	Rhonda Zacharias Dar Hakimzadeh Julie Thompson Michael Richard **
FACILITIES COMMITTEE	Sam Hopkins Michael Richard Julie Thompson	Julie Thompson Kathryn Kaminski Kay Danziger Sam Hopkins**
ATTENDANCE BOUNDARY COMMITTEE	Julie Thompson Dar Hakimzadeh Frank Torres	Dar Hakimzadeh Frank Torres Rhonda Zacharias
INFORMATION TECHNOLOGY COMMITTEE	Rhonda Zacharias Jack Christiana ** Dar Hakimzadeh	Rhonda Zacharias Kay Danziger Jack Christiana**
GOVERNMENT AFFAIRS COMMITTEE	Karen Mendoza Sam Hopkins Michael Richard	Julie Thompson Dar Hakimzadeh Karen Mendoza**

**advisory member

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9. A-3 **Tax Collection Report**

9. A-4 **Payments for Construction Projects**

9. A-5 **Region 4 Maintenance and Operations Update**

9. A-6 **Bond Update**

ADJOURNMENT TO CLOSED SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071, 551.072, 551.074, AND 551.082, THE OPEN MEETINGS ACT, FOR THE FOLLOWING PURPOSES:

1. Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.
 - a. Approval of personnel recommendations or employment of professional personnel
 - b. Employment of professional personnel (Information)
 - c. Employee resignations and retirements
 - d. Consider employment of Director of Transportation
 - e. Consider renewal of administrator contracts
2. Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property
 - a. Land acquisition
3. Section 551.071 – To meet with the District’s attorney to discuss matters in which the duty of the attorney to the District under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act, including the grievance/complaint hearing.
 - a. Any item listed on the agenda
 - b. Discuss pending, threatened, or potential litigation, including school finance litigation

The Board adjourned to Closed Session at 8:05 p.m. for the purposes listed above.

RECONVENE IN OPEN SESSION – ACTION ON CLOSED SESSION ITEMS

The Board reconvened in Open Session at 8:22 p.m.

PERSONNEL RECOMMENDATIONS

10. A-1(e) **Consider Renewal of Administrator Contracts**

It was moved by Ms. Zacharias and seconded by Ms. Kaminski that the Board of Trustees approve the renewal of administrator contracts as presented. The motion carried unanimously.

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Contract Renewals for 2013—2014

Hoskins, Cara	1 year adm. probationary	Adolphus Elementary
Bean, Rick	1 year adm. probationary	Special Education
Woodard, Dawn	1 year adm. probationary	Special Education

10. A-1(a) Approval of Personnel Recommendations

It was moved by Mr. Torres and seconded by Mr. Hakimzadeh that the Board of Trustees approve personnel as presented. The motion carried unanimously.

Employed

Alvarez, Bertha	7/24/2013	Assistant Principal	Navarro Middle School
Crosby, Risa	7/22/2013	Assistant Principal	Long Elementary
Sheehan, Robin	7/1/2013	Purchasing/Materials Manager	Brazos Crossing
Whitmore, Dwaylon	8/19/2013	College/Career Facilitator	Terry High School
Williams, Keith	7/24/2013	Assistant Principal	Briscoe Junior High

10. A-1(d) Consider Employment of Director of Transportation

It was moved by Ms. Gonzales and seconded by Ms. Danziger that the Board of Trustees approve the recommendation of Isaac Davila as the Director of Transportation. The motion carried unanimously.

FUTURE AGENDA ITEMS

Create a board committee to address student support services

ADJOURNMENT

It was moved by Mr. Hakimzadeh and seconded by Mr. Torres that the meeting adjourn at 8:25 p.m. The motion carried unanimously.

LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

Signed:

Julie Thompson
President of the Board of Trustees

Frank Torres
Secretary of the Board of Trustees

**CONSIDER APPROVAL OF INTERAGENCY PROGRAM AGREEMENT BETWEEN
LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT AND THE
BEHAVIOR TREATMENT AND TRAINING CENTER (BTTC), TEXANA CENTER**

RECOMMENDATION:

That the Board of Trustees approve the Interagency Program Agreement between Lamar Consolidated Independent School District and the Behavior Treatment and Training Center (BTTC), Texana Center for the 2013-2014 school year.

IMPACT/RATIONALE:

LCISD is required to educate all school age children who reside within district boundaries, regardless of where the parent or guardian resides, and LCISD has been educating residents residing at BTTC since the facility opened. In the spring of 2001, the program and fiscal responsibility for the BTTC shifted from the Richmond State School to Texana, Mental Health and Retardation Authority. Education is being provided through the LCISD Community Center staff. State foundation special education contact hours and federal special education funds support the services provided at the BTTC.

PROGRAM DESCRIPTION:

The agreement with Texana Center governs the responsibilities of both BTTC and LCISD staff. The current agreement is being recommended to govern responsibilities for the 2013-2014 school year and provides a system for LCISD/BTTC teachers to assist other district teachers in the areas of autism and use of behavioral analysis in instruction. Severely retarded and behaviorally disturbed children, usually 10-12 in number, reside at BTTC with an average length of stay between 3 and 6 months. Due to the severity of needs demonstrated by the students, services are provided to these students at the BTTC.

The agreement is attached for Board review.

Submitted by: Dr. Megan Whitley, Director of Special Education and Federal Programs
Laura Lyons, Executive Director of Elementary Education

Recommended for approval:



Dr. Thomas Randle
Superintendent

**INTERAGENCY PROGRAM AGREEMENT BETWEEN
LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT AND
THE BEHAVIOR TREATMENT AND TRAINING CENTER (BTTC),
TEXANA CENTER**

THIS AGREEMENT is made at the request of the Lamar Consolidated Independent School District through its Board of Trustees hereinafter referred to as the "District", and The Behavior Treatment and Training Center (BTTC), Texana Center, hereinafter referred to as "BTTC/Texana".

WHEREAS, the District and BTTC/Texana recognizes the desirability of providing education and treatment programs in the least restrictive environment to school age youth residing at BTTC/Texana; and

WHEREAS, the District and the BTTC/Texana mutually recognize that the Memorandum of Agreement between the Texas Department of Mental Health and Mental Retardation and the Texas Education agency dated October 9, 1985 designates the District, at the present time, the appropriate source to supply education to these students;

NOW, THEREFORE, for and in consideration of these premises and in future consideration of the matters hereinafter set forth, the District and BTTC/Texana to hereby stipulate and agree as follows:

I.

ELIGIBILITY

To be eligible for special education services under this agreement, a student must be identified as disabled according to the criteria developed by the Texas Education Agency and meet other state requirements for attendance and service provisions. Each eligible student must be enrolled in the District and must have an Individual Education Plan (IEP) designated by the Admission Review and Dismissal/Individual Education Plan (ARD/IEP) committee before educational services are provided.

II.

RESPONSIBILITIES OF THE BTTC/TEXANA

BTTC/Texana agrees to:

- A. Make available to the District all referral and assessment information: current medical diagnosis and conditions, including immunizations and potential carrier status for any communicable disease; proof of birth; and copies of each student's current Individual Program Plan (IPP). Access to client records (POR) will be provided for information necessary to facilitate District instructional services.

The Individual Program Plan (IPP) is generally defined to include the following services based on need:

- 1. Dental services
- 2. Training and habilitation services
- 3. Food and nutrition services

4. Medical services
 5. Nursing services
 6. Pharmacy services
 7. Physical and occupational services
 8. Psychological services
 9. Recreation services
 10. Social services
 11. Speech pathology and audiological services
 12. Prior educational services
- B. Designate staff member(s) to serve as liaisons for the following activities:
1. Attend the ARD/IEP Committee meetings.
 2. Resolve issues that arise in the area of student need.
 3. Resolve issues that arise in the areas of general Texana and District services.
 4. BTTC Management and LCISD Management shall discuss new District staff members regarding assignment to BTTC.
- C. Provide care, active treatment, and other customary services, as deemed appropriate by the BTTC/Texana's Interdisciplinary Team and each student's Individual Program Plan (IPP), to support a student's entry and ongoing participation in an educational program by the District.
- D. Provide and maintain appropriate instructional space for students the ARD determines need to be instructed at the Behavior Treatment and Training Center, including access to students as appropriate on scheduled class days.
1. Provide classroom space and furniture for instruction by District staff at the BTTC, at no cost to the District for the duration of the instructional schedule designated in the student's IEP.
 2. When instructional space must be shared by BTTC/Texana and District personnel, provide locked cabinets for the storage of District instructional materials and equipment.
 3. Provide needed housekeeping/janitorial services in District class space at the BTTC at the end of each instructional day and on an emergency basis.
 4. Deliver any needed linen to instructional settings at BTTC/Texana.
- E. Coordinate services in the BTTC/Texana's Individual Program Plan (IPP) of active treatment with services provided in accordance with the Individual Education Plan (IEP).
- F. Communicate necessary information regarding client care and treatment daily or as needed to District staff.
- G. Provide transportation of students to and from the classroom and the student's living quarters.
- H. Continue to provide services needed for care, treatment, and habilitation as determined by the IPP and which has been provided prior to the provision of education services by the District.
- I. Provide nursing services for those students that the ARD determines need instruction at the BTTC/Texana campus. For students that the ARD determines need instruction off

campus in District classes, provide the following services:

1. Follow the health policy of the District and BTTC/Texana when illness or infectious/communicable diseases occur.
 2. Provide prescribed medication with physician's orders and recommendations for any special nursing services the student may need to appropriate District nurse.
- J. Provide meals during the instructional day for those students the ARD determines need to be served by the District at BTTC/Texana.
- K. Collaborate with the District in the Teacher Training Partnership to increase teacher skills in serving students with severe behavior disabilities.
- L. Adhere to the District student attendance policies and make every effort to avoid elective absences during school hours/days. Any situation that precludes educational services as scheduled will be resolved by the BTTC Manager and the designee of the Director of Special Programs and Projects at the District.
- M. Follow all federal and state requirements governing the development and implementation of the IPP, Texana policy, and mutually agreed upon guideline for the implementation of this Agreement.

III.

RESPONSIBILITIES OF THE DISTRICT

- A. Make available to BTTC/Texana, educational assessments and updates, provide access to student records for information necessary to facilitate BTTC/Texana's care, treatment and habilitation; and provide copies of the current/revised IEP. Utilize, to the maximum extent possible, referral and assessment information from BTTC/Texana's records in order to avoid unnecessary duplication of services.
- B. Designate staff member(s) to serve as liaisons for the following activities:
1. Attend the IPP interdisciplinary team meetings as needed.
 2. Resolve issues that arise in areas of student needs.
 3. Resolve issues that arise in areas of District and Texana services.
 4. BTTC Management and LCISD Management shall discuss new District staff members regarding assignment to BTTC.
- C. Provide and/or make available instructional services, including needed speech and language therapy, to BTTC residents as determined by the ARD/IEP Committee in accordance with State Board of Education Rules for Special Education and federal regulations. Provide instructional staff assigned to the BTTC students with Crisis Prevention Institute training, which includes methods and strategies for appropriate intervention with aggressive students. To the extent possible minimize disruptions in assignment of instructional staff in order to provide a therapeutic environment for autistic children with problem behaviors.
- D. Make available a six-hour instructional day in the least restrictive environment with any variation determined by the ARD/IEP Committee. Utilize a variety of instructional settings to

meet student needs including District classes off the BTTC campus, classes on BTTC campus. Resolve conflicts between ARD/IEP and IDT Committee decisions through a joint committee meeting.

- E. Coordinate services of the District's Individual Education Plan (IEP) of active treatment.
- F. Communicate necessary information regarding student education daily or as needed to Texana staff.
- G. Provide the related services that the ARD deems necessary for the provision of appropriate instructional services. Services include but are not limited to direct and/or consultative services in the areas listed below:
 - 1. Speech and Language therapy
 - 2. Occupational therapy
 - 3. Physical therapy
 - 4. Adaptive equipment
 - 5. Psychological services
 - 6. Diagnostic services
 - 7. Orientation and Mobility training
 - 8. Special transportation for District students as appropriate
 - 9. Counseling
- H. Collaborate with BTTC in the Teacher Training Partnership to increase teacher skills in serving students with severe behavioral disabilities.
- I. Inform BTTC/Texana regarding Lamar Consolidated Independent School District attendance policies. Minimize removal from instruction, enacting emergency removal only for health and safety reasons.
- J. Follow all federal and state requirements governing the development and implementation of the IEP, Lamar Consolidated Independent School District policy, and mutually agreed upon guidelines for the implementation of this agreement.

IV.

CONSULTATION BETWEEN PARTIES

It is understood that after the execution of the agreement, representatives of the District and representatives of BTTC/Texana will meet to formulate guidelines in furtherance of the agreement. These mutually agreed upon guidelines will specify the procedures to be used to fully implement this Agreement.

V.

LIMITATIONS

It is understood that the educational program, which is the subject of this agreement, will be offered in accordance with each student's IEP and the District's school calendar designating holidays. Both parties concur that the District agrees to provide education services only under the terms in this agreement. The District assumes no responsibility for students upon dismissal from residence at

BTTC unless the student is or becomes a resident of the District. The terms of this Agreement constitute the total agreement between the District and BTTC/Texana.

VI.

TERM

This Agreement shall be effective beginning August 2013, upon execution by both parties, and shall continue in full force and effect through June 2014. If the agreement made in this Agreement is to be continued beyond June 2014, a new Agreement will be executed.

VII.

PROVISION FOR OTHER AGREEMENTS

It is recognized that either party may enter into other agreements and affiliations so long as these are not inconsistent with the terms and provisions of this Agreement.

VIII.

AMENDMENTS

This Agreement may be amended only by written instrument duly executed by both parties and attached to this Agreement.

IX.

BINDING ON SUCCESSORS

This Agreement shall bind and benefit the respective parties and their legal successors, but shall not otherwise be assignable, in whole or in part, by either party without first obtaining the written consent of the other party.

X.

LEGALITY

This Agreement shall be subject to all present and future valid laws, orders, rules, and regulations of The United States of America, The State of Texas, and other regulatory bodies thereof having jurisdiction.

XI.

CONFIDENTIALITY

The District and BTTC/Texana offer mutual assurance that all matters relative to the sharing of information will be treated in a confidential manner in accordance with all applicable State and

Federal rules and regulations, including but not limited to the Texas Open Records Act and the Family Educational Rights and Privacy Act of 1974.

IN WITNESS WHEREOF, this Agreement has been executed on behalf of the parties hereto as follows, to-wit:

- a) It has on the ____ day of _____, 20__, been executed by a representative of Texana Center duly acting upon the approval of its governing body: and
- b) It has on the ____ day of _____, 20__, been executed by a representative of Lamar Consolidated Independent School District duly acting upon the approval of the Board of Trustees of the Lamar Consolidated Independent School District.

ATTEST:

Texana Center

Lamar Consolidated Independent School District

George Patterson, CEO

Dr. Thomas Randle, Superintendent

THE STATE OF TEXAS
COUNTY OF _____

BEFORE ME, the undersigning authority, on this the ____ day of _____, 20 __, personally appeared _____, the CEO of Texana Center, who after being duly sworn, on his oath deposed and stated that he signed the foregoing document for the consideration and purposes stated therein.

Notary Public in and for _____, Texas

My commission Expires:

THE STATE OF TEXAS
COUNTY OF FORT BEND

BEFORE ME, the undersigning authority, on this the ____ day of _____, 20 __, personally appeared _____, the Superintendent of the Lamar Consolidated Independent School District, who after being duly sworn, on his oath deposed and stated that he signed the foregoing document for the consideration and purposes stated therein.

Notary Public in and for Fort Bend County, Texas

My commission Expires:

**CONSIDER APPROVAL OF INTERAGENCY PROGRAM AGREEMENT BETWEEN
LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT AND
RICHMOND STATE SUPPORTED LIVING CENTER (RSSLC)**

RECOMMENDATION:

That the Board of Trustees approve the Interagency Program Agreement between Richmond State Supported Living Center (RSSLC) and Lamar Consolidated Independent School District for the 2013-2014 school year.

IMPACT/RATIONALE:

LCISD is required to educate all school age children who reside within district boundaries, regardless of where the parent or guardian resides. Though the numbers of school age residents at RSSLC has declined since 1987, some children continue to be placed at RSSLC each school year. Current revenue to educate these students includes special education contact hours and special education capacity building federal funds.

PROGRAM DESCRIPTION:

Since the 1987-88 school year, LCISD has assumed full responsibility for education of school-aged residents at RSSLC. This has been required as a result of a court order issued by Judge Barefoot Sanders. Cooperative programming by RSSLC and LCISD has proved to be very beneficial for the students and there is a positive working relationship between RSSLC and LCISD staff members.

The Agreement is attached for Board review.

Submitted by: Dr. Megan Whitley, Director of Special Education and Federal Programs
Laura Lyons, Executive Director of Elementary Education

Recommended for approval:



Dr. Thomas Randle
Superintendent

**INTERAGENCY PROGRAM AGREEMENT BETWEEN
LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT AND
RICHMOND STATE SUPPORTED LIVING CENTER**

THIS AGREEMENT is made at the request of the Lamar Consolidated Independent School District through its Board of Trustees hereinafter referred to as the "District, and Richmond State Supported Living Center, hereinafter referred to as "State Supported Living Center".

WHEREAS, the District and State Supported Living Center recognizes the desirability of providing education and treatment programs in the least restrictive environment to school age youth residing at State Supported Living Center; and

WHEREAS, the District and the State Supported Living Center mutually recognize that the Memorandum of Agreement between the Texas Department of Mental Health and Mental Retardation and the Texas Education agency dated October 9, 1985 designates the District, at the present time, the appropriate source to supply education to these students;

NOW, THEREFORE, for and in consideration of these premises and in future consideration of the matters hereinafter set forth, the District and State Supported Living Center to hereby stipulate and agree as follows:

I.

ELIGIBILITY

To be eligible for special education services under this agreement, a student must be identified as handicapped according to the criteria developed by the Texas Education Agency and meet other state requirements for attendance and service provisions. Each eligible student must be enrolled in the District and must have an Individual Education Plan (IEP) designated by the Admission Review and Dismissal/Individual Education Plan (ARD/IEP) committee before educational services are provided.

II.

RESPONSIBILITIES OF THE STATE SUPPORTED LIVING CENTER

The State Supported Living Center agrees to:

- A. Make available to the District all referral and assessment information: current medical diagnosis and conditions, including immunizations and potential carrier status for any communicable disease; proof of birth; and copies of each student's current Individual Program Plan (IPP). Access to client records (POR) will be provided for information necessary to facilitate District instructional services.

The Individual Program Plan (IPP) is generally defined to include the following services based on need:

1. Dental services
2. Training and habilitation services
3. Food and nutrition services
4. Medical services
5. Nursing services
6. Pharmacy services
7. Physical and occupational services
8. Psychological services
9. Recreation services
10. Social services
11. Speech pathology and audiological services
12. Prior educational services

B. Designate staff member(s) to serve as liaisons for the following activities:

1. Attend the ARD/IEP Committee meetings.
2. Resolve issues that arise in the area of student need.
3. Resolve issues that arise in the areas of general State Supported Living Center and District services.

C. Provide care, active treatment, and other customary services, as deemed appropriate by the State Supported Living Center's Interdisciplinary Team and each student's Individual Program Plan (IPP), to support a student's entry and ongoing participation in an educational program by the District.

D. Provide and maintain appropriate instructional space for students the ARD determines need to be instructed on the State Supported Living Center campus, including access to students as appropriate on scheduled class days.

1. Provide classroom space and furniture for instruction of dorm bound or campus class students, at no cost to the District for the duration of the instructional schedule designated in the student's IEP.
2. When instructional space must be shared by State Supported Living Center and District personnel, provide locked cabinets for the storage of District instructional materials and equipment.
3. Provide needed housekeeping/janitorial services to District class space on dorms at the finished of each instructional day and on an emergency basis.
4. Deliver any needed linen to instructional settings on the State Supported Living Center campus.

- E. Coordinate services in the State Supported Living Center's Individual Program Plan (IPP) of active treatment with services provided in accordance with the Individual Education Plan (IEP).
- F. Communicate necessary information regarding client care and treatment daily or as needed to District staff.
- G. Provide transportation of students to and from the classroom, student's living quarters, to on-campus classes.
- H. Continue to provide services needed for care, treatment, and habilitation as determined by the IPP and which has been provided prior to the provision of education services by the District.
- I. Provide nursing services for those students that the ARD determines need instruction on the State Supported Living Center campus. For students that the ARD determines need instruction off campus in District classes, provide the following services:
 - 1. Follow the health policy of the District and State Supported Living Center when illness or infectious/communicable diseases occur.
 - 2. Provide prescribed medication with physician's orders and recommendations for any special nursing services the student may need to appropriate District nurse.
 - 3. Provide timely transportation from District campus classes back to the State Supported Living Center campus when the student is ill or in need of immediate medical care by State Supported Living Center staff.
- J. Provide meals during the instructional day for those students the ARD determines need to be served on campus in District classes.
- K. Adhere to the District student attendance policies and make every effort to avoid elective absences during school hours/days. Any situation that precludes educational services as scheduled will be resolved by the Director of Education and Training at State Supported Living Center and the campus designee of the Director of Special Education at the District.
- L. Follow all federal and state requirements governing the development and implementation of the IPP, State Supported Living Center policy, and mutually agreed upon guideline for the implementation of this Agreement.

III.

RESPONSIBILITIES OF THE DISTRICT

- A. Make available to the State Supported Living Center, educational assessments and updates, provide access to student records for information necessary to facilitate State Supported Living Center care, treatment and habilitation; and provide copies of the current/revised IEP. Utilize, to the maximum extent possible, referral and assessment information from the State Supported Living Center's records in order to avoid unnecessary duplication of services.
- B. Designate staff member(s) to serve as liaisons for the following activities:
 - 1. Attend the IPP interdisciplinary team meetings.
 - 2. Resolve issues that arise in areas of student needs.
 - 3. Resolve issues that arise in areas of District and State Supported Living Center services.
- C. Provide and/or make available instructional services, including needed speech and language therapy, to the State Supported Living Center residents ages 3 through 21 as determined by the ARD/IEP Committee in accordance with State Board of Education Rules for Special Education and federal regulations.
- D. Make available up to a six-hour instructional day in the least restrictive environment with any variation determined by the ARD/IEP Committee. Utilize a variety of instructional settings to meet student needs including District classes off State Supported Living Center campus, Center Based classes on State Supported Living Center campus, Dorm based classes on the student's dorm, and bedside instruction in the infirmary. Resolve conflicts between ARD/IEP and IDT Committee decisions through a joint committee meeting.
- E. Coordinate services of the District's Individual Education Plan (IEP) of active treatment.
- F. Communicate necessary information regarding student education daily or as needed to State Supported Living Center staff.
- G. Provide transportation for students to and from the State Supported Living Center for District classes and community Based Training.
- H. Provide the related services that the ARD deems necessary for the provision of appropriate instructional services. Services include but are not limited to direct and/or consultative services in the areas listed below:

1. Speech and Language therapy
 2. Occupational therapy
 3. Physical therapy
 4. Adaptive equipment
 5. Psychological services
 6. Diagnostic services
 7. School Health services
 8. Orientation and Mobility training
 9. Special transportation
 10. Counseling
- I. Provide nursing services for those students that the ARD determines need instruction off campus in District classes including the following:
1. Follow the health policy of the District and the State Supported Living Center when illness or infectious/communicable diseases occur.
 2. Administer prescribed medication according to physicians' orders on file and follow any special nursing procedures the student may require.
 3. Complete and forward injury reports to the State Supported Living Center.
 4. Determine when a student is ill or in need of immediate medical care by State Supported Living Center staff and notify the dorm nurse.
- J. Provide meals during the school day for students instructed off campus in District classes in accordance with special dietary needs and physician's orders. For students attending on-campus classes, provide feeding and/or supervision and dietary information when appropriate.
- K. Inform the State Supported Living Center regarding Lamar Consolidated Independent School District attendance policies. Minimize removal from instruction, enacting emergency removal only for health and safety reasons.
- L. Follow all federal and state requirements governing the development and implementation of the IEP, Lamar Consolidated Independent School District policy, and mutually agreed upon guidelines for the implementation of this agreement.

IV.

CONSULTATION BETWEEN PARTIES

It is understood that after the execution of the agreement, representatives of the District and representatives of the State Supported Living Center will meet to formulate guidelines in furtherance of the agreement. These mutually agreed upon guidelines will specify the procedures to be used to fully implement this Agreement.

V.

LIMITATIONS

It is understood that the educational program, which is the subject of this agreement, will be offered in accordance with each student's IEP and the District's school calendar designating holidays. Both parties concur that the District agrees to provide education services only under the terms in this agreement. The District assumes no responsibility for students upon dismissal from the State Supported Living Center unless the student is or becomes a resident of the District. The terms of this Agreement constitute the total agreement between the District and the State Supported Living Center.

VI.

TERM

This Agreement shall be effective beginning August 2013, upon execution by both parties, and shall continue in full force and effect until June 2014. If the agreement made in this Agreement is to be continued beyond June 2014, a new Agreement will be executed.

VII.

PROVISION FOR OTHER AGREEMENTS

It is recognized that either party may enter into other agreements and affiliations so long as these are not inconsistent with the terms and provisions of this Agreement.

VIII.

AMENDMENTS

This Agreement may be amended only by written instrument duly executed by both parties and attached to this Agreement.

IX.

BINDING ON SUCCESSORS

This Agreement shall bind and benefit the respective parties and their legal successors, but shall not otherwise be assignable, in whole or in part, by either party without first obtaining the written consent of the other party.

X.

LEGALITY

This Agreement shall be subject to all present and future valid laws, orders, rules, and regulations of The United States of America, The State of Texas, and other regulatory bodies thereof having jurisdiction.

XI.

CONFIDENTIALITY

The District and State Supported Living Center offer mutual assurance that all matters relative to the sharing of information will be treated in a confidential manner in accordance with all applicable State and Federal rules and regulations, including but not limited to the Texas Open Records Act and the Family Educational Rights and Privacy Act of 1974.

IN WITNESS WHEREOF, this Agreement has been executed on behalf of the parties hereto as follows, to-wit:

- a) It has on the ___ day of _____, 20__, been executed by a representative of Richmond State Supported Living Center duly acting upon the approval of its governing body: and
- b) It has on the ___ day of _____, 20__, been executed by a representative of Lamar Consolidated Independent School District duly acting upon the approval of the Board of Trustees of the Lamar Consolidated Independent School District.

ATTEST:

**Richmond State Supported
Living Center**

**Lamar Consolidated Independent School
District**

RSSLC Representative

Dr. Thomas Randle, Superintendent

**THE STATE OF TEXAS
COUNTY OF FORT BEND**

BEFORE ME, the undersigning authority, on this the ____ day of _____, 20 __, personally appeared _____, the Superintendent of Richmond State Supported Living Center, who after being duly sworn, on his oath deposed and stated that he signed the foregoing document for the consideration and purposes stated therein.

Notary Public in and for Fort Bend County, Texas

My commission Expires:

**THE STATE OF TEXAS
COUNTY OF FORT BEND**

BEFORE ME, the undersigning authority, on this the ____ day of _____, 20 __, personally appeared _____, the Superintendent of the Lamar Consolidated Independent School District, who after being duly sworn, on his oath deposed and stated that he signed the foregoing document for the consideration and purposes stated therein.

Notary Public in and for Fort Bend County, Texas

My commission Expires:

**CONSIDER APPROVAL OF INSTRUCTIONAL MATERIALS ALLOTMENT
AND TEKS CERTIFICATION**

RECOMMENDATION:

That the Board of Trustees consider approval of the Instructional Materials Allotment and TEKS Certification for the 2013-2014 school year.

IMPACT/RATIONALE:

The 2013-2014 Instructional Materials Allotment and TEKS Certification verify that LCISD has instructional materials covering all elements of the Essential Knowledge and Skills of the required curriculum for each grade level, except for physical education, as required in the Texas Education Code, Section 28.002.

Submitted by: Laura Lyons, Executive Director of Elementary Education
 Walter Bevers, Executive Director of Secondary Education

Recommended for approval:



Dr. Thomas Randle
Superintendent

Instructional Materials Allotment and TEKS Certification, 2013-2014

Certification:

The district superintendent, along with the president and secretary of the local board of trustees, or the officers of the governing body of the charter school, certify the following:

- 1) That the instructional materials selections transmitted via EMAT have been approved for use in our district or charter school. We understand that all instructional materials adopted by the state are appropriate for use in Texas schools.
- 2) That this district's instructional materials allotment will be used only for expenses allowed by TEC §31.0211, 82nd Texas Legislature.
- 3) That this district purchases instructional materials that will assist the district in satisfying performance standards under Texas Education Code (TEC) §39.0241, Satisfactory Performance Standards, on assessment instruments adopted under TEC §39.023(a) and (c), 82nd Texas Legislature.
- 4) That any instructional materials used by this district should collectively cover all elements of the essential knowledge and skills of the required curriculum, other than physical education for each subject and grade level.
- 5) That this district will provide the title and publication information for any instructional materials requisitioned or purchased by the district with the district's instructional materials allotment.

Certified	Grade Level
<input checked="" type="checkbox"/>	Kindergarten
<input checked="" type="checkbox"/>	Grade 1
<input checked="" type="checkbox"/>	Grade 2
<input checked="" type="checkbox"/>	Grade 3
<input checked="" type="checkbox"/>	Grade 4
<input checked="" type="checkbox"/>	Grade 5
<input checked="" type="checkbox"/>	Grade 6
<input checked="" type="checkbox"/>	Grade 7
<input checked="" type="checkbox"/>	Grade 8
<input checked="" type="checkbox"/>	Grade 9
<input checked="" type="checkbox"/>	Grade 10
<input checked="" type="checkbox"/>	Grade 11
<input checked="" type="checkbox"/>	Grade 12

Certified	Subject Area
<input checked="" type="checkbox"/>	CAREER & TECHNICAL EDUCATION (CTE)
<input checked="" type="checkbox"/>	ENGLISH LANGUAGE PROFICIENCY STANDARDS
<input checked="" type="checkbox"/>	FINE ARTS
<input checked="" type="checkbox"/>	HEALTH
<input checked="" type="checkbox"/>	LANGUAGE ARTS AND READING
<input checked="" type="checkbox"/>	LANGUAGES OTHER THAN ENGLISH
<input checked="" type="checkbox"/>	MATHEMATICS
<input checked="" type="checkbox"/>	SCIENCE
<input checked="" type="checkbox"/>	SOCIAL STUDIES AND HISTORY
<input checked="" type="checkbox"/>	TECHNOLOGY APPLICATIONS

Signature of Superintendent

Signature

Signatures of Board President and Secretary or Governing Board Officers

Board President

Board Secretary

Mail to:
 Texas Education Agency
 Instructional Materials and Educational Technology
 1701 North Congress Avenue
 Austin, TX 78701

OR Fax to: (512) 475-3612

OR Email to: instructional.materials@tea.state.tx.us

**CONSIDER APPROVAL FOR RENEWAL OF AN OPTIONAL
FLEXIBLE SCHOOL DAY PROGRAM**

RECOMMENDATION:

That the Board of Trustees approve a continuation of the Optional Flexible School Day Program (OFSDP).

IMPACT/RATIONALE:

The OFSDP program (Operation Graduation Night School) offers flexible hours and days of attendance for students in grades 9-12 who are at risk of not graduating. The goal of the program is to target students who are unable to attend school in a traditional setting. Students from any high school in the district may apply for enrollment. During the 2012-2013 school year, seventy-eight students were served with nineteen graduating (compared to twenty-nine graduating in 2012 and twelve graduating in 2011).

Students at risk for non-completion are referred to and must complete an application to the program. Existing fund sources (State Compensatory Education and Title I) have partially covered the cost of the program. Students attending the program generate Average Daily Attendance funds which offset any remaining costs in addition to the funding sources already listed.

BACKGROUND INFORMATION:

As Lamar CISD seeks to meet the academic needs of all students, it becomes necessary to implement different approaches to meet diverse needs. Economic factors or family issues sometimes prevent students from attending a traditional program. OFSDP offers the District flexibility to create an educational setting that meets the changing time constraints of some of our most at-risk secondary students.

Submitted by: Dr. Walter Bevers, Executive Director for Secondary Education
Mr. Brian Moore, Director of Research and Accountability

Recommended for approval:



Dr. Thomas Randle
Superintendent

Texas Education Agency



APPLICATION

Optional Flexible School Day Program (OFSDP)

2013-2014 School Year

ELIGIBLE APPLICANTS: The Texas Education Agency (TEA) will make available to eligible school districts and open-enrollment charter schools an application form that must be completed and submitted to the TEA for approval.

Definition of Program Provisions

Eligible Students

A student is eligible to participate in an optional flexible school day program (OFSDP) authorized under the Texas Education Code (TEC) §29.0822, if:

1. the student meets one of the following conditions:
 - the student is at risk of dropping out of school, as defined by the TEC, §29.081; or
 - the student is attending a school implementing an approved innovative campus plan; or
 - the student is attending a school with an approved early college high school program designation; or
 - the student, as a result of attendance requirements under the TEC, §25.092, will be denied credit for one or more classes in which the student has been enrolled;

and

2. the student, if less than 18 years of age and not emancipated by marriage or court order, and the student's parent, or person standing in parental relation to the student, agree in writing to the student's participation.

Assessment

The student must take the appropriate Texas Assessment of Knowledge and Skills (TAKS) tests specified under the TEC, §39.023, during the regularly scheduled assessment calendar.

Participation in University Interscholastic League (UIL)

A student enrolled in an OFSDP under the TEC, §29.0822, may participate in a competition or other activity sanctioned or conducted under the authority of the University Interscholastic League (UIL) only if he or she meets all UIL eligibility criteria.

Attendance Credit

A student attending an OFSDP under the TEC, §29.0822, may be counted in attendance for purposes of funding under the TEC, Chapters 41, 42, and 46, only for the actual number of contact hours the student receives, not to exceed 1,080 hours per 12-month period.

Public Hearings

The board of trustees of a school district or governing board of an open-enrollment charter school must hold a public hearing concerning the proposed application for an OFSDP before applying to operate an OFSDP under the TEC, §29.0822. In addition, the board of trustees of a school district or governing board of an open-enrollment charter school must hold a public hearing annually to review the performance of the OFSDP (see Appendix Two).

Continuation or Revocation of Program Authorization

Applications are approved for a period of one (1) school year. Continuation of the approval for the OFSDP will be contingent on the demonstrated success of the program. Determination of success will include a review and analysis of data provided in the mandatory final progress report(s). The commissioner of education may revoke authorization for participation in the OFSDP after consideration of relevant factors, including performance of students participating in the program on assessment instruments required under the TEC, Chapter 39; the percentage of students participating in the program who graduate from high school; and other criteria agreed to in the application and adopted by the commissioner of education. A decision to revoke approval of the program by the commissioner of education is final and may not be appealed.

Reporting Requirements

Following approval of the application, the applicant will be required to submit progress reports based on criteria selected by the applicant and agreed to by the commissioner. Reports will require applicants to disclose the overall progress of the students in the program, the number of students enrolled in the program (disaggregated by ethnicity, age, gender, and socioeconomic status), the number of students graduating from high school (disaggregated by ethnicity, age, gender, and socioeconomic status), and additional criteria selected by the applicant and agreed to by the commissioner. The TEA will provide notice to applicants and additional instructions for completion of reports at least 45 days before the date a report is due, or as soon as possible, in order to give school districts and charter schools adequate time to prepare and submit the reports to the TEA. The TEA may request additional reports as necessary to monitor and assess progress of students participating in the program.

Provisions of Agreement

Article I - Parties to Agreement

This agreement is entered into by and between the Texas Education Agency, an agency of the State of Texas, hereinafter referred to as the "TEA," and

Lamar Consolidated Independent School District

(Legal Name of School District or Open-Enrollment Charter School)

located at

3911 Avenue I, Rosenberg, TX 77471

(Physical Address)

hereinafter referred to as "district."

Article II - Period of Agreement

The period of the agreement, for a maximum of one school year unless terminated or as otherwise provided for in this agreement and in statute or rule, is the period beginning September 1, 2013 (Month, Day, Year) and ending August 31, 2014 (Month, Day, Year).

Please note that the agreement term is subject to annual renewal.

Article III - Purpose of Agreement

The district must perform all of the functions and duties set out in the agreement, the authorizing program statute, and applicable regulations.

Article IV - Reporting Requirements

The district will be required to submit progress reports based on criteria selected by the applicant and agreed to by the commissioner. The TEA may request additional reports as necessary to monitor and assess progress of students participating in the program.

Article V - General and Special Provisions to the Agreement

Attached hereto and made a part hereof by reference is each of the provisions indicated below with an "X" beside it:

- Appendix One, Assurances
- Appendix Two, Public Hearings
- Appendix Three, Narrative Description of Proposed Program
- Appendix Four, Contact Sheet
- Attachment, Copy of articulation agreement between district and university/college if one or more participating campuses have an Early College High School Program designation

Article VI - Application Process

For questions or assistance regarding this application, please contact Kim Wall by telephone at (512) 463-4809 or by email at kim.wall@tea.state.tx.us. Submit the completed application to:

Texas Education Agency
Attn: School Finance – OFSDP
1701 North Congress Avenue
Austin, TX 78701-1494

Article VII - Agreement

AGREED and accepted on behalf of the school district or open-enrollment charter school to be effective on the earliest date written above by a person authorized to bind the district.

Typed Name Dr. Thomas Randle


Authorized Signature _____

Typed Title Superintendent

Participating Campuses

Attach additional list, if required.

District Number	District Name	Eligibility Designation	
079901	Lamar CISD	A = At-Risk Students E = Early College HS I = Innovative Campus Redesign C= Credit Recovery	Estimated Number of Participating Students
079901001	Lamar Consolidated High School	A	35
079901002	B.F. Terry High School	A	20
079901003	Foster High School	A	20
079901009	George Ranch High School	A	10

This section reserved for TEA use only	
I, an authorized official of the Texas Education Agency, hereby certify that this application is in compliance with the authorizing program statute and applicable regulations and authorize the services to be performed as written above. AGREED and accepted on behalf of the agency this ____ day of _____, _____, by a person authorized to bind the TEA.	
	Authorizing TEA Official

Appendix One Assurances

The definition of terms of the application applies to this Appendix One, Assurances. The school district or open-enrollment charter school hereinafter called "district" does hereby certify and agree to the following conditions of the agreement. PAGE LIMIT: SUBMIT NO ADDITIONAL PAGES FOR APPENDIX ONE. ALL INFORMATION REQUESTED MUST BE INCLUDED WITH THIS FORM.

The district agrees to enroll only eligible students to participate in an OFSDP authorized under this application. A student is eligible to participate in an OFSDP authorized under the TEC, §29.0822, if:

1. the student meets one of the following conditions:
 - the student is at risk of dropping out of school, as defined by the TEC, §29.081; or
 - the student is attending a school implementing an approved innovative campus plan; or
 - the student is attending a school with an approved early college high school program designation; or
 - the student, as a result of attendance requirements under the TEC, §25.092, will be denied credit for one or more classes in which the student has been enrolled;

and

2. the student, if less than 18 years of age and not emancipated by marriage or court order, and the student's parent, or person standing in parental relation to the student, agree in writing to the student's participation.

The district agrees:

1. to administer mandatory assessment instruments during the regular assessment cycle to students enrolled in OFSDPs;
2. All instructional materials and facilities must be comparable to or exceed the required standards for students in similar programs;
3. that the students participating in an OFSDP will not be isolated from other academic and vocational programs of the school district and that all students will have access to school counselors for pre- and post-entry counseling, academic or personal counseling, and career counseling;
4. to provide knowledgeable, highly qualified instructors and staff for the program;
5. to adopt a policy that does not penalize students participating in an OFSDP in accordance with the 90% rule (TEC, §25.092[a]) or the 75% to 90% rule for class credit (TEC, §25.092[a-1]);
6. to adopt a policy to require students to attend regularly scheduled instruction for the OFSDP with penalties for nonattendance including filing truancy charges, if appropriate;
7. to comply with all reporting requirements established by the TEA;
8. not to discriminate based on disability, race, color, national origin, religion, or sex; and
9. to prohibit a student participating in an OFSDP from participating in a competition or other activity sanctioned or conducted under the authority of the UIL unless the student meets all UIL eligibility requirements.

AGREED and accepted on behalf of the school district or open-enrollment charter school by a person authorized to bind the district.

Ms. Julie Thompson, Board President, LCISD, 832-223-0000

Name, Title, and Telephone Number of School Board President

Signature of School Board President

Date

Dr. Thomas Randle, Superintendent, LCISD, 832-223-0110

Name, Title, and Telephone Number of District Superintendent or Charter School Chief Operations Officer

Signature of Person Authorized to Bind the District or Charter School

Date

Appendix Two Public Hearings

The definition of terms of the application applies to this Appendix Two, Public Hearings. The school district or open-enrollment charter school hereinafter called "district" does hereby certify and agree to the following conditions of the agreement. PAGE LIMIT: SUBMIT NO ADDITIONAL PAGES FOR APPENDIX TWO. ALL INFORMATION REQUESTED MUST BE INCLUDED WITH THIS FORM.

1. The board of trustees of the school district or the governing board of the open-enrollment charter school agrees to hold a public hearing concerning the proposed application for an OFSDP.
2. The board of trustees of the school district or the governing board of the open-enrollment charter school agrees to hold a public hearing annually to review the performance of the program proposed under this application.

The pre-application public hearing was conducted on:

Month:	July
Day:	18
Year:	2013
Time:	7:00
Location:	3911 Avenue I, 77471

NOTE: The applicant will be required to include a copy of the posting of this public hearing in the final progress report.

AGREED and accepted on behalf of the school district or open-enrollment charter school by a person authorized to bind the district.

Dr. Thomas Randle, Superintendent, LCISD, 832-223-0110

Name, Title, and Telephone Number of District Superintendent or Charter School Chief Operations Officer

Signature of Person Authorized to Bind the District

Date

Appendix Three Narrative Description of Proposed Program

The definition of terms of the application applies to this Appendix Three, Narrative Description of Proposed Program. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement.

Appendix Three describes the school district or charter school proposed OFSDP.

On 8 ½ x 11 inch paper, provide a concise description of the:

- program goals and objectives;
- proposed schedule offered to students participating in the OFSDP;
- staff positions and resource personnel (teachers, administrators, counselors, support staff, etc.) associated with the program. Include the contact hours the position and resource will be obligated to the program;
- qualification standards established for each staff and resource position;
- local procedures for identifying students, including how the school confirms and documents student eligibility;
- procedures for obtaining student and parental consent for participation in the OFSDP;
- process that will be implemented to maintain records of student eligibility, consent, and attendance;
- procedure the district will establish to ensure all students enrolled in the OFSDP are administered the required assessment instruments in the timeline established by the TEA; and
- criteria selected to report the progress of students participating in the OFSDP.

Appendix Four Contact Sheet

The definition of terms of the application applies to this Appendix Four, Contact Sheet. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement:

PAGE LIMIT: SUBMIT NO ADDITIONAL PAGES FOR APPENDIX FOUR, CONTACT SHEET. ALL INFORMATION REQUESTED MUST BE INCLUDED WITH THIS FORM.

District Contact for the Application

Contact Name:	Brian D. Moore
District Superintendent or Charter School Chief Operations Officer:	Dr. Thomas Randle
Mailing Address:	3911 Ave. I
City, State, Zip Code:	Rosenberg, TX 77471
Telephone Number:	832-223-0139
Alternate Telephone Number:	832-223-0136
Fax Number:	832-223-0510
Email Address:	bmoore@lcisd.org

Contact Name:	Dr. Walter Bevers
Email Address:	jbevers@lcisd.org

Contact Name:	Randal Donnell
Email Address:	rdonnell@lcisd.org

Contact Name:	
Email Address:	

NOTE: The majority of the contact for the approved OFSDP is done via email. Please make sure that a valid email address or valid email addresses are submitted on this form. More than one email address may be submitted. Please provide the full name(s) of the person or persons who are the email contact(s) to ensure that the TEA has accurate information.

Appendix Three: Narrative Description of Proposed Program

Program Goals:

- Provide students with quality opportunities to participate in and complete the educational process toward high school graduation.
- Promote student success through alternative instructional methodology and mentorship.
- Provide students with instruction in the skills necessary to become successful, integral members of the community we service.

Proposed Instructional Schedule:

This program expands 16-21 Place (the District's current Alternative Educational Program) with the inclusion of an evening component (from 4:30 p.m. to 8:30 p.m. Monday through Thursday evenings) and a Saturday component (from 8:00 a.m. to 12:00 noon) during the district's current instructional calendar and summer school instructional periods. Student schedules are customized to best meet individual needs -- thus affording students the ability to attend a traditional five day schedule or a modified schedule that meets their home or work demands.

Staff Positions and Resources Pledged:

One administrator (20 hours per week @ \$35 per hour)

A minimum of four teaching positions (20 hours per week @ \$25 per hour)

One counselor (16 hours per week @ \$25 per hour)

One paraprofessional (20 hours per week @ \$13 per hour or overtime, as appropriate)

Curriculum resources, technology, and miscellaneous supply needs

Qualification Standards:

Program instructional staff will meet all district hiring standards for certification and highly qualified requirements. The administrator may either be fully certified or an administrative intern working under the supervision of a building administrator.

Local Procedures for Identification:

Students will be identified and referred by high school campuses as at-risk of not graduating within their four or five year cohorts. Additionally, students returning to school to complete their high school diploma program will be referred to the program. Once identified and referred, students will complete application for acceptance into the program.

Process for Obtaining Consent for Participation:

The application entry process includes a student and parent contract acknowledging expectations for all parties and consent for program participation as signed by the parent or guardian.

Process to Maintain Records of Student Eligibility, Consent, and Attendance:

The program will follow the standard accounting procedures for eligibility and attendance, including logging time on task electronically. Cumulative folders will be maintained on all students participating in the program containing all pertinent records.

**Procedure for the Administration of Required Assessment within the TEA-
Established Timeline**

The program will administer all state mandated assessments within the timelines and framework established by the state testing calendar through procedures as defined in the annual DCCM for normal campus operations. Waivers to the published state testing calendar are not anticipated as necessary.

Criteria for Evaluation of the Program:

The program will consistently evaluate the current status of students entered in the program, and identify progress in the participants graduation plans, coursework completion, attendance, discipline, and other standard measures as defined by the District. The program will provide the Agency, Superintendent of Schools, and the Board of Trustees an annual report of the program's progress each summer.

CONSIDER RATIFICATION OF FINANCIAL AND INVESTMENT REPORTS

RECOMMENDATION:

That the Board of Trustees ratify the Financial and Investment Reports as presented.

PROGRAM DESCRIPTION:

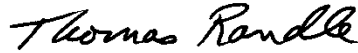
Financial reporting is intended to provide information useful for many purposes. The reporting function helps fulfill government’s duty to be publicly accountable, as well as to help satisfy the needs of users who rely on the reports as an important source of information for decision-making.

Financial reports and statements are end products of the reporting process. You will find attached the following reports:

- Ratification of June 2013 Disbursements, all funds
 - List of disbursements for the month by type of expenditure
- Financial Reports
 - Year-to-Date Cash Receipts and Expenditures, General Fund only
 - Investment Report

Submitted by: Jill Ludwig, Chief Financial Officer

Recommended for ratification:


Dr. Thomas Randle
Superintendent

SCHEDULE OF JUNE 2013 DISBURSEMENTS

IMPACT/RATIONALE:

All disbursements made by the Accounting Department are submitted to the Board of Trustees for ratification on a monthly basis. Disbursements made during the month of June total \$17,531,102 and are shown below by category:

<u>3-Digit Object</u>	<u>Description</u>	<u>Disbursements</u>
611/612	Salaries and Wages, All Personnel	11,805,179
614	Employee Benefits	353,808
621	Professional Services	152,665
624	Contracted Maintenance and Repair Services	385,105
625	Utilities	134,410
626	Rentals and Operating Leases	168,985
629	Miscellaneous Contracted Services	378,123
631	Supplies and Materials for Maintenance and Operations	220,641
632	Textbooks and Other Reading Materials	99,621
633	Testing Materials	7,448
634	Food Service	138,711
639	General Supplies and Materials	538,211
641	Travel and Subsistence -- Employee and Student	70,792
642	Insurance and Bonding Costs	32,773
649	Miscellaneous Operating Costs/Fees and Dues	584,434
661	Land Purchase and/or Improvements	495
662	Building Purchase, Construction, and/or Improvements	1,228,127
663	Furniture & Equipment - \$5,000 or more per unit cost	1,160,541
129	Misc. Receivable/Alternative Certification Fees	2,000
131	Inventory Purchases	61,669
217	Operating Transfers, Loans and Reimbursements	179
573/575/592	Miscellaneous Refunds/Reimbursements to Campuses	7,185
Total		17,531,102

PROGRAM DESCRIPTION:


The report above represents all expenditures made during the month of June 2013 including purchasing card transactions from the previous month. The detailed check information is available upon request.

Submitted by,



Michele Reynolds,
Director of Finance

Recommended for approval:



Dr. Thomas Randle
Superintendent

**LAMAR CONSOLIDATED I.S.D.
GENERAL FUND
YEAR TO DATE CASH RECEIPTS AND EXPENDITURES
(BUDGET AND ACTUAL)
AS OF JUNE 30, 2013**

CASH RECEIPTS	AMENDED BUDGET	ACTUAL	BUDGET VARIANCE	PERCENT ACTUAL/ BUDGET
5700-LOCAL REVENUES	109,259,243.00	109,060,521.00	(198,722.00)	99.8%
5800-STATE PROGRAM REVENUES	72,193,252.00	52,045,014.00	(20,148,238.00)	72.1%
5900-FEDERAL PROGRAM REVENUES	2,155,000.00	2,089,503.00	(65,497.00)	97.0%
TOTAL- REVENUES	183,607,495.00	163,195,038.00	(20,412,457.00)	88.9%
EXPENDITURES				
6100-PAYROLL COSTS	153,998,515.00	121,247,788.00	32,750,727.00	78.7%
6200-PROFESSIONAL/CONTRACTED SVCS.	13,687,681.00	8,453,902.00	5,233,779.00	61.8%
6300-SUPPLIES AND MATERIALS	8,598,843.00	5,593,240.00	3,005,603.00	65.0%
6400-OTHER OPERATING EXPENDITURES	8,817,700.00	7,201,855.00	1,615,845.00	81.7%
6600-CAPITAL OUTLAY	1,272,263.00	934,412.00	337,851.00	0.0%
TOTAL-EXPENDITURES	186,375,002.00	143,431,197.00	42,943,805.00	77.0%

**Lamar CISD
Local Investment Pools
as of June 30, 2013**

ACCOUNT NAME	BEGINNING BALANCE	TOTAL DEPOSIT	TOTAL WITHDRAWAL	TOTAL INTEREST	MONTH END BALANCE
TexPool accounts are as follows:					
Food Service	3,195,679.19	600,000.00	0.00	173.56	3,795,852.75
General Account	71,965,683.79	2,350,400.00	13,544,823.67	3,183.81	60,774,443.93
Capital Projects Series 2004	8.51	0.00	0.00	0.00	8.51
Health Insurance	3,399,258.71	788,305.92	2,650,000.00	112.12	1,537,676.75
Debt Service Series 2004	39.42	0.00	0.00	0.00	39.42
Workmen's Comp	761,520.97	31,517.75	20,000.00	36.90	773,075.62
Property Tax	6,687,831.85	1,109,765.42	0.00	349.22	7,797,946.49
Vending Contract Sponsor	474,937.32	0.00	0.00	22.49	474,959.81
Deferred Compensation	2.55	0.00	0.00	0.00	2.55
Debt Service Series 2005	118.91	0.00	0.00	0.00	118.91
Debt Service Series 2007	925,064.09	0.00	0.00	43.81	925,107.90
Capital Projects Series 2005	666,937.36	0.00	0.00	31.59	666,968.95
Student Activity Funds	53,220.75	0.00	400.00	2.60	52,823.35
Taylor Ray Donation Account	12,357.69	0.00	0.00	0.60	12,358.29
Capital Projects Series 2007	3.63	0.00	0.00	0.00	3.63
Common Threads Donation	53,184.71	0.00	0.00	2.55	53,187.26
Debt Service Series 2008	2,071,113.89	0.00	0.00	98.06	2,071,211.95
Powell Point Series 2003	16,904.86	0.00	0.00	0.84	16,905.70
Capital Projects 2012A	22,032,617.54	0.00	0.00	1,043.79	22,033,661.33
Debt Service 2012A	1,798,530.30	0.00	0.00	85.25	1,798,615.55
Debt Service 2012B	608,238.71	0.00	0.00	28.81	608,267.52

Lone Star Investment Pool Government Overnight Fund

Capital Projects Fund	5,015.33	0.00	0.00	0.25	5,015.58
Workers' Comp	720,055.38	0.00	0.00	36.40	720,091.78
Property Tax Fund	32,123.87	0.00	0.00	1.62	32,125.49
General Fund	2,585,000.14	0.00	0.00	130.66	2,585,130.80
Food Service Fund	90,389.96	0.00	0.00	4.57	90,394.53
Debt Service Series 1996	0.01	0.00	0.00	0.00	0.01
Capital Project Series 1998	699.86	0.00	0.00	0.04	699.90
Debt Service Series 1990	0.04	0.00	0.00	0.00	0.04
Debt Service Series 1999	143,579.11	0.00	0.00	7.26	143,586.37
Capital Project Series 1999	0.01	0.00	0.00	0.00	0.01
Capital Projects 2007	383.63	0.00	0.00	0.02	383.65
Capital Projects 2008	36,800.68	0.00	0.00	1.86	36,802.54
Capital Projects 2012A	22,032,816.61	0.00	0.00	1,113.67	22,033,930.28

MBIA Texas CLASS Fund

General Account	15,319,073.19	0.00	0.00	1,952.45	15,321,025.64
Capital Project Series 1998	904.36	0.00	0.00	0.00	904.36
Capital Projects Series 2007	1.00	0.00	0.00	0.00	1.00
Debt Service Series 2007	1.00	0.00	0.00	0.00	1.00
Capital Projects Series 2012A	11,027,799.02	0.00	0.00	1,405.54	11,029,204.56

TEXSTAR

Capital Projects Series 2007	742.60	0.00	0.00	0.01	742.61
Debt Service Series 2008	3,008,276.25	0.00	0.00	151.93	3,008,428.18
Capital Projects Series 2008	8,295,912.51	0.00	52,627.62	417.80	8,243,702.69
Debt Service Series 2012A	6,009,893.72	0.00	0.00	303.51	6,010,197.23
Debt Service Series 2012B	4,769.65	0.00	0.00	0.27	4,769.92
Capital Projects Series 2012A	5,708,333.86	0.00	2,420,193.21	239.00	3,288,379.65

TEXAS TERM/DAILY Fund

Capital Projects Series 2007	2,238,402.03	0.00	0.00	100.78	2,238,502.81
Capital Projects Series 2008	140.54	0.00	0.00	0.01	140.55
Capital Projects Series 2012A	16,522,207.76	0.00	0.00	743.87	16,522,951.63

ACCOUNT TYPE	AVG. RATE OF RETURN	CURRENT MONTH EARNINGS
TEXPOOL ACCOUNT INTEREST	0.06	\$5,216.00
LONE STAR ACCOUNT INTEREST	0.06	\$1,296.35
MBIA TEXAS CLASS ACCOUNT INTEREST	0.16	\$3,357.99
TEXSTAR ACCOUNT INTEREST	0.06	\$1,112.52
TEXAS TERM/DAILY ACCOUNT INTEREST	0.05	\$844.66
TOTAL CURRENT MONTH EARNINGS		\$11,827.52
EARNINGS 9-01-12 THRU 5-31-13		\$208,220.53
TOTAL CURRENT SCHOOL YEAR EARNINGS		\$220,048.05

CONSIDER APPROVAL OF BUDGET AMENDMENT REQUESTS

RECOMMENDATION:

That the Board of Trustees consider approval of budget amendment requests as attached.

IMPACT/RATIONALE:

The proposed amendments represent budget amendments that **require school board approval** because budgeted funds are being reallocated between functional categories and/or new budgets are being established.

PROGRAM DESCRIPTION:

Budget amendments are mandated by the state for budgeted funds reallocated from one functional 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 amendments are for legal compliance. Other budget amendments are determined by the school board.

Since the operating budget for LCISD is adopted at the functional level, budget revisions are required for reallocations between functional levels or when new budgets are being established. All necessary budget amendments must be formally adopted by the school board and recorded in the board minutes. (TEA Financial Accountability System Resource Guide, Financial Accounting & Reporting, Update 14.0)

Submitted by: Jill Ludwig, Chief Financial Officer
Resource: Yvonne Dawson, Budget and Treasury Officer

Recommended for approval:



Dr. Thomas Randle
Superintendent

Taylor Ray Elementary is requesting a budget change to purchase instructional materials.

199-13	Curriculum and Instr. Staff Development	(1,485.00)
199-11	Classroom Instruction	1,485.00

Briscoe Junior High is requesting a budget change to purchase student desks.

199-13	Curriculum and Instr. Staff Development	(7,236.00)
199-11	Classroom Instruction	7,236.00

George Ranch High School is requesting two budget changes:

The first budget change is to pay registration fees for AP teachers to attend training at Rice University.

199-36	Cocurricular/Extracurricular Activities	(1,599.00)
199-13	Curriculum and Instr. Staff Development	1,599.00

The second budget change is to cover travel expenses for counselors to attend the Texas Association College Admissions Counseling Conference.

199-36	Cocurricular/Extracurricular Activities	(1,100.00)
199-31	Guidance & Counseling Services	1,100.00

The CATE department is requesting a budget change to pay for repairs and renovations of CATE classroom at Lamar Junior High.

199-11	Classroom Instruction	(2,400.00)
199-51	Plant Maintenance & Operations	2,400.00

The Athletic department is requesting a budget change to have the pool at the Natatorium plastered.

199-51	Plant Maintenance & Operations	(5,000.00)
199-61	Community Services	(45,000.00)
199-81	Facilities Acquisition & Construction	50,000.00

The Business Office is requesting a budget change to purchase replacement equipment for campus kitchens.

240-35	Food Service	325,000.00
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CONSIDER APPROVAL OF LAMAR CISD INVESTMENT POLICY

RECOMMENDATION:

That the Board of Trustees review and approve the District's investment policy to comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A).

IMPACT/RATIONALE:

Policies CDA (LEGAL) and CDA (LOCAL) follow for your review.

The Public Funds Investment Act requires that the investment policy and investment strategies of the District be reviewed annually. For compliance with the Act, the Board shall adopt a written instrument stating that it has reviewed the investment policy and investment strategies. The written instrument so adopted shall record any changes made to either the investment policy or investment strategies. The attached resolution shall serve as that written instrument. There have been no changes to either of the Policies or the investment strategies.

Submitted by: Jill Ludwig, CPA, RTSBA, Chief Financial Officer
Yvonne Dawson, RTSBA, Budget & Treasury Officer
Michele Reynolds, CPA, Director of Finance

Recommended for approval:



Dr. Thomas Randle
Superintendent

LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

RESOLUTION OF ANNUAL REVIEW OF THE INVESTMENT POLICY OF Lamar Consolidated Independent School District

WHEREAS, Lamar Consolidated ISD, (the “district”) has been legally created and operates pursuant to the general laws of the State of Texas applicable to Independent School Districts; and

Whereas, the Board of Trustees has convened on this date at a meeting open to the public and wishes to review the Investment Policy for the District, in the form attached hereto, pursuant to Chapter 2256, The Texas Government Code, as amended from time to time; Now, therefore,

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE (Lamar Consolidated independent School District) THAT:

Section 1: The Investment Policy, in the form attached hereto is hereby reviewed and approved at its annual review.

Section 2: The provisions of this resolution shall be effective as of the date reviewed and shall remain in effect until modified by action of the Board of Trustees.

PASSED AND APPROVED this 18th day of July 2013.

Julie Thompson
President, Board of Trustees

ATTEST:

Frank Torres
Secretary, Board of Trustees

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

All investments made by the District shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules or regulations. *Gov't Code 2256.026*

WRITTEN POLICIES

Investments shall be made in accordance with written policies approved by the Board. The investment policies must primarily emphasize safety of principal and liquidity and must address investment diversification, yield, and maturity and the quality and capability of investment management. The policies must include:

1. A list of the types of authorized investments in which the District's funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the District;
3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;
4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see LOSS OF REQUIRED RATING, below].

Gov't Code 2256.005(b)

ANNUAL REVIEW

The Board shall review its investment policy and investment strategies not less than annually. The Board shall adopt a written instrument stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Gov't Code 2256.005(e)*

ANNUAL AUDIT

The District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies. The compliance audit shall be performed in conjunction with the annual financial audit. *Gov't Code 2256.005(m)*

INVESTMENT
STRATEGIES

As part of the investment policy, the Board shall adopt a separate written investment strategy for each of the funds or group of funds under the Board's control. Each investment strategy must describe

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

the investment objectives for the particular fund under the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the District;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the investment needs to be liquidated before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

Gov't Code 2256.005(d)

INVESTMENT
OFFICER

The District shall designate one or more officers or employees as investment officer(s) to be responsible for the investment of its funds. If the District has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the contracting Board's District. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances that a prudent person would exercise in the management of the person's own affairs, but the Board retains the ultimate responsibility as fiduciaries of the assets of the District. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the investing entity. Authority granted to a person to invest the District's funds is effective until rescinded by the District or until termination of the person's employment by the District, or for an investment management firm, until the expiration of the contract with the District. *Gov't Code 2256.005(f)*

A District or investment officer may use the District's employees or the services of a contractor of the District to aid the investment officer in the execution of the officer's duties under Government Code, Chapter 2256. *Gov't Code 2256.003(c)*

INVESTMENT
TRAINING
INITIAL

Within 12 months after taking office or assuming duties, the treasurer or chief financial officer and the investment officer of the District shall attend at least one training session from an independent source approved either by the Board or by a designated investment committee advising the investment officer. This initial training must contain at least ten hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. *Gov't Code 2256.008(a)*

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

ONGOING

The treasurer or chief financial officer and the investment officer must also attend an investment training session not less than once in a two-year period that begins on the first day of the District's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than ten hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the Board or a designated investment committee advising the investment officer. If the District has contracted with another investing entity to invest the District's funds, this training requirement may be satisfied by having a Board officer attend four hours of appropriate instruction in a two-year period that begins on the first day of the District's fiscal year and consists of the two consecutive fiscal years after that date. *Gov't Code 2256.008(a)-(b)*

Investment training shall include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Government Code, Chapter 2256. *Gov't Code 2256.008(c)*

STANDARD OF
CARE

Investments shall be made with judgment and care, under prevailing circumstances that a person of prudence, discretion, and intelligence would exercise in the management of his or her own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investments shall be governed by the following objectives in order of priority:

1. Preservation and safety of principal;
2. Liquidity; and
3. Yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the following shall be taken into consideration:

1. The investment of all funds, rather than the prudence of a single investment, over which the officer had responsibility.
2. Whether the investment decision was consistent with the Board's written investment policy.

Gov't Code 2256.006

PERSONAL
INTEREST

A District investment officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the District shall file a statement disclosing that personal business interest. An investment officer who is relat-

ed within the second degree by affinity or consanguinity, as determined by Government Code Chapter 573, to an individual seeking to sell an investment to the investment officer's District shall file a statement disclosing that relationship. A required statement must be filed with the Board and with the Texas Ethics Commission. For purposes of this policy, an investment officer has a personal business relationship with a business organization if:

1. The investment officer owns ten percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. Funds received by the investment officer from the business organization exceed ten percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

Gov't Code 2256.005(i)

QUARTERLY
REPORTS

Not less than quarterly, the investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the Public Funds Investment Act. This report shall be presented to the Board and the Superintendent not less than quarterly, within a reasonable time after the end of the period. The report must:

1. Contain a detailed description of the investment position of the District on the date of the report.
2. Be prepared jointly and signed by all District investment officers.
3. Contain a summary statement for each pooled fund group (i.e., each internally created fund in which one or more accounts are combined for investing purposes) that states the:
 - a. Beginning market value for the reporting period;
 - b. Ending market value for the period; and
 - c. Fully accrued interest for the reporting period.
4. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested.
5. State the maturity date of each separately invested asset that has a maturity date.

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

6. State the account or fund or pooled group fund in the District for which each individual investment was acquired.
7. State the compliance of the investment portfolio of the District as it relates to the District's investment strategy expressed in the District's investment policy and relevant provisions of Government Code, Chapter 2256.

If the District invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the Board by that auditor.

Gov't Code 2256.023

SELECTION OF
BROKER

The Board or a designated investment committee, shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District. *Gov't Code 2256.025*

AUTHORIZED
INVESTMENTS

The Board may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with its adopted investment policies and according to the standard of care set out in this policy. Investments may be made directly by the Board or by a nonprofit corporation acting on behalf of the Board or an investment pool acting on behalf of two or more local governments, state agencies, or a combination of the two. *Gov't Code 2256.003(a)*

In the exercise of these powers, the Board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made for such purpose may not be for a term longer than two years. A renewal or extension of the contract must be made by the Board by order, ordinance, or resolution. *Gov't Code 2256.003(b)*

The following investments are authorized:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities; direct obligations of the state of Texas or its agencies and instrumentalities; collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States; other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed

by the full faith and credit of, the state of Texas, the United States, or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States; obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent; and bonds issued, assumed, or guaranteed by the state of Israel. *Gov't Code 2256.009(a)*

The following investments are not authorized:

- a. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- b. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- c. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years.
- d. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Gov't Code 2256.009(b)

2. Certificates of deposit or share certificates issued by a depository institution that has its main office or a branch office in Texas that is guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor and is secured by obligations described in item 1 above, including mortgage-backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates (but excluding those mortgage-backed securities described in Section 2256.009[b]) or secured in any other manner and amount provided by law for the deposits of the investing entity. *Gov't Code 2256.010(a)*

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment under Government Code 2256.010:

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

- a. The funds are invested by the District through a broker that has its main office or a branch office in this state and is selected from a list adopted by the District as required by Government Code 2256.025, or a depository institution that has its main office or a branch office in this state and that is selected by the District;
- b. The broker or depository institution selected by the District arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the District;
- c. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
- d. The District appoints the depository institution selected by the District, an entity described by Government Code 2257.041(d), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the District with respect to the certificates of deposit issued for the account of the District entity.

Gov't Code 2256.010(b)

The investment policies may provide that bids for certificates of deposit be solicited orally, in writing, electronically, or in any combination of those methods. *Gov't Code 2256.005(c)*

3. Fully collateralized repurchase agreements that have a defined termination date; are secured by a combination of cash and obligations of the United States or its agencies and instrumentalities; require the securities being purchased by the District or cash held by the District to be pledged to the District, held in the District's name, and deposited with the District or a third party selected and approved by the District, and are placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas. The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by the District under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement. *Gov't Code 2256.011*

4. A securities lending program if:
 - a. The value of securities loaned is not less than 100 percent collateralized, including accrued income, and the loan allows for termination at any time;
 - b. The loan is secured by:
 - (1) Pledged securities described by Government Code 2256.009;
 - (2) Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
 - (3) Cash invested in accordance with Government Code 2256.009, 2256.013, 2256.014, or 2256.016;
 - c. The terms of the loan require that the securities being held as collateral be pledged to the investing entity, held in the investing entity's name, and deposited at the time the investment is made with the entity or with a third party selected by or approved by the investing entity; and
 - d. The loan is placed through a primary government securities dealer or a financial institution doing business in this state.

An agreement to lend securities under a securities lending program must have a term of one year or less.

Gov't Code 2256.0115

5. Banker's acceptance, with a stated maturity of 270 days or fewer from the date of issuance that will be liquidated in full at maturity, which is eligible for collateral for borrowing from a Federal Reserve Bank, and is accepted by a bank meeting the requirements of Government Code 2256.012(4). *Gov't Code 2256.012*
6. Commercial paper that has a stated maturity of 270 days or fewer from the date of issuance and is rated not less than A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies or by one nationally recognized credit rating agency provided the commercial paper is fully secured by an irrevocable letter of credit issued by a bank organized and existing under United States law or the law of any state. *Gov't Code 2256.013*

7. No-load money market mutual funds that:
 - a. Are registered with and regulated by the Securities and Exchange Commission;
 - b. Provide the District with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.);
 - c. Have a dollar-weighted average stated maturity of 90 days or fewer; and
 - d. Include in their investment objectives the maintenance of a stable net asset value of \$1 for each share.

However, investments in no-load money market mutual funds shall be limited to the percentages authorized by Government Code 2256.014(c).

8. No-load mutual funds that:
 - a. Are registered with the Securities and Exchange Commission;
 - b. Have an average weighted maturity of less than two years;
 - c. Are invested exclusively in obligations approved by Government Code Chapter 2256, Subchapter A, regarding authorized investments (Public Funds Investment Act);
 - d. Are continuously rated by at least one nationally recognized investment rating firm of not less than AAA or its equivalent; and
 - e. Conform to the requirements in Government Code 2256.016(b) and (c) relating to the eligibility of investment pools to receive and invest funds of investing entities.

Investments in no-load mutual funds shall be limited to the percentages authorized by Government Code 2256.014(c). In addition, the District may not invest any portion of bond proceeds, reserves, and funds held for debt service, in no-load mutual funds described in this item.

Gov't Code 2256.014

9. A guaranteed investment contract, as an investment vehicle for bond proceeds, if the guaranteed investment contract:

- a. Has a defined termination date.
- b. Is secured by obligations described by Government Code 2256.009(a)(1), excluding those obligations described by Section 2256.009(b), in an amount at least equal to the amount of bond proceeds invested under the contract.
- c. Is pledged to the District and deposited with the District or with a third party selected and approved by the District.

Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested in a guaranteed investment contract with a term longer than five years from the date of issuance of the bonds.

To be eligible as an authorized investment:

- a. The Board must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds.
- b. The District must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received.
- c. The District must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received.
- d. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested.
- e. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

Gov't Code 2256.015

10. A public funds investment pool meeting the requirements of Government Code 2256.016 and 2256.019, if the Board authorizes the investment in the particular pool by resolution.
Gov't Code 2256.016, .019
11. "Corporate bond" means a senior secured debt obligation issued by a domestic business entity and rated not lower than "AA-" or the equivalent by a nationally recognized investment

rating firm. The term does not include a debt obligation that on conversion would result in the holder becoming a stockholder or shareholder in the entity, or any affiliate or subsidiary of the entity, that issued the debt obligation, or is an unsecured debt obligation. *Gov't Code 2256.0204(a)*

A district that qualifies as an issuer as defined by Government Code 1371.001 [see CCF] may purchase, sell, and invest its funds and funds under its control in corporate bonds that, at the time of purchase, are rated by a nationally recognized investment rating firm "AA-" or the equivalent and have a stated final maturity that is not later than the third anniversary of the date the corporate bonds were purchased. *Gov't Code 2256.0204(b)-(c)*

The District is not authorized to:

- a. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds, reserves, and other funds held for the payment of debt service, in corporate bonds; or
- b. Invest more than 25 percent of the funds invested in corporate bonds in any one domestic business entity, including subsidiaries and affiliates of the entity.

Gov't Code 2256.0204(d)

The District may purchase, sell, and invest its funds and funds under its control in corporate bonds if the Board:

- a. Amends its investment policy to authorize corporate bonds as an eligible investment;
- b. Adopts procedures to provide for monitoring rating changes in corporate bonds acquired with public funds, and liquidating the investment in corporate bonds; and
- c. Identifies the funds eligible to be invested in corporate bonds.

Gov't Code 2256.0204(e)

The District investment officer, acting on behalf of the District, shall sell corporate bonds in which the District has invested its funds not later than the seventh day after the date a nationally recognized investment rating firm:

- a. Issues a release that places the corporate bonds or the domestic business entity that issued the corporate bonds on negative credit watch or the equivalent, if the corpo-

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rate bonds are rated "AA-" or the equivalent at the time the release is issued; or

- b. Changes the rating on the corporate bonds to a rating lower than "AA-" or the equivalent.

Gov't Code 2256.0204(f)

Corporate bonds are not an eligible investment for a public funds investment pool. *Gov't Code 2256.0204(g)*

CHANGE IN LAW

The District is not required to liquidate investments that were authorized investments at the time of purchase. *Gov't Code 2256.017*

LOSS OF REQUIRED RATING

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have the minimum rating. The District shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. *Gov't Code 2256.021*

SELLERS OF INVESTMENTS

A written copy of the investment policy shall be presented to any person offering to engage in an investment transaction with the District or to an investment management firm under contract with the District to invest or manage the District's investment portfolio. For purposes of this section, a business organization includes investment pools and an investment management firm under contract with the District to invest or manage the District's investment portfolio. The qualified representative of the business organization offering to engage in an investment transaction with the District shall execute a written instrument in a form acceptable to the District and the business organization substantially to the effect that the business organization has:

1. Received and thoroughly reviewed the District investment policy; and
2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the District and the organization that are not authorized by the District's policy, except to the extent that this authorization is dependent on an analysis of the makeup of the District's entire portfolio or requires an interpretation of subjective investment standards.

The investment officer may not acquire or otherwise obtain any authorized investment described in the District's investment policy

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from a person who has not delivered to the District the instrument described above.

Gov't Code 2256.005(k)-(l)

DONATIONS

A gift, devise, or bequest made to provide college scholarships for District graduates may be invested by the Board as provided in Property Code 117.004, unless otherwise specifically provided by the terms of the gift, devise, or bequest. *Education Code 45.107*

Investments donated to the District for a particular purpose or under terms of use specified by the donor are not subject to the requirements of Government Code Chapter 2256, Subchapter A. *Gov't Code 2256.004(b)*

ELECTRONIC FUNDS
TRANSFER

The District may use electronic means to transfer or invest all funds collected or controlled by the District. *Gov't Code 2256.051*

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POLICY	It is the policy of the District to invest public funds in a manner that ensures the safety of invested funds, maintains sufficient liquidity to provide for the daily needs of the District, and achieves maximum yield in relation to the risk assumed. Safety of invested principal, however, remains highest in priority.
INVESTMENT AUTHORITY	The chief financial officer, the budget and treasury officer, and the director of finance shall serve as the investment officers of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures.
SCOPE	This investment policy applies to all financial assets of the District. These funds are accounted for in the District's comprehensive annual financial report and include:
GENERAL FUND	The general fund usually includes transactions as a result of revenues from local maintenance taxes, Foundation School Program entitlements, and other locally generated sources.
SPECIAL REVENUE FUNDS	Special revenue funds are governmental funds used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
DEBT SERVICE FUNDS	A debt service fund is a governmental fund, with budgetary control, that must be used to account for general long-term debt principal and interest for debt issues and other long-term debts for which a tax has been dedicated.
CAPITAL PROJECTS FUNDS	A capital projects fund is a governmental fund that must be used to account, on a project basis, for projects financed by the proceeds from bond issues, or for capital projects otherwise mandated to be accounted for in this fund.
INTERNAL SERVICE FUNDS	Internal service funds are proprietary funds accounted for on the accrual basis.
TRUST AND AGENCY FUNDS	This group of funds is used to account for assets held by a school district in a trustee capacity of the District, or as an agent for individuals, private organizations, other governmental units and/or other funds. This fund type consists of expendable trust funds, nonexpendable trust funds, pension trust funds and agency funds.
TEXAS TEACHER RETIREMENT FUND	The Texas Teacher Retirement Fund shall not be covered by this policy. All employees of the District employed for one-half or more of the standard work load, and who are not exempted from membership under Government Code, Section 822.002, are required to participate in the Teacher Retirement System of Texas, a multiple-

employer public employee retirement system. It is a cost-sharing public employee retirement system with one exception—all risks and costs are not shared by the District, but are the liability of the state of Texas, and as such, all investments are maintained by the Teacher Retirement System.

OBJECTIVES

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

SAFETY

1. Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
 - a. The District will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer, by:
 - (1) Limiting investments to the types of securities listed in this investment policy;
 - (2) Pre-qualifying the financial institutions, brokers/dealers, and advisors with which the District will do business in accordance with this policy; and
 - (3) Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.
 - b. To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.

The District shall monitor interest rate risk using weighted average maturity and specific identification.

LIQUIDITY

2. The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in money market mutual funds or local government investment pools that offer same-day liquidity for short-term funds.

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YIELD

3. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:
 - a. A security with declining credit may be sold early to minimize loss of principal.
 - b. A security swap would improve the quality, yield, or target duration in the portfolio.
 - c. Liquidity needs of the portfolio require that the security be sold.

FUND STRATEGIES

Appropriate investment strategies shall be developed by fund category. The strategies must define the investment objectives for each fund type, with priority consideration being given to the suitability of the investment for the type of funds being invested, the preservation and safety of principal, liquidity, marketability, diversification, and yield. Investments shall be made in accordance with these objectives, and the maximum allowable stated maturity for any individual security may exceed one year provided legal limits are not exceeded.

The District shall have a similar investment strategy for each of the following covered funds:

1. General fund.
2. Special revenue fund(s)—including funds used to account for federal, state, and local grants, as well as the food service fund and the campus activity fund.
3. Debt service fund(s).
4. Capital project fund(s).
5. Proprietary fund(s)—including the funds used to account for the workers' compensation and medical self-insurance programs.
6. Trust and agency funds-including the student activity fund.

The District shall follow the investment strategies listed below (in order of importance) for each covered fund:

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1. Each investment option shall be reviewed to ensure understanding of the suitability of the investment to the financial requirements of the District;
2. Investments shall be selected that provide preservation and safety of invested funds;
3. Investment strategies for all covered funds shall have as their objective sufficient investment liquidity to timely meet obligations. Maturities longer than one year are authorized provided legal limits are not exceeded;
4. The investment shall be marketable if the need arises to liquidate invested funds before maturity;
5. The investment type shall be consistent with the Board's desired diversification of the investment portfolio; and
6. All invested funds of the District shall attain a rate of return commensurate with the District's investment risk constraints and the cash flow characteristics of the portfolio.

The District shall diversify its investments in all funds by security type and institution. The District shall consider purchase of high quality short-term to medium-term securities that will complement each other in a laddered or liability-matching portfolio structure.

PRUDENCE

Investments shall be made with judgment and care—under circumstances then prevailing which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

In determining whether an investment official has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the investment of all funds over which the official had responsibility rather than consideration as to the prudence of a single investment and, whether the investment decision was consistent with the District’s investment policy and written investment procedures.

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ETHICS AND
CONFLICTS OF
INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Officers and employees involved in the investment process shall sign annual statements agreeing to abide by this section of the investment policy and affirming no known conflicts of interest.

An officer or employee involved in the investment process has a personal business relationship with a business organization if:

1. The officer or employee owns ten percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. Funds received by the officer or employee from the business organization exceed ten percent of his/her gross income for the previous year;
3. The officer or employee has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for his/her personal account; or
4. The officer is related within the second degree by affinity or consanguinity, as determined under Chapter 573 of the Texas Government Code, to an individual seeking to transact investment business with the entity.

If the investment officer has a personal business relationship with a business organization, a disclosure statement must be filed with the Texas Ethics Commission.

AUTHORIZED
INVESTMENTS

From those investments authorized by law and described in CDA(LEGAL), the Board shall permit investment of District funds in the following investment types only, consistent with the strategies and maturities defined in this policy:

1. Obligations of the United States or its agencies and instrumentalities; direct obligations of the state of Texas or its agencies; other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of the state of Texas, the United States, or its instrumentalities; including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States; obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to in-

vestment quality by a nationally recognized investment rating firm not less than A or its equivalent. *Gov't Code 2256.009*

2. Certificates of deposit or share certificates issued by a depository institution that has its main office or a branch office in Texas that is guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor and is secured by obligations described in item 1 above, including mortgage-backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates or are secured in any other manner and amount provided by law for the deposits of the investment entity. *Gov't Code 2256.010*

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment under Government Code 2256.010:

- a. The funds are invested by the District through a broker that has its main office or a branch office in this state and is selected from a list adopted by the District as required by Government Code 2256.025, or a depository institution that has its main office or a branch office in this state and that is selected by the District;
- b. The broker or depository institution selected by the District arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the District;
- c. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
- d. The District appoints the depository institution selected by the District, an entity described by Government Code 2257.041(d), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the District with respect to the certificates of deposit issued for the account of the District entity.

Gov't Code 2256.010(b)

3. Fully collateralized repurchase agreements that have a defined termination date, are secured by a combination of cash and obligations of the United States or its agencies and in-

strumentalities, require the securities being purchased by the District or cash held by the District to be pledged to the District, held in the District's name, and deposited with a third party selected and approved by the investment committee, and placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in the State of Texas. *Gov't Code 2256.011*

The District shall have a master repurchase agreement signed with the bank or dealer with whom all repurchase agreements are traded.

4. Commercial paper that has a stated maturity of 270 days or fewer from the date of issuance and is rated not less than A1-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies or by one nationally recognized credit rating agency provided the commercial paper is fully secured by an irrevocable letter of credit issued by a bank organized and existing under U.S. law or the law of any state; and to the extent that commercial paper is held through an investment pool and not as an individual issue through the District. *Gov't Code 2256.013.*
5. No-load money market mutual funds that are regulated by the Securities and Exchange Commission, and have a dollar-weighted average stated maturity of 90 days or fewer, are invested exclusively in obligations described by items 1–4 above, and include in their investment objectives the maintenance of a stable net asset value of \$1 for each share. Investments in mutual funds shall be limited to the percentages authorized by Government Code 2256.014(c). *Gov't Code 2256.014.*
6. A public funds investment pool meeting the requirements of Government Code 2256.016, are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, and are authorized by resolution or ordinance by the Board. In addition, a local government investment pool created to function as a money market mutual fund must mark its portfolio to the market daily and, to the extent reasonably possible, stabilize at \$1 net asset value. *Gov't Code 2256.016.*
7. Guaranteed investment contracts that have a defined termination date and are secured by obligations described by Government Code 2256.09(a)(1), excluding those obligations described by Government Code 2256.09(b), in an amount at least equal to the amount of bond proceeds invested under the contract; such obligations must be pledged to the District

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and held in the District's name with an approved third party.
Gov't Code 2256.015.

Corporate bonds are not an eligible investment for a public funds investment pool. *Gov't Code 2256.0204(g)*

AUTHORIZED
BROKERS / DEALERS

The investment officers will maintain a list of financial institutions, approved by the investment committee, who are authorized to provide investment services. In addition, a list will also be maintained of approved security brokers/dealers selected by credit-worthiness who are authorized to provide investment services in the state of Texas. These may include primary dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule).

All financial institutions and brokers/dealers who desire to become qualified bidders for investment transactions must supply the investment officers with the following:

1. Audited financial statements
2. Proof of Financial Industry Regulatory Authority (FINRA) certification
3. Trading resolution
4. Proof of registration in the state of Texas
5. Completed broker/dealer questionnaire
6. Certification of having read the District's investment policy

This information will be reviewed by the investment officers and a recommendation for addition to the list of approved bidders will be submitted to the investment committee for approval.

A periodic review, at least annually, of the financial condition and registration of new qualified bidders will be conducted by the investment committee. Recommendations will be provided for consideration by the Board as necessary.

MONITORING MARKET
PRICES

The investment officers shall keep the Board informed of significant declines in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, commercial or investment banks, financial advisors, and representatives/advisors of investment pools or money market funds. Monitoring shall be done monthly or more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

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MONITORING RATING
CHANGES

In accordance with Government Code 2256.005(b), the investment officers shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

SELECTION OF
DEPOSITORY

The Board shall select and designate a depository institution in accordance with CDA(LEGAL) and (LOCAL). The depository shall be selected based upon its solvency and stability of leadership as well as on the services provided. The depository shall be selected through a formalized bidding process in response to the District's request for bid (RFB) outlining all services required. Such services should provide the greatest flexibility for money management and should include online account management, positive pay accounts, purchasing card capabilities, and other services considered necessary by District management.

The District shall have the discretion to determine the time span for rebidding the depository contract; however, a three-year period will be the maximum length of time between bidding.

COMPETITIVE
BIDDING

It is the strategy of the District to require competitive bidding for all individual security purchases and sales except for:

1. Transactions with money market mutual funds and local government investment pools (which are deemed to be made at prevailing market rates);
2. Treasury and agency securities purchased at issue through an approved broker/dealer or financial institution; or
3. Automatic overnight "sweep" transactions with the District Depository.

At least three bids or offers must be solicited for all other transactions involving individual securities. The District's investment advisor is also required to solicit at least three bids or offers when transacting trades on the District's behalf. In situations where other dealers do not offer the exact security being offered, offers on the closest comparable investment may be used to establish a fair market price for the security.

COLLATERAL

The investment officers shall ensure that all District funds (principal and accrued interest) are fully collateralized to 110 percent or insured in one or more of the following manners:

1. FDIC insurance coverage; and/or
2. 110 percent of the uninsured value in obligations of the United States or its agencies or instrumentalities or other authorized securities as outlined in item 4 below.

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3. All pledged securities shall be held in safekeeping by the District, in a custodial account approved by the District in a third party financial institution, or with a Federal Reserve Bank. The third party custodian shall be required to issue safekeeping receipts directly to the District and to provide a monthly listing of each specific security, rate, description, maturity, CUSIP number, and other information as may be deemed necessary and appropriate by the District. In order to anticipate market changes and provide a level of additional security for all funds, the collateralization level required shall be 110 percent of the market value. The bank shall be liable for pricing securities and providing 110 percent collateralization.
4. Pledged securities shall be limited to only those items which are specifically permitted as approved investment instruments within the definitions of this policy. Should a pledged security fail to meet this requirement, it shall be the sole responsibility of the financial institution to immediately, without notice from the District or cost to the District, replace any such nonconforming security.

SAFEKEEPING AND
CUSTODY

Safekeeping and custody of securities and collateral shall be in accordance with state law. It shall be the District's intent to place securities and collateral in the possession of a third party custodian designated by the District where feasible, and held in the District's name as evidenced by safekeeping receipts of the institution with which the securities are deposited.

All investment transactions except investment pool funds and mutual funds will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. That is, funds shall not be wired or paid until verification has been made that the Trustee received the securities or collateral.

DIVERSIFICATION

The District shall diversify its investments by security type and institution. The asset mix of the District's portfolio is expressed in terms of maximum commitment so as to allow sufficient flexibility to take advantage of market considerations within the context of this policy. The asset mix requirements are as follows:

Money Market Accounts	60% (maximum)
Certificates of Deposit	25% (maximum)
U.S. Treasury Obligations	100% (maximum)
U.S. Government Securities	100% (maximum)
Repurchase Agreements	15% (maximum)
Public Funds Investment Pools	100% (maximum)

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Commercial Paper	25% (maximum)
Guaranteed Investment Contracts	60% (maximum)

MAXIMUM MATURITY

To the extent possible, the District shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the District shall not directly invest in securities maturing more than 36 months from the date of purchase. However, securities with a maturity of greater than 12 months shall not exceed ten percent of the total portfolio, and shall be approved by the Board before purchase.

Bond proceeds and debt service funds may be invested in securities exceeding 12 months if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

ARBITRAGE

The Tax Reform Act of 1986 provided limitations restricting the amount of income that could be generated from the investment of tax-exempt General Obligation Bond proceeds and debt service income. The arbitrage rebate provisions require that the District compute earnings on investment from each issue of bonds on an annual basis to determine if a rebate is required. To determine the District's arbitrage position, the District is required to perform specific calculations relative to the actual yield earned on the investment of the funds and the yield that could have been earned if the funds had been invested at a rate equal to the yield on the bonds sold by the District. The rebate provision states that periodically (not less than once every five years, and not later than 60 days after the maturity of the bonds), the District is required to pay the U.S. Treasury a rebate of excess earnings based on the District being in a positive arbitrage position. The Tax Reform restrictions require precision in the monitoring and recording of investments as a whole, and particularly as relates to yields and computations so as to ensure compliance. Failure to comply can dictate that the bonds become taxable, retroactively from the date of issue.

The District's investment position relative to arbitrage is the continued pursuit of maximizing the yield on applicable investments while ensuring the safety of capital and liquidity. It is a fiscally sound position to continue maximization of yield and rebate excess earnings, if necessary.

BENCHMARK

The District's investment strategy is a passive one, in that the majority of securities shall be purchased and held to maturity. Additionally, cash inflows and outflows shall be monitored daily. Given this strategy, the basis used by the investment officers to determine whether market yields are being achieved shall be the Two-Year U.S. Treasury Bill and the average Fed Funds rate.

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

INTERNAL CONTROL	The investment portfolio, as well as compliance with this policy, shall be reviewed quarterly by the investment committee and annually by the District's external auditor in conjunction with the annual audit of the District's financial statements.
INVESTMENT COMMITTEE	The investment committee shall review the investment strategies annually and make recommendations for revision as necessary. The investment committee includes, but is not limited to, the Superintendent, the chief financial officer, the director of finance, the budget and treasury officer, the financial advisor, Board financial audit committee (nonvoting), and up to two investment bankers.
QUALITY OF INVESTMENT MANAGEMENT	Designated investment officers of the District shall participate in periodic training through courses and seminars offered by professional organizations, associations, and other independent sources approved by the investment committee to ensure the quality and capability of investment management in compliance with the Public Funds Investment Act.
INVESTMENT TRAINING	<p>Within 12 months after taking office or assuming duties, designated investment officers of the District shall attend at least one training session from an independent source approved either by the Board or by the investment committee advising the investment officers. This initial training must contain at least ten hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. <i>Gov't Code 2256.008(a)</i></p> <p>The investment officers must also attend an investment training session not less than once in a two-year period that begins on the first day of the District's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than ten hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the Board or the investment committee advising the investment officers. If the District has contracted with another investing entity to invest the District's funds, this training requirement may be satisfied by having a Board officer attend four hours of appropriate instruction in a two-year period that begins on the first day of the District's fiscal year and consists of the two consecutive fiscal years after that date. <i>Gov't Code 2256.008(a), (b)</i></p> <p>Investment training shall include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Government Code, Chapter 2256. <i>Gov't Code 2256.008(c)</i></p>
REPORTING	Investment performance shall be regularly monitored by investment staff and reported to the Board. Month-end market prices on each security will be obtained by the Budget and Treasury Officer

OTHER REVENUES
INVESTMENTS

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(LOCAL)

from a variety of nationally recognized securities databases (e.g., the Wall Street Journal, Bloomberg, etc.). These prices will be recorded in the District's portfolio database and included in all management reports where necessary as well as the District's Comprehensive Annual Financial Report.

Not less than quarterly the investment officers will submit to the Board a written report of the status of the current investment portfolio. The report must meet the requirements of Chapter 2256 of the Government Code (Public Funds Investment Act) and:

1. Describe in detail the investment position of the District on the date of the report;
2. Be prepared jointly by all investment officers of the District;
3. Be signed by each investment officer of the District;
4. Contain a summary statement for each pooled fund group that states the beginning market value for the period and the ending market value for the period;
5. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and type of fund, and type of institution;
6. Percent of portfolio by type of asset, fund, and institution will be provided;
7. State the maturity date of each separately invested asset that has a maturity date;
8. State the account or fund or pooled fund group for which each individual investment was acquired; and
9. State the compliance of the investment portfolio as it relates to the investment strategy and relevant provisions of this policy and the Public Funds Investment Act.

An independent auditor shall formally review the quarterly reports prepared under this section at least annually, and that auditor shall report the results of the review to the Board.

ANNUAL
COMPLIANCE
AUDIT

In conjunction with the annual financial audit, a compliance audit shall be performed that includes an audit of management controls on investments and adherence to the District's established policy.

INVESTMENT POLICY
APPROVAL

The District's investment policy shall be adopted by resolution of the Board. The policy shall be reviewed annually and approved by the Board.

CONSIDER APPROVAL OF CAFETERIA MEAL PRICE INCREASES FOR 2013-2014

RECOMMENDATION:

That the Board of Trustees approve increasing meal prices for the 2013-14 school year.

IMPACT/RATIONALE:

Meal Prices:

Student meal prices were last adjusted in 2011-12. In compliance with the “Equity in School Lunch Pricing” Provision of the Healthy, Hunger-Free Kids Act of 2010, pricing must be gradually increased in order to reduce the difference between reimbursement amount received for free lunches and the amount charged for paid lunches.

PROGRAM DESCRIPTION:

The following table includes historic meal prices. The proposed price changes have been highlighted.

		Lunch					Breakfast				
		PK-5	6-8	9-12	Adult	Visitor	PK-5	6-8	9-12	Adult	Visitor
	1988-89	\$ 1.30	\$ 1.30	\$ 1.40	\$ 1.75	\$ 2.00	\$ 0.80	\$ 0.80	\$ 0.80	\$ 0.90	\$ 1.00
	1989-90	\$ 1.40	\$ 1.40	\$ 1.50	\$ 1.85	\$ 2.10	\$ 0.90	\$ 0.90	\$ 0.90	\$ 1.10	\$ 1.10
	2005-06	\$ 1.40	\$ 1.50	\$ 1.50	\$ 2.00	\$ 2.10	\$ 0.90	\$ 0.90	\$ 0.90	\$ 1.20	\$ 1.20
	2008-09	\$ 1.55	\$ 1.65	\$ 1.75	\$ 2.25	\$ 2.25	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.20	\$ 1.20
	2011-12	\$ 1.70	\$ 1.70	\$ 1.80	\$ 2.35	\$ 2.35	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.40	\$ 1.40
Proposed	2013-14	\$ 1.80	\$ 1.80	\$ 1.90	\$ 2.75	\$ 3.00	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.40	\$ 1.40

Submitted by: Matt Antignolo, Director of Food Service
Jill Ludwig, CPA, RTSBA, Chief Financial Officer

Recommended for approval:

Thomas Randle

Dr. Thomas Randle
Superintendent

CONSIDER APPROVAL OF DONATIONS TO THE DISTRICT

RECOMMEDATION:

That the Board of Trustees approve donations to the district.

IMPACT/RATIONALE:

Policy CDC (Local) states that the Board of Trustees must approve any donation with a value in excess of \$2,500.

PROGRAM DESCRIPTION:

Campbell Activity Fund donated \$9,514.51 as a partial payment for lumen projector with scissor lift for the gym at Campbell Elementary School.

Wertheimer PTA donated \$2,625 to purchase five Dell Latitude 3330 laptops for Wertheimer Middle School.

Recommended for approval:



Dr. Thomas Randle
Superintendent

**CONSIDER APPROVAL OF STUDENT AND ATHLETIC INSURANCE
COVERAGE FOR LAMAR CISD**

RECOMMENDATION:

That the Board of Trustees approve renewal of the District's 2013-2014 student and athletic activity coverage following the request for proposal process which is currently in progress.

IMPACT/RATIONALE:

This recommendation is based on the benefits provided to the student participants, the area physicians available in the program and the premium cost to the District.

PROGRAM DESCRIPTION:

This insurance provides coverage to students injured in District University Interscholastic League (UIL) activities. Parents can also purchase voluntary coverage for activities outside of the District.

The District initiated the process for procuring proposals through advertisements and emails after being notified that there would be a 9.4% increase in the blanket coverage increasing the premium amount from \$145,390 to \$159,000. In order to comply with legalities of advertising guidelines the proposals will be opened on July 15, 2013. Information regarding the final results of the Request For Proposal will be submitted to the Board as an addendum for the July 18, 2013 Board Meeting.

Submitted by: Kathleen Bowen Ed.D, Executive Director of Human Resources
Robert Reim, Consultant, Robert V. Reim Company
Trudy Harris, Assistant Director of Employee Services/Risk Mgmt.

Recommended for approval:



Dr. Thomas Randle
Superintendent

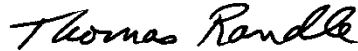
CONSIDER APPOINTMENT OF BOARD COMMITTEE

The board currently has six standing committees: Policy Review, Financial Audit, Facilities, Attendance Boundary, Information Technology, and Government Affairs. The board would like to discuss and take action on a Student Support Services Committee.

Lamar Consolidated Independent School District provides a number of programs and personnel identified to provide support services to the students and community of LCISD. Attached is background information on the current programming and services provided within the District.

Submitted by: Dr. Walter Bevers, Executive Director of Secondary Education
Laura Lyons, Executive Director of Elementary Education

Recommended for ratification:


Dr. Thomas Randle
Superintendent

Lamar Consolidated Independent School District Student Support Services

Lamar Consolidated Independent School District provides a number of programs and personnel identified to provide support services to the students and community of LCISD. As the Board looks to create a standing committee to review Student Support Services in the District, Administration is providing the Board with background information on the current programming and services provided within the District. Currently, the District provides:

- 1 Director of Student Support Services who coordinates district programming on bullying, homelessness, crisis team, counselors, and campus nurses
 - 1 Counselor in each elementary and middle school
 - 2 Counselors at each junior high
 - 4 Counselors at each high school
 - 3 itinerant social workers in the District that provide services to every school
 - 6 itinerant special education counselors who provide counseling to students in special education
 - 6 LSSPs who provide counseling to students who with severe emotional issues as well as testing students for potential services
 - 1 certified BCBA (Board Certified Behavior Analyst) who works with staff to assist with student behavior planning.
 - 1 social worker in Community Relations that runs our Common Threads program as well as serves as the liaison for PTOs/PTAs
 - 1 Truancy Administrator that attends to truancy and dropout issues
 - 1 College and Career Facilitator at every high school whose focus is to ensure all students seek and receive college and career funding.
 - 1 Crisis Team of volunteer school counselors who respond to school emergencies (i.e. student death)
 - 1 school nurse at every campus except Special Sites
 - Response to Intervention (RtI) programming in place at each campus to respond to academic and behavioral student needs
 - Partnership with Fort Bend Regional Council to provide additional counselors for drug and alcohol abuse counseling.
 - Campus partnerships with Anti-Defamation League to develop “No Place for Hate” campuses, a safe, anti-bullying environment for learning and social activities
 - Partnership with Memorial Hermann Hospital system to provide on-site school based clinics at Terry High School and Lamar High School serving all schools within the blue and red tracts. These clinics each have a Nurse Practitioner, Social Worker and Nutritionist. In addition, there is a dentist that provides services to each clinic several times per year.
-
- Partnership with Crisis Intervention of Houston, funded in part by the George Foundation, to provide counseling services in the event of a school or district wide crisis- i.e. student death.
 - Built-in advisory periods at the secondary campuses each day to plan and implement programming to meet student needs on a per campus basis.
 - Training and informational videos for use in classrooms and campus-wide on various topics including child abuse, bullying, appropriate electronic media use, etc.

Funding for Support Services come from a variety of sources including State Compensatory Education (SCE), Federal Funding including Title I and Special Education, Directly Awarded Grants from the private sector, and local funding.

**CONSIDER APPROVAL OF NEW PDAS APPRAISERS FOR
TEACHING STAFF, 2013-2014 SCHOOL YEAR**

RECOMMENDATION:

That the Board of Trustees approve the 2013-2014 Professional Development Appraisal System (PDAS) appraiser(s) who have recently become certified or are new to Lamar Consolidated Independent School District.

IMPACT/RATIONALE:

Rules adopted by the State Board of Education indicate that the local district Board of Trustees must approve appraisers other than the teacher's supervisor.

PROGRAM DESCRIPTION:

Listed below are staff members who are new to LCISD or have recently become certified as PDAS appraisers for the 2013-2014 school year.

Bertha Alvarez
Risa Crosby
Sandra Glenn
Keith Williams

Submitted by: Dr. Kathleen M. Bowen, Executive Director of Human Resources
Courtney Beard, Personnel Specialist

Recommended for approval:

Thomas Randle

Dr. Thomas Randle
Superintendent

CONSIDER APPROVAL OF WATERFORD SOFTWARE PURCHASE

RECOMMENDATION:

That the Board of Trustees approve the purchase of additional licenses for Waterford Early Reading, Math and Science for Adolphus Elementary from NCS Pearson in the amount of \$25,796.

IMPACT/ RATIONALE:

The purchase of Waterford was approved by the board and purchased for all elementary campuses in August 2012. This purchase will be funded with 2011 bond technology funds, as was the purchase for all campuses in August 2012.

PROGRAM DESCRIPTION:

Waterford Early Learning is an adaptive technology supplemental software program, aligned to the TEKS, which provides explicit and systematic instruction, review, and practice on foundational reading, math, and science content. The use of the Waterford Early Reading program began in the district in 1998. Waterford Early Learning meets the needs of our early learners PK-2 by using highly engaging multimedia songs, game-like practices and assessments to provide remediation and intervention on targeted learning objectives.

Submitted by: David Jacobson, Chief Technology Information Officer
Laura Lyons, Executive Director of Elementary Education

Recommended for approval:



Dr. Thomas Randle
Superintendent

Implementation Proposal Lamar ISD/Adolphus

10 L123 Waterford Full Curriculum Licenses

Quotation Summary

Quote Date 7/9/2013
 Quote Expires 10/7/2013 (90 Days From Quote Date)
 Quote Prepared For David Jacobson/Jennifer Zebold
 School District Name Lamar ISD/Adolphus
 No. of Schools Quoted 1

Account Executive Lisa Gonzales
 Office Phone No. 832-586-6364
 Fax No. 832-213-4259
 E-mail Address lisa.gonzales@pearson.com

Waterford Product Pricing Details

Type of Purchase Initial Purchase **Version** 5.0
 Type of Configuration Server
 Type of Licensing Per Station

Customer Classification Public School without PreK
 No. of Classrooms _____
 No. Stations Purchased _____

Quantity	Item Description	Unit Cost	Extended Cost
SOFTWARE			
10	Waterford Full Curriculum (Reading, Math, and Literacy) - Levels 123 concurrent license	\$ 2,310.00	\$ 23,100.00
1	Waterford Early Learning Interactive Whiteboard Lessons - Phonological Awareness <i>The Phonological Awareness Interactive Whiteboard Lessons Series provides teachers with engaging activities to develop students' awareness of the sounds in spoken language.</i>	\$ 499.00	\$ 499.00
1	Waterford Early Learning Interactive Whiteboard Lessons - Phonological Awareness (with DVD) <i>The Phonological Awareness Interactive Whiteboard Lessons Series provides teachers with engaging activities to develop students' awareness of the sounds in spoken language. Includes installation DVD.</i>	\$ 524.00	\$ 524.00
1	Waterford Early Learning Interactive Whiteboard Lessons - Reading Comprehension <i>The Reading Comprehension Interactive Whiteboard Lessons Series provides teachers with engaging activities to develop students' ability to make meaning out of written text.</i>	\$ 799.00	\$ 799.00
1	Waterford Early Learning Interactive Whiteboard Lessons - Reading Comprehension (with DVD) <i>The Reading Comprehension Interactive Whiteboard Lessons Series provides teachers with engaging activities to develop students' ability to make meaning out of written text. Includes installation DVD.</i>	\$ 824.00	\$ 824.00
Software Subtotal			\$ 25,746.00
Waterford Product Total			\$ 25,746.00

Important Product Notes

Proposal Includes: 10 L123 Waterford Full Curriculum Licenses, Waterford Interactive Whiteboard Lessons for Phonological Awareness and Reading Comprehension.

Please submit PO for \$25,796.00 to:
 Fax: 832-213-4259
 email: fieldoperations@pearson.com

NCS Pearson
 3075 W Ray Rd, Mail Stop 220
 Chandler, AZ 85226
 Phone: (888) 977-7900

Shipping and Handling	\$ 50.00
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TOTAL COST OF IMPLEMENTATION	\$ 25,796.00
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This is a price quotation for customer's convenience only and not an offer to contract. All quotations are subject to review and final acceptance by a duly authorized representative of Pearson at its offices. Not responsible for typographical or other errors. Pearson's standard licensing terms and conditions will apply to any order.

All pricing in this quotation is exclusive of any applicable sales, use or other similar taxes or duties. The customer is responsible for any such taxes or duties that may apply; if the customer is tax-exempt, evidence of such tax exemption must be provided.

**INFORMATION ITEM: FREEZING OF NEW INTRA-DISTRICT/INTER-DISTRICT
TRANSFER REQUESTS TO BOWIE, HUBENAK, RAY, THOMAS, AND TRAVIS
ELEMENTARY SCHOOLS**

A freeze has been placed for new intra-district/inter-district transfer requests at the following schools for the 2013-2014 school year: Bowie, Hubenak, Ray, Thomas, and Travis Elementary Schools. It is noted that the freeze on the intra-district/inter-district transfers would not include: (1) Students who are currently transferred into a school; (2) siblings of students currently transferred into a school; or (3) children of district employees. The exception being if the elementary level enrollment exceeds the 22-1 average capacity at individual grade levels that would require the hiring of additional staff. Principals would examine the number of transfer students. The transfer may have to be rescinded. In these cases, the parents would be notified immediately.

Resource Person: Laura Lyons, Executive Director of Elementary Education

INFORMATION ITEM: QUARTERLY ACADEMIC UPDATE

During the Board/Superintendent team planning session, the Board asked the Superintendent to develop a set of key indicators from the district improvement plan for quarterly reports to the Board. The purpose of the quarterly report is to keep the focus of the Board, the administration, and the district on student performance. This workshop will focus on academic challenges and the effort of the district to meet the highest expectations of the state accountability system.

Resource Person: Dr. Thomas Randle, Superintendent

**INFORMATION ITEM: STATE OF TEXAS ASSESSMENTS OF ACADEMIC READINESS
(STAAR) RESULTS -- SPRING 2013**

The below numbers represent the preliminary results for all students tested and do not represent the final STAAR results used for state and federal accountability. STAAR results for the new designated groups – All Students, Asian, African-American, Hispanic, White, Two or More Races, Economically Disadvantaged, Limited English Proficient, and Special Education – are provided in this report for the district, individual campuses, and courses currently assessed.

As Texas schools transition to the State of Texas Assessments of Academic Readiness (STAAR) and the STAAR End of Course tests, the results below reflect the percent of students that have met the Level II, Phase-In 1 standard. These students are considered by the Texas Education Agency as 'sufficiently prepared' for the next course or grade level. Standards for the STAAR assessments will be completely phased-in by the spring of 2016.

Section I – District versus State Results for STAAR Grades 3-8

2013 State v. LCISD STAAR Reading Performance by Grade and Student Group												
	3rd		4th		5th		6th		7th		8th	
	State	LCISD	State	LCISD	State	LCISD	State	LCISD	State	LCISD	State	LCISD
All Students	79%	84%	72%	77%	87%	92%	71%	80%	77%	87%	89%	91%
Asian	90%	95%	88%	91%	93%	96%	88%	90%	91%	99%	94%	99%
African-American	69%	83%	60%	72%	81%	91%	63%	79%	71%	87%	85%	90%
Hispanic	74%	77%	65%	69%	83%	88%	63%	72%	71%	81%	85%	88%
White	89%	93%	85%	91%	94%	98%	85%	89%	88%	94%	95%	96%
Two or More Races	86%	92%	81%	81%	92%	97%	82%	84%	86%	90%	95%	94%
Econ Disadv	71%	76%	62%	66%	82%	87%	61%	70%	69%	81%	84%	88%
Current LEP	68%	76%	53%	66%	72%	85%	32%	58%	38%	62%	55%	62%
SPED	59%	71%	46%	57%	66%	85%	34%	53%	38%	60%	59%	72%

2013 State v. LCISD STAAR Math Performance by Grade and Student Group												
	3rd		4th		5th		6th		7th		8th	
	State	LCISD	State	LCISD	State	LCISD	State	LCISD	State	LCISD	State	LCISD
All Students	69%	79%	68%	78%	87%	93%	74%	82%	71%	79%	86%	87%
Asian	92%	96%	92%	93%	98%	96%	94%	91%	94%	96%	97%	95%
African-American	51%	74%	52%	67%	77%	90%	61%	79%	58%	74%	78%	85%
Hispanic	66%	74%	64%	71%	85%	90%	69%	76%	66%	72%	83%	85%
White	80%	88%	79%	91%	93%	97%	85%	92%	83%	91%	92%	93%
Two or More Races	75%	84%	74%	85%	91%	100%	81%	84%	78%	86%	91%	85%
Econ Disadv	61%	71%	60%	68%	83%	90%	66%	74%	64%	70%	81%	84%
Current LEP	66%	78%	60%	73%	79%	92%	52%	65%	49%	56%	71%	72%
SPED	46%	64%	41%	56%	65%	85%	38%	61%	37%	50%	64%	65%

2013 State v. LCISD STAAR Science Performance by Grade and Student Group				
	5th		8th	
	State	LCISD	State	LCISD
All Students	73%	79%	75%	81%
Asian	90%	94%	93%	97%
African-American	58%	74%	63%	75%
Hispanic	67%	72%	68%	74%
White	85%	89%	86%	92%
Two or More Races	82%	79%	84%	100%
Econ Disadv	65%	70%	66%	72%
Current LEP	54%	70%	43%	56%
SPED	44%	58%	36%	54%

2013 State v. LCISD STAAR Social Studies Performance by Grade and Student Group		
	8th	
	State	LCISD
All Students	63%	71%
Asian	89%	91%
African-American	55%	65%
Hispanic	55%	60%
White	76%	87%
Two or More Races	75%	93%
Econ Disadv	52%	58%
Current LEP	28%	33%
SPED	28%	49%

2013 State v. LCISD STAAR Writing Performance by Grade and Student Group				
	4th		7th	
	State	LCISD	State	LCISD
All Students	71%	76%	70%	82%
Asian	89%	94%	90%	97%
African-American	62%	72%	63%	83%
Hispanic	65%	66%	63%	75%
White	80%	90%	81%	90%
Two or More Races	78%	88%	79%	79%
Econ Disadv	62%	65%	61%	75%
Current LEP	54%	63%	30%	48%
SPED	38%	49%	26%	57%

Section II – District versus State Results for STAAR End of Course

2013 State v. LCISD STAAR Math EOC Performance by Course and Student Group						
	Algebra I		Geometry		Algebra II	
	State	LCISD	State	LCISD	State	LCISD
All Students	78%	78%	86%	85%	97%	99%
Asian	96%	93%	97%	95%	100%	100%
African-American	69%	74%	78%	81%	95%	98%
Hispanic	74%	71%	83%	79%	95%	99%
White	88%	90%	92%	92%	99%	100%
Two or More Races	86%	83%	91%	91%	99%	100%
Econ Disadv	71%	70%	81%	77%	95%	99%
Current LEP	51%	46%	65%	53%	83%	100%
SPED	43%	37%	55%	44%	78%	100%

2013 State v. LCISD STAAR English EOC Performance by Course and Student Group									
	English I - Reading		English I - Writing		English II - Reading		English II - Writing		
	State	LCISD	State	LCISD	State	LCISD	State	LCISD	
All Students	65%	75%	48%	56%	78%	84%	52%	62%	
Asian	82%	90%	77%	89%	90%	94%	78%	83%	
African-American	55%	72%	37%	54%	71%	81%	38%	50%	
Hispanic	56%	67%	38%	43%	71%	78%	43%	53%	
White	81%	88%	64%	72%	88%	92%	68%	78%	
Two or More Races	78%	86%	62%	71%	87%	80%	64%	89%	
Econ Disadv	54%	65%	35%	43%	69%	76%	39%	48%	
Current LEP	18%	28%	9%	10%	31%	48%	10%	26%	
SPED	22%	45%	10%	23%	36%	43%	11%	33%	

2013 State v. LCISD STAAR Science EOC Performance by Course and Student Group				
	Biology		Chemistry	
	State	LCISD	State	LCISD
All Students	85%	86%	84%	82%
Asian	97%	96%	97%	93%
African-American	80%	85%	78%	79%
Hispanic	80%	80%	79%	74%
White	93%	93%	91%	89%
Two or More Races	93%	95%	90%	100%
Econ Disadv	79%	78%	77%	73%
Current LEP	55%	56%	56%	53%
SPED	54%	51%	48%	39%

2013 State v. LCISD STAAR Social Studies EOC Performance by Course and Student Group				
	World Geography		World History	
	State	LCISD	State	LCISD
All Students	75%	75%	70%	69%
Asian	94%	94%	92%	89%
African-American	65%	70%	59%	61%
Hispanic	70%	67%	62%	58%
White	87%	89%	82%	84%
Two or More Races	85%	95%	80%	89%
Econ Disadv	66%	65%	59%	57%
Current LEP	38%	40%	32%	30%
SPED	36%	38%	35%	19%

Section III – Preliminary Campus Results for STAAR Grades 3-8

2013 Preliminary STAAR Performance for Austin Elementary				
	Math	Reading	Science	Writing
All Students	94%	94%	88%	97%
Asian	N/A	N/A	N/A	N/A
African-American	76%	90%	N/A	N/A
Hispanic	89%	92%	78%	N/A
White	98%	96%	92%	98%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	88%	85%	83%	96%
Current LEP	N/A	N/A	N/A	N/A
SPED	95%	81%	N/A	N/A

2013 Preliminary STAAR Performance for Beasley Elementary				
	Math	Reading	Science	Writing
All Students	65%	67%	85%	50%
Asian	N/A	N/A	N/A	N/A
African-American	57%	70%	N/A	N/A
Hispanic	65%	65%	85%	49%
White	76%	76%	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	61%	63%	84%	45%
Current LEP	66%	58%	N/A	N/A
SPED	37%	50%	N/A	N/A

2013 Preliminary STAAR Performance for Bowie Elementary				
	Math	Reading	Science	Writing
All Students	69%	73%	58%	64%
Asian	N/A	N/A	N/A	N/A
African-American	51%	57%	N/A	N/A
Hispanic	70%	73%	59%	64%
White	76%	85%	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	68%	70%	55%	61%
Current LEP	76%	65%	56%	60%
SPED	71%	69%	N/A	N/A

2013 Preliminary STAAR Performance for Campbell Elementary				
	Math	Reading	Science	Writing
All Students	88%	95%	88%	90%
Asian	93%	97%	N/A	N/A
African-American	73%	87%	N/A	N/A
Hispanic	84%	88%	N/A	89%
White	89%	96%	89%	91%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	N/A	N/A	N/A	N/A
Current LEP	N/A	N/A	N/A	N/A
SPED	55%	67%	N/A	N/A

2013 Preliminary STAAR Performance for Dickinson Elementary				
	Math	Reading	Science	Writing
All Students	93%	96%	88%	97%
Asian	95%	91%	N/A	N/A
African-American	88%	96%	N/A	N/A
Hispanic	85%	100%	N/A	N/A
White	95%	96%	90%	96%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	76%	80%	N/A	N/A
Current LEP	N/A	N/A	N/A	N/A
SPED	N/A	N/A	N/A	N/A

2013 Preliminary STAAR Performance for Frost Elementary				
	Math	Reading	Science	Writing
All Students	93%	90%	91%	86%
Asian	100%	95%	N/A	N/A
African-American	81%	81%	N/A	N/A
Hispanic	91%	81%	91%	85%
White	94%	93%	92%	87%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	89%	75%	N/A	N/A
Current LEP	N/A	N/A	N/A	N/A
SPED	68%	60%	N/A	N/A

2013 Preliminary STAAR Performance for Hubenak Elementary				
	Math	Reading	Science	Writing
All Students	93%	91%	88%	87%
Asian	94%	91%	N/A	N/A
African-American	91%	90%	88%	82%
Hispanic	92%	88%	90%	86%
White	95%	94%	85%	91%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	85%	82%	87%	N/A
Current LEP	95%	81%	N/A	N/A
SPED	47%	58%	N/A	N/A

2013 Preliminary STAAR Performance for Huggins Elementary				
	Math	Reading	Science	Writing
All Students	78%	86%	87%	95%
Asian	N/A	N/A	N/A	N/A
African-American	61%	71%	N/A	N/A
Hispanic	70%	72%	N/A	85%
White	84%	93%	95%	98%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	62%	66%	72%	N/A
Current LEP	N/A	N/A	N/A	71%
SPED	N/A	N/A	N/A	N/A

2013 Preliminary STAAR Performance for Hutchison Elementary				
	Math	Reading	Science	Writing
All Students	78%	88%	91%	85%
Asian	91%	92%	96%	94%
African-American	64%	82%	89%	76%
Hispanic	75%	86%	92%	86%
White	89%	96%	89%	89%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	65%	77%	88%	77%
Current LEP	80%	82%	N/A	80%
SPED	44%	53%	N/A	N/A

2013 Preliminary STAAR Performance for Jackson Elementary				
	Math	Reading	Science	Writing
All Students	55%	56%	61%	53%
Asian	N/A	N/A	N/A	N/A
African-American	69%	63%	N/A	N/A
Hispanic	51%	54%	56%	54%
White	N/A	N/A	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	56%	58%	60%	53%
Current LEP	48%	56%	60%	44%
SPED	54%	67%	N/A	N/A

2013 Preliminary STAAR Performance for Long Elementary				
	Math	Reading	Science	Writing
All Students	73%	79%	67%	51%
Asian	N/A	N/A	N/A	N/A
African-American	57%	63%	48%	N/A
Hispanic	71%	77%	66%	49%
White	95%	100%	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	70%	77%	64%	49%
Current LEP	72%	80%	61%	60%
SPED	65%	85%	N/A	N/A

2013 Preliminary STAAR Performance for McNeill Elementary				
	Math	Reading	Science	Writing
All Students	86%	91%	88%	84%
Asian	97%	95%	100%	88%
African-American	85%	89%	81%	90%
Hispanic	79%	88%	82%	65%
White	88%	96%	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	82%	88%	84%	81%
Current LEP	82%	82%	96%	76%
SPED	73%	87%	N/A	N/A

2013 Preliminary STAAR Performance for Meyer Elementary				
	Math	Reading	Science	Writing
All Students	67%	65%	77%	44%
Asian	N/A	N/A	N/A	N/A
African-American	59%	63%	72%	37%
Hispanic	69%	65%	80%	43%
White	71%	71%	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	67%	62%	76%	42%
Current LEP	76%	57%	N/A	N/A
SPED	45%	50%	N/A	N/A

2013 Preliminary STAAR Performance for Pink Elementary				
	Math	Reading	Science	Writing
All Students	62%	70%	58%	67%
Asian	N/A	N/A	N/A	N/A
African-American	57%	72%	63%	N/A
Hispanic	62%	70%	57%	69%
White	N/A	N/A	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	62%	71%	60%	67%
Current LEP	75%	67%	55%	64%
SPED	75%	73%	67%	N/A

2013 Preliminary STAAR Performance for Ray Elementary				
	Math	Reading	Science	Writing
All Students	95%	82%	91%	83%
Asian	N/A	N/A	N/A	N/A
African-American	N/A	N/A	N/A	N/A
Hispanic	95%	83%	90%	85%
White	92%	82%	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	94%	80%	89%	82%
Current LEP	95%	81%	97%	90%
SPED	82%	65%	N/A	N/A

2013 Preliminary STAAR Performance for Smith Elementary				
	Math	Reading	Science	Writing
All Students	61%	59%	56%	47%
Asian	N/A	N/A	N/A	N/A
African-American	49%	63%	58%	58%
Hispanic	62%	55%	54%	37%
White	74%	68%	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	59%	58%	58%	43%
Current LEP	62%	59%	50%	33%
SPED	62%	69%	N/A	N/A

2013 Preliminary STAAR Performance for Thomas Elementary				
	Math	Reading	Science	Writing
All Students	74%	78%	74%	65%
Asian	N/A	N/A	N/A	N/A
African-American	69%	79%	79%	63%
Hispanic	69%	73%	65%	57%
White	88%	86%	N/A	83%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	69%	74%	73%	55%
Current LEP	67%	72%	N/A	N/A
SPED	63%	78%	N/A	N/A

2013 Preliminary STAAR Performance for Travis Elementary				
	Math	Reading	Science	Writing
All Students	74%	73%	61%	67%
Asian	N/A	N/A	N/A	N/A
African-American	64%	60%	N/A	N/A
Hispanic	75%	74%	65%	68%
White	66%	69%	N/A	N/A
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	74%	72%	63%	66%
Current LEP	87%	88%	77%	74%
SPED	41%	31%	N/A	N/A

2013 Preliminary STAAR Performance for Velasquez Elementary				
	Math	Reading	Science	Writing
All Students	88%	85%	89%	83%
Asian	N/A	N/A	N/A	N/A
African-American	88%	86%	88%	68%
Hispanic	85%	83%	88%	81%
White	93%	88%	90%	92%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	87%	80%	86%	76%
Current LEP	84%	76%	N/A	N/A
SPED	70%	65%	55%	N/A

2013 Preliminary STAAR Performance for Williams Elementary				
	Math	Reading	Science	Writing
All Students	86%	90%	76%	89%
Asian	95%	N/A	N/A	N/A
African-American	83%	91%	67%	88%
Hispanic	80%	84%	71%	83%
White	93%	96%	92%	90%
Two or More Races	N/A	N/A	N/A	N/A
Econ Disadv	78%	84%	60%	88%
Current LEP	81%	81%	N/A	N/A
SPED	N/A	N/A	N/A	N/A

2013 Preliminary STAAR Performance for Navarro Middle School		
	Math	Reading
All Students	71%	67%
Asian	100%	100%
African-American	71%	67%
Hispanic	70%	67%
White	76%	69%
Two or More Races	83%	83%
Econ Disadv	71%	65%
Current LEP	60%	48%
SPED	63%	46%

2013 Preliminary STAAR Performance for Wertheimer Middle School		
	Math	Reading
All Students	93%	89%
Asian	98%	96%
African-American	90%	90%
Hispanic	88%	79%
White	96%	93%
Two or More Races	100%	100%
Econ Disadv	88%	79%
Current LEP	84%	71%
SPED	65%	65%

2013 Preliminary STAAR Performance for Wessendorff Middle School		
	Math	Reading
All Students	75%	75%
Asian	71%	75%
African-American	72%	72%
Hispanic	72%	70%
White	90%	93%
Two or More Races	50%	75%
Econ Disadv	69%	68%
Current LEP	57%	55%
SPED	56%	64%

2013 Preliminary STAAR Performance for Reading Junior High (Grade 6 Only)		
	Math	Reading
All Students	88%	88%
Asian	93%	91%
African-American	81%	84%
Hispanic	81%	84%
White	93%	90%
Two or More Races	100%	83%
Econ Disadv	73%	75%
Current LEP	65%	82%
SPED	62%	41%

2013 Preliminary STAAR Performance for Lamar JH (Excluding EOCs)					
	Math	Reading	Science	Social St.	Writing
All Students	81%	85%	75%	50%	81%
Asian	96%	100%	100%	71%	94%
African-American	78%	88%	72%	42%	86%
Hispanic	79%	80%	67%	42%	75%
White	89%	93%	95%	80%	91%
Two or More Races	100%	100%	N/A	N/A	75%
Econ Disadv	82%	87%	70%	44%	78%
Current LEP	71%	65%	65%	33%	47%
SPED	60%	81%	59%	52%	78%

2013 Preliminary STAAR Performance for George JH (Excluding EOCs)					
	Math	Reading	Science	Social St.	Writing
All Students	72%	85%	74%	62%	75%
Asian	100%	100%	100%	80%	N/A
African-American	65%	88%	70%	57%	80%
Hispanic	72%	84%	73%	61%	74%
White	76%	87%	77%	68%	73%
Two or More Races	100%	100%	100%	100%	100%
Econ Disadv	76%	88%	72%	59%	74%
Current LEP	51%	60%	52%	34%	48%
SPED	47%	63%	52%	48%	58%

2013 Preliminary STAAR Performance for Briscoe JH (Excluding EOCs)					
	Math	Reading	Science	Social St.	Writing
All Students	88%	90%	83%	82%	83%
Asian	92%	97%	93%	94%	100%
African-American	84%	87%	74%	77%	82%
Hispanic	84%	84%	75%	73%	71%
White	96%	96%	91%	92%	90%
Two or More Races	82%	95%	100%	89%	89%
Econ Disadv	84%	84%	71%	71%	71%
Current LEP	72%	57%	53%	41%	48%
SPED	68%	60%	50%	46%	47%

2013 Preliminary STAAR Performance for Reading JH (Excluding EOCs and Grade 6)					
	Math	Reading	Science	Social St.	Writing
All Students	89%	95%	91%	83%	89%
Asian	98%	100%	98%	96%	97%
African-American	79%	91%	82%	79%	84%
Hispanic	89%	94%	89%	69%	87%
White	93%	97%	97%	90%	94%
Two or More Races	80%	82%	100%	100%	69%
Econ Disadv	83%	93%	85%	71%	81%
Current LEP	70%	71%	56%	22%	58%
SPED	63%	65%	61%	50%	52%

Section III – Preliminary Campus Results for STAAR End-of-Course

2013 Preliminary STAAR EOC Performance for Algebra I								
	LCHS	THS	FHS	GRHS	LJH	GJH	BJH	RJH
All Students	69%	62%	79%	78%	98%	100%	100%	100%
Asian	92%	0%	89%	86%	100%	100%	100%	100%
African-American	68%	64%	71%	74%	100%	100%	100%	100%
Hispanic	65%	61%	76%	72%	100%	100%	100%	100%
White	82%	66%	87%	86%	96%	100%	100%	100%
Two or More Races	100%	75%	67%	75%	N/A	N/A	100%	100%
Econ Disadv	66%	63%	71%	69%	100%	100%	100%	100%
Current LEP	31%	50%	53%	50%	100%	N/A	N/A	100%
SPED	27%	29%	53%	40%	N/A	N/A	N/A	N/A

2013 Preliminary STAAR EOC Performance for Geometry								
	LCHS	THS	FHS	GRHS	LJH	GJH	BJH	RJH
All Students	79%	75%	88%	91%	100%	N/A	100%	100%
Asian	100%	100%	91%	91%	N/A	N/A	100%	100%
African-American	79%	71%	84%	84%	100%	N/A	100%	100%
Hispanic	75%	75%	84%	89%	100%	N/A	100%	100%
White	88%	78%	93%	95%	100%	N/A	100%	100%
Two or More Races	100%	67%	100%	100%	N/A	N/A	N/A	N/A
Econ Disadv	75%	73%	80%	86%	100%	N/A	100%	100%
Current LEP	56%	55%	45%	60%	N/A	N/A	N/A	N/A
SPED	38%	39%	52%	52%	N/A	N/A	N/A	N/A

2013 Preliminary STAAR EOC Performance for Algebra II				
	LCHS	THS	FHS	GRHS
All Students	100%	99%	100%	99%
Asian	100%	N/A	100%	100%
African-American	100%	100%	100%	94%
Hispanic	100%	98%	100%	100%
White	100%	100%	100%	99%
Two or More Races	N/A	N/A	100%	N/A
Econ Disadv	100%	100%	100%	96%
Current LEP	100%	100%	N/A	100%
SPED	N/A	100%	N/A	100%

2013 Preliminary STAAR EOC Performance for Eng I - Reading				
	LCHS	THS	FHS	GRHS
All Students	61%	67%	82%	87%
Asian	77%	100%	89%	96%
African-American	60%	70%	72%	84%
Hispanic	56%	65%	75%	79%
White	74%	76%	90%	93%
Two or More Races	80%	80%	75%	100%
Econ Disadv	55%	65%	70%	77%
Current LEP	12%	42%	37%	17%
SPED	55%	38%	44%	49%

2013 Preliminary STAAR EOC Performance for Eng II - Reading				
	LCHS	THS	FHS	GRHS
All Students	74%	79%	88%	91%
Asian	89%	N/A	96%	95%
African-American	71%	81%	84%	86%
Hispanic	69%	79%	81%	87%
White	86%	82%	94%	95%
Two or More Races	67%	50%	100%	100%
Econ Disadv	65%	78%	78%	85%
Current LEP	38%	58%	38%	67%
SPED	31%	62%	32%	40%

2013 Preliminary STAAR EOC Performance for Eng I - Writing				
	LCHS	THS	FHS	GRHS
All Students	45%	40%	65%	71%
Asian	82%	100%	86%	91%
African-American	49%	39%	55%	66%
Hispanic	35%	38%	55%	56%
White	65%	48%	73%	78%
Two or More Races	33%	80%	50%	100%
Econ Disadv	37%	37%	51%	58%
Current LEP	5%	14%	15%	0%
SPED	33%	20%	22%	18%

2013 Preliminary STAAR EOC Performance for Eng II - Writing				
	LCHS	THS	FHS	GRHS
All Students	50%	53%	69%	71%
Asian	72%	N/A	93%	79%
African-American	40%	53%	58%	50%
Hispanic	42%	52%	56%	63%
White	74%	59%	79%	85%
Two or More Races	67%	100%	100%	100%
Econ Disadv	36%	51%	47%	60%
Current LEP	26%	38%	0%	17%
SPED	58%	35%	24%	17%

2013 Preliminary STAAR EOC Performance for Biology				
	LCHS	THS	FHS	GRHS
All Students	78%	76%	91%	95%
Asian	90%	50%	97%	100%
African-American	74%	86%	85%	94%
Hispanic	76%	75%	85%	91%
White	87%	75%	96%	97%
Two or More Races	100%	100%	75%	100%
Econ Disadv	74%	75%	81%	89%
Current LEP	49%	59%	50%	75%
SPED	44%	41%	57%	69%

2013 Preliminary STAAR EOC Performance for Chemistry				
	LCHS	THS	FHS	GRHS
All Students	81%	63%	89%	86%
Asian	94%	N/A	96%	88%
African-American	80%	62%	88%	78%
Hispanic	77%	62%	84%	84%
White	88%	72%	93%	91%
Two or More Races	100%	100%	100%	100%
Econ Disadv	75%	61%	82%	83%
Current LEP	59%	50%	44%	50%
SPED	50%	38%	38%	35%

2013 Preliminary STAAR EOC Performance for World Geography				
	LCHS	THS	FHS	GRHS
All Students	62%	61%	88%	87%
Asian	83%	100%	95%	100%
African-American	57%	65%	76%	79%
Hispanic	57%	60%	84%	81%
White	78%	66%	94%	94%
Two or More Races	100%	80%	100%	100%
Econ Disadv	57%	60%	79%	77%
Current LEP	20%	47%	47%	67%
SPED	39%	26%	45%	51%

2013 Preliminary STAAR EOC Performance for World History				
	LCHS	THS	FHS	GRHS
All Students	58%	56%	80%	77%
Asian	88%	N/A	89%	90%
African-American	53%	55%	72%	63%
Hispanic	47%	54%	69%	70%
White	81%	68%	89%	85%
Two or More Races	100%	50%	100%	100%
Econ Disadv	47%	53%	65%	69%
Current LEP	23%	33%	38%	20%
SPED	19%	26%	21%	13%

Resource Persons: Ms. Laura Lyons, Executive Director of Elementary Education
 Dr. Walter Bevers, Executive Director of Secondary Education
 Mr. Brian Moore, Director of Research and Accountability

**INFORMATION ITEM: TEXAS ASSESSMENT OF KNOWLEDGE AND SKILLS (TAKS)
RESULTS -- SPRING 2013**

The numbers below represent the preliminary results for all students tested and do not represent the final totals used for state and federal accountability. TAKS results for the new designated groups – All Students, Asian, African-American, Hispanic, White, Two or More Races, Economically Disadvantaged, Limited English Proficient, and Special Education – are provided in this report for the district and individual campuses.

In the spring of 2013, only eleventh grade students were still actively taking this assessment. Results for these students will be combined with results from the STAAR-EOC assessments to calculate campus and district accountability. Starting with the summer of 2013, only the TAKS Exit Level Retest will remain available for students who are mandated to graduate under the TAKS system.

2013 Preliminary Performance for TAKS - ELA					
	District	LCHS	THS	FHS	GRHS
All Students	96%	95%	95%	97%	98%
Asian	100%	100%	100%	100%	100%
African-American	96%	95%	96%	96%	98%
Hispanic	95%	95%	95%	93%	94%
White	98%	95%	96%	98%	99%
Two or More Races	100%	100%	100%	100%	100%
Econ Disadv	94%	94%	94%	93%	93%
Current LEP	74%	74%	78%	69%	80%
SPED	62%	68%	63%	58%	53%

2013 Preliminary Performance for TAKS - Math					
	District	LCHS	THS	FHS	GRHS
All Students	88%	85%	86%	90%	93%
Asian	100%	100%	100%	100%	100%
African-American	83%	82%	75%	83%	90%
Hispanic	86%	83%	88%	86%	89%
White	93%	91%	85%	93%	95%
Two or More Races	100%	100%	100%	100%	100%
Econ Disadv	83%	81%	85%	82%	81%
Current LEP	71%	80%	75%	71%	55%
SPED	52%	55%	59%	44%	58%

2013 Preliminary Performance for TAKS - Science					
	District	LCHS	THS	FHS	GRHS
All Students	95%	95%	93%	96%	97%
Asian	100%	100%	100%	100%	100%
African-American	93%	93%	92%	93%	95%
Hispanic	93%	94%	92%	96%	94%
White	98%	97%	98%	97%	99%
Two or More Races	94%	100%	75%	100%	100%
Econ Disadv	91%	93%	92%	93%	90%
Current LEP	76%	90%	68%	81%	64%
SPED	61%	59%	60%	63%	59%

2013 Preliminary Performance for TAKS - Social Studies					
	District	LCHS	THS	FHS	GRHS
All Students	98%	98%	97%	98%	99%
Asian	100%	100%	100%	100%	100%
African-American	97%	96%	96%	98%	99%
Hispanic	98%	99%	98%	97%	98%
White	98%	97%	98%	99%	98%
Two or More Races	100%	100%	100%	100%	100%
Econ Disadv	97%	98%	97%	97%	95%
Current LEP	94%	95%	86%	100%	100%
SPED	76%	77%	73%	81%	71%

Resource Persons: Dr. Walter Bevers, Executive Director of Secondary Education
Mr. Brian Moore, Director of Research and Accountability

**10.B.#1. – PLANNING
BOARD REPORT
JULY 18, 2013**

INFORMATION ITEM: BOARD POLICIES FOR FIRST READING

Attached for review are Localized Policy Manual Updates 96 and 97. Local policies are customized to provide a procedure or guideline to enforce the legal policies and district guidelines.

Resource Person: Dr. Thomas Randle, Superintendent

Please remember: Log in to myTASB.tasb.org and open *Policy Service Resource Library: Local Manual Updates* to download a PDF of this update packet, annotated copies of the (LOCAL) policies, editable (LOCAL) text, and more.

Lamar CISD

Update 96 focuses on three key issues, prompted by Commissioner of Education activity—new rules on instructional materials, resulting in changes at EFAA; new rules on student attendance accounting, resulting in changes at FEB; and a recent Commissioner decision that affects how state personal leave is accrued and calculated, resulting in changes to DEC(LOCAL). Other policies and topics covered in the update include board member powers and duties, the Framework for School Board Development, legal services for districts, bankruptcy discrimination, use of leave while on military duty, and student compulsory attendance.

Please bear in mind that the (LEGAL) policies reflect the ever-changing legal context for governance and management of the district. They should NOT be adopted but, rather, should inform local decision making. The (LOCAL) policy recommendations in this update will need close attention by both the administration and the board to ensure that they reflect the practices of the district and the intentions of the board. Board action is needed to adopt, revise, or repeal (LOCAL) policy.

In addition to the updated policies, your Localized Update 96 packet contains:

- **INSTRUCTIONS** . . . providing specific, policy-by-policy directions on how this update, if accepted as prepared, should be incorporated into your Localized Policy Manual.
- **EXPLANATORY NOTES** . . . summarizing changes to the policies in each code. Please note that, where appropriate, the Explanatory Notes ask you to **verify that a particular policy reflects your current practice and to advise us of changes needed** so that our records and your manual accurately track the district's practice.

Vantage Points—A Board Member's Guide to Update 96 may be found in the separately wrapped package accompanying this packet. *Vantage Points* offers a highly summarized overview of the update and is intended to provide local officials a first glance at the scope of the update—as a prelude to studying the detailed Explanatory Notes and policy text within the packet. **Please distribute the enclosed copies of *Vantage Points* to your board members** at the earliest possible opportunity, preferably with their review copies of this update.

Update 96 policies are so identified in the lower left-hand corner of each policy page. If you have any questions concerning this update, please call your policy consultant at 800-580-7529 or 512-467-0222.

Regarding board action on Update 96 . . .

- Board action on Localized Update 96 must occur within a properly posted, open meeting of the board and may be addressed on the agenda posting as “Policy Update 96, affecting (LOCAL) policies (see attached list of codes).” Policy On Line districts have access to a list of the (LOCAL) policies included in the update through the Local Manual Updates application in myTASB. Other districts may generate a list of the (LOCAL) policy codes added, revised, or deleted (and the titles/subtitles of those policies) using the Instruction Sheet as a guide and attach that list to the posting. BoardBook compilers should use “Policy Update 96, affecting (LOCAL) policies” as the agenda item and, as agenda sub-items, the code and name of each of the (LOCAL) policies affected by the update.
- A suggested motion for board action on Localized Update 96 is as follows:
“I move that the board add, revise, or delete (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 96 [with the following changes:]”
- The board’s action on Localized Update 96 must be reflected in board minutes. The Instruction Sheet—annotated to reflect any changes made by the board—and the Explanatory Notes for the update should be filed with the minutes where they make up the authoritative record of your board’s actions. Include a copy of new, replaced, or rescinded **(LOCAL)** policies.
- In constructing the separate historical record of the manual, the emphasis is on tracking the history of individual policies. For guidance on maintaining this record, please refer to the *Policy Administrator’s Guide* available in the myTASB Policy Service Resource Library at http://www.tasb.org/services/policy/mytasb/admin_guide/index.aspx.

Regarding manual maintenance and administrative regulations . . .

- **Notify your policy consultant of any changes made by the board so that Policy Service records—forming the basis for subsequent updating recommendations—exactly mirror your manual.**
- The update should be incorporated into each of the district’s Localized Policy Manuals as soon as practicable. If the district uses Policy On Line, you will need to notify us of the board’s action on Update 96 so that your district’s Localized Policy Manual as it appears on TASB’s Web server can be updated. Policy On Line staff may be reached by phone (800-580-7529 or 512-467-0222), by fax (512-467-3618, using the Update 96 Adoption Notification Form enclosed), by e-mail (pol-support@tasb.org), or through the Policy On Line Administrator Tools (<https://www.tasb.org/apps/PolicyAdmin>).
- Administrative procedures and documents—including formal (REGULATIONS), handbooks, and guides—that may be affected by Update 96 policy changes should be inspected and revised by the district as needed.

PLEASE NOTE: This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment on the subject nor is this intended to substitute for the advice of an attorney or other professional advisor. Consult with your attorney or professional advisor to apply these principles to specific fact situations.

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Instruction Sheet

TASB Localized Policy Manual Update 96

District Lamar CISD

Code	Action To Be Taken	Note
BAA (LEGAL)	Replace policy	Revised policy
BBD (EXHIBIT)	Replace exhibit	Revised exhibit
BDD (LEGAL)	ADD policy	See explanatory note
DAA (LEGAL)	Replace policy	Revised policy
DEC (LEGAL)	Replace policy	Revised policy
DEC (LOCAL)	Replace policy	Revised policy
EFAA (LEGAL)	Replace policy	Revised policy
EFAA (LOCAL)	Replace policy	Revised policy
FEA (LEGAL)	Replace policy	Revised policy
FEB (LEGAL)	Replace policy	Revised policy
FEB (LOCAL)	Replace policy	Revised policy

CURRENT

COMPENSATION AND BENEFITS LEAVES AND ABSENCES

DEC
(LOCAL)

DEFINITIONS

FAMILY

The term "immediate family" is defined as:

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 *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* 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.

~~WORKDAY~~

A "~~workday~~" for purposes of earning, use, or recording 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 usually occurs suddenly and without warning. Illnesses or injuries that are considered catastrophic, due to the enormous impact they have on the lives of individuals who experience them, require the services of a licensed medical practitioner for a prolonged period of time. Events such as a brain injury, a spinal cord injury, accidental amputation, severe burns, multiple fractures or neurological disorders are examples of illnesses or injuries described as catastrophic. Additionally, the long-term needs of someone who has experienced a catastrophic injury far ~~sur-~~
~~passes~~ those individuals with less severe illnesses or injuries. Some individuals may recover from catastrophic illnesses or injuries if they receive proper, early medical treatment while others experience significant suffering, reduction in their life span, and/or a permanent disability.

Therefore, normal pregnancies and deliveries, Caesarean deliveries without complications, and hysterectomies without extended hospital stays, as well as routine and/or elective surgeries without complications are not considered to be catastrophic illnesses or conditions.

COMPENSATION AND BENEFITS
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- AVAILABILITY The District shall make paid leave for the current year available for use at the beginning of the school year.
- ~~The District shall not approve paid leave for more workdays than have been accumulated in prior years plus those to be earned during the current year. Any absences beyond available paid leave shall result in deductions from the employee's pay.~~
- ~~EARNING LEAVE~~ An employee shall not earn leave when he or she is in unpaid status. An employee using full or proportionate paid leave shall be considered to be in paid status.
- ~~When an employee has used more leave than he or she has earned, the District shall deduct the cost of unearned leave days from the employee's final paycheck for the year or from the last paycheck after the employee ceases to be employed by the District.~~
- RECORDING Leave shall be recorded as follows:
1. Leave shall be recorded in whole- or 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.
- ORDER OF USE Unless an employee requests a different order, available paid state and local leave shall be used in the following order, as applicable:
1. Local leave.
 2. State sick leave accumulated before the 1995-96 school year.
 3. State personal leave.
- Use of sick leave bank days shall be permitted only after all available state and local leave has been exhausted.
- CONCURRENT USE OF LEAVE When an absent employee is eligible for FMLA leave, the District shall designate the absence as FMLA leave.
- 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

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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 workdays 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

~~For purposes of this section, each employee shall earn state personal leave up to the statutory maximum of five workdays annually at the rate established in administrative regulations.~~

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)]

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 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.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

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DURATION OF LEAVE	Discretionary use of state personal leave shall not exceed five consecutive workdays.
LOCAL LEAVE	<p>All employees shall earn days of paid local leave in accordance with the following:</p> <ol style="list-style-type: none">1. Employees in positions normally requiring 180–199 workdays shall earn five workdays of local leave per school year.2. Employees in positions normally requiring 200–219 workdays shall earn six workdays of local leave per school year.3. Employees in positions normally requiring 220–251 workdays shall earn seven workdays of local leave per school year. <p>Local leave shall accumulate without limit and shall be taken with no loss of pay.</p> <p>Local leave shall be used according to the terms and conditions of state sick leave accumulated before the 1995–96 school year. [See DEC(LEGAL)]</p>
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 request leave from the bank if the employee or a member of the employee's immediate family experiences a catastrophic illness or injury and the absence extends ten consecutive days or longer after the employee has exhausted all paid leave.</p> <p>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.</p> <p>The Superintendent or designee shall develop regulations for the operation of the sick leave bank that address the following:</p> <ol style="list-style-type: none">1. Membership in the sick leave bank, including the number of days an employee must donate 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

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5. Other procedures deemed necessary for the operation of the sick leave bank.

APPEAL	All decisions regarding the sick leave bank may be appealed by submitting a letter to the sick leave bank facilitator no later than five working days from the date of denial.
FAMILY AND MEDICAL LEAVE TWELVE-MONTH PERIOD	For purposes of an employee's entitlement to FMLA, the 12-month period shall be July 1 through June 30.
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)]
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(LEGAL), 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(LEGAL), RECOVERY OF BENEFIT COST]
TEMPORARY DISABILITY LEAVE	Any full-time employee shall be eligible for temporary disability leave. For an employee whose position requires educator certification by the State Board for Educator Certification or by the District, the maximum length of temporary disability leave shall be 180 calendar days. For an employee whose position does not require educator certification, the maximum length of temporary disability

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leave shall be 90 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for ~~reinstatement.~~]

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.

WORKERS'
COMPENSATION

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.]

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.

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.

REIMBURSEMENT OF
LEAVE UPON
RETIREMENT

An employee hired by the District before September 19, 1991, who retires after ten or more years of continuous TRS creditable service in the District, in accordance with TRS provisions, shall be paid for the unused leave earned in the District, to a maximum of 150 days. To receive the payment, the employee must submit a written application for payment within 90 days after ~~termination of~~ employment and provide documentation that payment of service retirement benefits from TRS has begun. This benefit shall be available only to employees who are eligible for and actually receive a service retirement annuity upon termination of employment. The payment shall be computed on the basis of the number of ~~days of~~ leave accumulated, ~~times~~ the average salary earned per day for the last five years of employment, including the year of retirement and the immediately preceding ~~four years~~, in accordance with the following schedule:

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TRS Creditable Years of Service	Percent of Payment
30+ years	100
25-29 years	90
20-24 years	80
15-19 years	75
10-14 years	70

If an employee who meets the eligibility criteria for the buy-back provision dies while employed with the District or within 90 days after ~~termination~~ from the District, the District shall pay the employee's estate for the unused leave in accordance with these provisions.

An employee whose period of assignment is less than 12 months shall be considered employed for 12 months for the purpose of these provisions.

An eligible employee must deposit the unused leave payoff into a federally approved 401(a) plan. The employee has the option to withdraw the entire amount immediately from the plan, invest in an annuity product offered by the plan administrators, invest in a money-market account, or ~~the payoff may be~~ transferred to an annuity that the employee has in place. An employee who is younger than 55 years of age at retirement shall be ineligible for the 401(a) plan and must take the unused leave payoff in a lump-sum payment.

DEFINITIONS

The term "immediate family" is defined as:

FAMILY

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 *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* 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 usually occurs suddenly and without warning. Illnesses or injuries that are considered catastrophic, due to the enormous impact they have on the lives of individuals who experience them, require the services of a licensed medical practitioner for a prolonged period of time. Events such as a brain injury, a spinal cord injury, accidental amputation, severe burns, multiple fractures, or neurological disorders are examples of illnesses or injuries described as catastrophic.

Additionally, the long-term needs of someone who has experienced a catastrophic injury far surpass those of individuals with less severe illnesses or injuries. Some individuals may recover from catastrophic illnesses or injuries if they receive proper, early medical treatment, while others experience significant suffering, reduction in their life span, and/or a permanent disability.

Therefore, normal pregnancies and deliveries, Caesarean deliveries without complications, and hysterectomies without extended hospital stays, as well as routine and/or elective surgeries without complications, are not considered to be catastrophic illnesses or conditions.

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AVAILABILITY	The District shall make <u>state personal leave and local leave</u> for the current year available for use at the beginning of the school year.
<u>EARNING LOCAL LEAVE</u>	An employee shall not earn <u>any local leave</u> when he or she is in unpaid status. An employee using full or proportionate paid leave shall be considered to be in paid status.
<u>DEDUCTIONS</u> <u>LEAVE WITHOUT PAY</u>	<u>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.</u>
<u>LEAVE PRORATION</u> <u>EMPLOYED FOR LESS THAN FULL YEAR</u>	<u>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.</u>
	<u>If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for:</u>
	<ol style="list-style-type: none">1. <u>State personal leave the employee used beyond his or her pro rata entitlement for the school year; and</u>2. <u>Local leave the employee used but had not earned as of the date of separation.</u>
<u>EMPLOYED FOR FULL YEAR</u>	<u>If an employee uses more local leave than he or she earned and remains employed with the District through his or her last duty day, the District shall deduct the cost of the excess leave days from the employee's pay in accordance with administrative regulations.</u>
<u>RECORDING</u>	Leave shall be recorded as follows:
	<ol style="list-style-type: none">1. Leave shall be recorded in whole or 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.
ORDER OF USE	Unless an employee requests a different order, available paid state and local leave shall be used in the following order, as applicable:
	<ol style="list-style-type: none">1. Local leave.2. State sick leave accumulated before the 1995-96 school year.

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3. State personal leave.

Use of sick leave bank days shall be permitted only after all available state and local leave has been exhausted.

CONCURRENT USE OF
LEAVE

When an absent employee is eligible for FMLA leave, the District shall designate the absence as FMLA leave.

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 workdays 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)]

DISCRETIONARY
USE

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

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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 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 five consecutive workdays.

LOCAL LEAVE

All employees shall earn paid local leave in accordance with the following:

1. Employees in positions normally requiring 180–199 workdays shall earn five paid local leave days per school year.
2. Employees in positions normally requiring 200–219 workdays shall earn six paid local leave days per school year.
3. Employees in positions normally requiring 220–251 workdays shall earn seven paid local leave days per school year.

Local leave shall accumulate without limit and shall be taken with no loss in pay.

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)]

SICK LEAVE BANK

The District shall establish a sick leave bank that employees may join through contribution of local leave.

Leave contributed to the bank shall be solely for the use of participating employees. An employee who is a member of the bank may request leave from the bank if the employee or a member of the employee's immediate family experiences a catastrophic illness or injury and the absence extends ten consecutive days or longer after 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:

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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 by submitting a letter to the sick leave bank facilitator no later than five working days from the date of denial.

FAMILY AND MEDICAL
LEAVE

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be July 1 through June 30.

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(LLEGAL)]

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(LLEGAL) 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(LLEGAL)]

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]

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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 shall be eligible for temporary disability leave. For an employee whose position requires educator certification by the State Board for Educator Certification or by the District, the maximum length of temporary disability leave shall be 180 calendar days. For an <u>eligible</u> employee whose position does not require educator certification, the maximum length of temporary disability leave shall be 90 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LLEGAL) for <u>return to active duty.</u>]</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/>
PAID LEAVE OFFSET	<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> <p>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]</p>
COURT APPEARANCES	<p>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.</p>
REIMBURSEMENT FOR LEAVE UPON RETIREMENT	<p>An employee hired by the District before September 19, 1991, who retires after ten or more years of continuous, TRS-creditable service in the District, in accordance with TRS provisions, shall be paid for the unused leave <u>days</u> earned in the District, to a maximum of 150 days.</p> <p>To receive the payment, the employee must submit a written application for payment within 90 days after employment <u>ends</u> and pro-</p>

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

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(LOCAL)

vide documentation that payment of service retirement benefits from TRS has begun. This benefit shall be available only to employees who are eligible for and actually receive a service retirement annuity upon termination of employment.

The payment shall be computed on the basis of the number of leave days accumulated, multiplied by the average salary earned per day for the last five years of employment, including the year of retirement and the four years immediately preceding retirement, in accordance with the following schedule:

TRS Creditable Years of Service	Percent of Payment
30+ years	100
25-29 years	90
20-24 years	80
15-19 years	75
10-14 years	70

If an employee who meets the eligibility criteria for the buy-back provision dies while employed with the District or within 90 days after retirement from the District, the District shall pay the employee's estate for the unused leave in accordance with these provisions.

An employee whose period of assignment is less than 12 months shall be considered employed for 12 months for the purpose of these provisions.

An eligible employee must deposit the unused leave payoff into a federally approved 401(a) plan. The employee has the option to withdraw the entire amount immediately from the plan, invest in an annuity product offered by the plan administrators, invest in a money-market account, or transferred the amount to an annuity that the employee already has in place. An employee who is younger than 55 years of age at retirement shall be ineligible for the 401(a) plan and must take the unused leave payoff in a lump-sum payment.

~~INSTRUCTIONAL
MATERIALS
SELECTION
COMMITTEE~~

~~At an appropriate time following adoption of the state instructional materials lists, the Superintendent shall make recommendations to the Board for appointment of an instructional materials selection committee.~~

~~A majority of the committee members shall be classroom teachers.~~

~~RECOMMENDATION
AND ADOPTION~~

~~After examining all instructional materials reflected on the state lists, the instructional materials selection committee shall select items for use in the District and recommend the selections to the Board for ratification. In the event the Board does not ratify all of the selections, the reasons shall be recorded in Board minutes. The committee shall make other recommendations for selection until the Board has ratified all selections.~~

Note: For provisions regarding inventory and requisition of instructional materials, see CMD.

INSTRUCTIONAL
MATERIALS
ALLOTMENT TEAM

The District shall establish a team, as needed, to select instructional materials and technological equipment to be purchased with the District's instructional materials allotment. The team shall make selections based upon District instructional needs and in accordance with administrative regulations.

CERTIFICATION OF
INSTRUCTIONAL
MATERIALS

The instructional materials allotment team shall ensure that selected materials, in combination with any other materials in use by the District, allow the District to certify that all students are provided with instructional materials that cover the essential knowledge and skills, as required by law. [See EFAA(LEGAL)]

BOARD ACTION

The Board shall approve final selections and ratify the District's certification of instructional materials. Final selections shall be recorded in Board minutes.

The Superintendent ~~or designee~~ shall be responsible for maintaining a student attendance accounting system in accordance with statutory and TEA requirements.

~~The Superintendent or designee shall report annually to the Board concerning the operation and effectiveness of the District's student attendance system, and may present recommendations for improvement.~~

PARENTAL CONSENT
TO LEAVE CAMPUS

~~A student absent from school for any portion of a school day shall provide a note that describes the reason for the absence. The note shall be signed by the student's parent or, if the student is 18 or older or is an emancipated minor, by the student.~~

ATTENDANCE
ACCOUNTING SYSTEM

The Superintendent shall be responsible for maintaining a student attendance accounting system in accordance with statutory and TEA requirements.

ALTERNATE
RECORDING TIME

When appropriate, the Superintendent shall establish written procedures permitting a campus to specify an alternate time for taking attendance other than the second or fifth instructional hour. Exceptions may be authorized for an entire campus or for a designated group of students at a campus. The alternate time for recording attendance shall be determined in accordance with TEA's *Student Attendance Accounting Handbook*.

PARENTAL CONSENT
TO LEAVE CAMPUS

The Superintendent shall establish procedures regarding parental consent for a student to leave campus, including procedures for documenting a student's absence. The procedures shall be communicated in the employee and student handbooks.



Localized Policy Manual
Update 97

Please remember: Log in to myTASB.tasb.org and open *Policy Service Resource Library: Local Manual Updates* to download a PDF of this update packet, annotated copies of the (LOCAL) policies, editable (LOCAL) text, and more.

Lamar CISD

Update 97 addresses several recent amendments to the Texas Administrative Code. While many of these rule changes may be affected by the 83rd Texas Legislative Session, the update reflects the Administrative Code text currently in effect in an effort to maintain the manual with current law. Major topics affected by the rule changes include instructional materials, bilingual education, communicable diseases, state assessments, and the Texas Virtual School Network. Other changes at Update 97 incorporate federal laws, including new Family and Medical Leave Act rules, a provision from the Fostering Connections to Success and Increasing Adoptions Act, and provisions from the recently enacted Uninterrupted Scholars Act of 2013.

Please bear in mind that the (LEGAL) policies reflect the ever-changing legal context for governance and management of the district. They should NOT be adopted but, rather, should inform local decision making. The (LOCAL) policy recommendations in this update will need close attention by both the administration and the board to ensure that they reflect the practices of the district and the intentions of the board. Board action is needed to adopt, revise, or repeal (LOCAL) policy.

In addition to the updated policies, your Localized Update 97 packet contains:

- **INSTRUCTIONS** . . . providing specific, policy-by-policy directions on how this update, if accepted as prepared, should be incorporated into your Localized Policy Manual.
- **EXPLANATORY NOTES** . . . summarizing changes to the policies in each code. Please note that, where appropriate, the Explanatory Notes ask you to **verify that a particular policy reflects your current practice and to advise us of changes needed** so that our records and your manual accurately track the district's practice.

Vantage Points—A Board Member's Guide to Update 97 may be found in the separately wrapped package accompanying this packet. *Vantage Points* offers a highly summarized overview of the update and is intended to provide local officials a first glance at the scope of the update—as a prelude to studying the detailed Explanatory Notes and policy text within the packet. **Please distribute the enclosed copies of *Vantage Points* to your board members** at the earliest possible opportunity, preferably with their review copies of this update.

Update 97 policies are so identified in the lower left-hand corner of each policy page. If you have any questions concerning this update, please call your policy consultant at 800-580-7529 or 512-467-0222.

Instruction Sheet

TASB Localized Policy Manual Update 97

District Lamar CISD

Code	Action To Be Taken	Note
A25 (INDEX)	Replace cross-index	Revised cross-index
CMD (LEGAL)	Replace policy	Revised policy
CNA (LOCAL)	Replace policy	Revised policy
CRE (LEGAL)	Replace policy	Revised policy
DBAA (LOCAL)	ADD policy	See explanatory note
DECA (LEGAL)	Replace policy	Revised policy
DFAB (EXHIBIT)	Replace exhibit	Revised exhibit
DMC (LOCAL)	DELETE policy	See explanatory note
DPB (LOCAL)	DELETE policy	See explanatory note
E (LEGAL)	Replace table of contents	Revised table of contents
EHBE (LEGAL)	Replace policy	Revised policy
EHBI (LEGAL)	Replace policy	Revised policy
EHDE (LEGAL)	Replace policy	Revised policy
EIF (LEGAL)	Replace policy	Revised policy
EKB (LEGAL)	Replace policy	Revised policy
EKBA (LEGAL)	Replace policy	Revised policy
FD (LEGAL)	Replace policy	Revised policy
FFAB (LEGAL)	Replace policy	Revised policy
FFAD (LEGAL)	Replace policy	Revised policy
FL (LEGAL)	Replace policy	Revised policy

CURRENT

TRANSPORTATION MANAGEMENT
STUDENT TRANSPORTATION

CNA
(LOCAL)

~~The District shall establish and operate a student transportation system in accordance with TEA guidelines. Vehicles shall be purchased, operated, housed, and maintained by the District for the transportation of all resident District students, to schools located in the District, and for transportation for other students, or to other schools, as may be required by law.~~

~~The District shall provide safe, courteous, and regular transportation service over routes as established by the District and approved by TEA. The District may provide transportation service to students residing less than two miles from school, if the nearest bus stop to any school is along or outside a one-half mile radius of the school loading or unloading zone. A student living inside the one-half mile circle may board buses at the nearest stops if he or she desires. Hazard stops may be established by the director of transportation with prior approval of the deputy superintendent for operations.~~

~~The Board, upon recommendation of the Superintendent or designee, shall establish bus routes, and submit the routes to TEA for approval by June 1 each year.~~

~~Authorized bus stops shall be determined annually by the Superintendent or designee. Operators shall load and unload passengers only at authorized stops.~~

TRANSPORTATION MANAGEMENT
STUDENT TRANSPORTATION

CNA
(LOCAL)

ELIGIBILITY

The District shall permit students for whom the District does not receive state transportation funds to use District transportation, in accordance with time and space limitations and administrative regulations.

Applicable fees, if any, shall be approved by the Board and published in administrative regulations.

HAZARDOUS
CONDITIONS

The Board shall annually adopt a resolution to identify hazardous conditions within two miles of a school campus. The resolution shall describe the specific hazardous areas in which reside students who would otherwise be ineligible for transportation, but for whom the District shall provide transportation because of the hazardous conditions in those areas.

The District shall publish the locations of the routes with hazardous conditions.

ADDITION

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS CRIMINAL HISTORY AND CREDIT REPORTS

DBAA
(LOCAL)

DISQUALIFYING OFFENSES

The District shall obtain criminal history record information on final candidates for employment. All District positions have the potential for contact with students. The District shall disqualify from employment a person whose criminal history indicates that the person poses a threat to students or employees. Consistent with business necessity, the District shall also disqualify from employment a person whose criminal history is otherwise inconsistent with the job duties of the position for which the person is being considered.

INDIVIDUALIZED ASSESSMENT

The District shall perform an individualized assessment of criminal history record information when determining a person's eligibility for employment in a specific position. The District shall take into account a variety of factors, including the following:

1. The nature of the offense;
2. The age of the person when the crime was committed;
3. The date of the offense and how much time has elapsed;
4. The adjudication of the offense (e.g., whether the person was found guilty by a trier of fact, pled guilty, entered a no contest plea, or received deferred adjudication);
5. The nature and responsibilities of the job sought;
6. The accuracy of the person's disclosure of his or her criminal history during the selection process;
7. The effect of the conduct on the overall educational environment; and
8. Any further information provided by the person concerning his or her criminal history record.

ARRESTS

The fact of an arrest alone does not establish that criminal conduct has occurred, and the District shall not disqualify a person based solely on an arrest. The District may make an employment decision based on the conduct underlying the arrest if the conduct makes the person unfit for the position in question.

SBEC NOTIFICATION

If a candidate for a position has a reported criminal history, and the candidate is certified by the State Board for Educator Certification (SBEC), the District shall report the criminal history to SBEC.

CREDIT HISTORY

The District shall obtain credit history information on a candidate for employment only when the credit history is related to the position for which the person is being considered. The District shall comply with the Fair Credit Reporting Act before obtaining a job-related credit history. [See DBAA(LEGAL)]

PROFESSIONAL DEVELOPMENT
CONTINUING PROFESSIONAL EDUCATION

DELETED

DMC
(LOCAL)

~~PROFESSIONAL
GROWTH~~

~~The Board encourages employees to pursue professional growth activities through college-level courses, workshops, conferences, inservice, travel, or other approved activities.~~

~~LIMITS~~

~~The Superintendent may limit the number of semester hours in which an employee may enroll during each semester of the regular school term.~~

DELETED

PERSONNEL POSITIONS
SUBSTITUTE, TEMPORARY, AND PART-TIME POSITIONS

DPB
(LOCAL)

~~SUBSTITUTE
TEACHERS~~

~~At the beginning of each school year, the director of personnel, in cooperation with principals, shall compile a list of qualified substitute teachers available for the school year. This list shall be approved by the Superintendent. The list shall indicate each individual's qualifications. Employment of substitutes shall be through the office of the director of personnel. Teachers shall have no authority to select their own substitutes. Principals shall request and receive specific authorization from the Superintendent before employing any substitute not on the approved list.~~

~~APPLICATION~~

~~Persons wishing to substitute teach in the District shall make application through usual channels. [See DC]~~

~~Approved substitutes shall have on file in the District:~~

- ~~1. The District's application form.~~
- ~~2. A record of highest education attained, including high school diploma, GED certificate, or transcript for all college work, and/or Texas certificates.~~
- ~~3. Copy of the I-9 form with documented evidence.~~
- ~~4. Income tax withholding form.~~

~~QUALIFICATIONS~~

~~The District shall attempt to hire certified teachers as substitutes whenever possible; however, no person shall be employed as a substitute who does not have at least a high school diploma.~~

~~SELECTION~~

~~The District shall give first consideration to the most qualified teachers on the approved substitute list and shall make an effort to place substitutes in their field of interest or the field in which they are best qualified.~~

~~PAY~~

~~The rates for substitute pay shall be set by the Board and recorded in Board minutes.~~

~~A substitute teacher whose continuous employment as a substitute for an individual teacher exceeds ten days shall be paid the current substitute daily rate of pay plus an additional daily amount as set by the Board.~~

~~PERFORMANCE
RESPONSIBILITIES~~

~~A substitute shall be subject to all duties of a regular classroom teacher.~~

INFORMATION ITEM: BUDGET WORKSHOP

During the budget workshop, Jill Ludwig and Yvonne Dawson will update the Board on the current year budget and provide details regarding the 2013-14 budget. Legislative topics and the status of budget development will be discussed.

Resource Person: Jill Ludwig, Chief Financial Officer

**INFORMATION ITEM: TAX COLLECTION REPORT
(AS OF JUNE 30, 2013)**

- Exhibit "A" gives the LCISD collections made during the month of June 30, 2013.
- Exhibit "B" gives the total LCISD collections made this school year from September 1, 2012 through August 31, 2013.
- Exhibit "C" shows the LCISD collections made month-by-month of the 2012-13 roll as compared to prior years. Through June 30, 2013, Lamar had collected 98.6% of the 2012-13 roll.
- Exhibit "D" shows the total collections made as compared to the amount that was budgeted for 2012-2013.
- Exhibit "E" shows the LCISD tax collection analysis for the last six years.

Resource Person: Jill Ludwig, Chief Financial Officer

**Lamar Consolidated ISD
Tax Collections
June 2013**

Exhibit A

Year	Taxes Paid	Penalty & Interest	Collection Fees	Total Payments	General Fund Taxes Paid	General Fund P & I & Collection Fees	Debt Service Taxes Paid	Debt Service P & I & Collection Fees
12	\$ 714,057.99	\$ 87,854.62	\$ 38,724.67	\$ 840,637.28	\$ 534,265.57	\$ 104,458.39	\$ 179,792.42	\$ 22,120.90
11	\$ 60,255.91	\$ 12,170.06	\$ 10,539.81	\$ 82,965.78	\$ 44,217.16	\$ 19,470.48	\$ 16,038.75	\$ 3,239.39
10	\$ 30,449.30	\$ 5,402.27	\$ 3,567.64	\$ 39,419.21	\$ 22,761.92	\$ 7,606.05	\$ 7,687.38	\$ 1,363.86
09	\$ 26,581.60	\$ 3,764.42	\$ 2,049.03	\$ 32,395.05	\$ 20,959.35	\$ 5,038.33	\$ 5,622.25	\$ 775.12
08	\$ 21,415.50	\$ 2,135.06	\$ 1,061.97	\$ 24,612.53	\$ 16,879.17	\$ 2,766.37	\$ 4,536.33	\$ 430.66
07	\$ 17,936.95	\$ 1,461.19	\$ 662.57	\$ 20,060.71	\$ 13,902.81	\$ 1,844.31	\$ 4,034.14	\$ 279.45
06	\$ 3,183.88	\$ 2,669.64	\$ 1,144.09	\$ 6,997.61	\$ 2,739.67	\$ 3,441.24	\$ 444.21	\$ 372.49
05	\$ 2,737.95	\$ 2,618.57	\$ 926.56	\$ 6,283.08	\$ 2,352.46	\$ 3,177.32	\$ 385.49	\$ 367.81
04	\$ 1,763.99	\$ 1,860.94	\$ 723.40	\$ 4,348.33	\$ 1,494.90	\$ 2,300.12	\$ 269.09	\$ 284.22
03	\$ 1,562.87	\$ 1,844.19	\$ 681.41	\$ 4,088.47	\$ 1,313.85	\$ 2,231.76	\$ 263.94	\$ 293.84
02	\$ 1,457.01	\$ 1,901.95	\$ 503.55	\$ 3,862.51	\$ 1,442.09	\$ 2,385.33	\$ 4.00	\$ 20.17
01	\$ 1,346.57	\$ 1,911.49	\$ 488.36	\$ 3,746.42	\$ 1,342.57	\$ 2,394.23	\$ 9.38	\$ 5.62
00	\$ 1,391.44	\$ 2,123.76	\$ 519.78	\$ 4,034.98	\$ 1,382.06	\$ 2,631.20		\$ 12.34
99	\$ 1,306.05	\$ 2,168.04	\$ 521.11	\$ 3,995.20	\$ 1,306.05	\$ 2,689.15		
98	\$ 1,306.05	\$ 2,324.77	\$ 544.62	\$ 4,175.44	\$ 1,306.05	\$ 2,869.39		
97	\$ 54.07	\$ 91.67	\$ 17.76	\$ 163.50	\$ 51.26	\$ 104.92	\$ 2.81	\$ 4.51
96	\$ 16.05	\$ 32.42	\$ 7.27	\$ 55.74	\$ 16.05	\$ 39.69		
95	\$ 61.82	\$ 125.57	\$ 25.13	\$ 212.52	\$ 59.37	\$ 145.82	\$ 2.45	\$ 4.88
94	\$ 18.46	\$ 41.78	\$ 9.03	\$ 69.27	\$ 18.41	\$ 50.70	\$ 0.05	\$ 0.11
93	\$ 16.05	\$ 38.20	\$ 8.14	\$ 62.39	\$ 16.05	\$ 46.34		
92	\$ 16.75	\$ 41.88	\$ 8.80	\$ 67.43	\$ 16.75	\$ 50.68		
91	\$ 129.06	\$ 344.96	\$ 71.10	\$ 545.12	\$ 125.96	\$ 381.00	\$ 3.10	\$ 8.30
90	\$ 12.89	\$ 35.32	\$ 7.23	\$ 55.44	\$ 12.89	\$ 69.31		
89	\$ 13.26	\$ 37.92	\$ 7.68	\$ 58.86	\$ 13.26	\$ 45.60		
88 & prior								
Totals	\$ 887,091.47	\$ 133,000.69	\$ 62,820.71	\$ 1,082,912.87	\$ 667,995.68	\$ 166,237.73	\$ 219,095.79	\$ 29,583.67

**Lamar Consolidated ISD
Tax Collections
September 1, 2012-August 31, 2013
(Year-To-Date)**

Exhibit B

Year	Original Tax	Adjustments	Adjusted Tax	Taxes Paid	Penalty & Interest	Collection Fees	Total Payments	Total Taxes 6-30-13
12	\$ 136,145,655.46	\$ 5,659,105.85	\$ 141,804,761.31	\$ 139,810,507.23	\$ 508,545.19	\$ 93,421.36	\$ 140,412,473.78	\$ 1,994,254.08
11	\$ 1,526,426.10	\$ (67,534.99)	\$ 1,458,891.11	\$ 825,631.60	\$ 195,476.34	\$ 206,199.40	\$ 1,227,307.34	\$ 633,259.51
10	\$ 712,478.78	\$ 15,695.38	\$ 728,174.16	\$ 300,476.62	\$ 88,931.11	\$ 63,902.73	\$ 453,310.46	\$ 427,697.54
09	\$ 531,424.87	\$ 22,467.10	\$ 553,891.97	\$ 201,250.62	\$ 70,553.74	\$ 40,074.09	\$ 311,878.45	\$ 352,641.35
08	\$ 360,340.24	\$ 47,160.96	\$ 407,501.20	\$ 130,109.49	\$ 40,395.83	\$ 19,704.65	\$ 190,209.97	\$ 277,391.71
07	\$ 287,280.27	\$ 35,638.43	\$ 322,918.70	\$ 64,768.87	\$ 11,563.93	\$ 5,485.40	\$ 81,818.20	\$ 258,149.83
06	\$ 222,534.53	\$ 3,560.57	\$ 226,095.10	\$ 29,006.57	\$ 12,733.79	\$ 4,501.92	\$ 46,242.28	\$ 197,088.53
05	\$ 216,529.51	\$ 259.98	\$ 216,789.49	\$ 18,386.27	\$ 11,705.59	\$ 3,596.59	\$ 33,688.45	\$ 198,403.22
04	\$ 134,192.21	\$ (612.80)	\$ 133,579.41	\$ 12,009.12	\$ 8,279.59	\$ 2,547.47	\$ 22,836.18	\$ 121,570.29
03	\$ 121,282.11	\$ (48,003.80)	\$ 73,278.31	\$ 9,284.52	\$ 8,643.71	\$ 2,138.52	\$ 20,066.75	\$ 63,993.79
02	\$ 106,981.89	\$ (51,525.47)	\$ 55,456.42	\$ 8,901.38	\$ 9,195.97	\$ 1,909.37	\$ 20,006.72	\$ 46,555.04
01	\$ 83,228.49	\$ (34,508.67)	\$ 48,719.82	\$ 8,501.40	\$ 10,683.67	\$ 2,220.82	\$ 21,405.89	\$ 40,218.42
00	\$ 71,500.23	\$ (28,987.77)	\$ 42,512.46	\$ 8,712.19	\$ 11,977.53	\$ 2,449.37	\$ 23,139.09	\$ 33,800.27
99	\$ 68,463.25	\$ (24,541.91)	\$ 43,921.34	\$ 7,775.64	\$ 11,446.76	\$ 2,227.29	\$ 21,449.69	\$ 36,145.70
98	\$ 58,230.23	\$ (23,251.75)	\$ 34,978.48	\$ 7,443.17	\$ 11,699.46	\$ 2,189.59	\$ 21,332.22	\$ 27,535.31
97	\$ 52,779.15	\$ (21,668.15)	\$ 31,111.00	\$ 6,661.89	\$ 10,991.06	\$ 1,934.40	\$ 19,587.35	\$ 24,449.11
96	\$ 50,566.35	\$ (19,472.44)	\$ 31,093.91	\$ 5,005.93	\$ 9,120.60	\$ 1,734.54	\$ 15,861.07	\$ 26,087.98
95	\$ 39,898.13	\$ (10,254.92)	\$ 29,643.21	\$ 3,839.39	\$ 8,037.34	\$ 1,758.91	\$ 13,635.64	\$ 25,803.82
94	\$ 31,443.94	\$ (8,370.74)	\$ 23,073.20	\$ 3,566.46	\$ 7,951.43	\$ 1,727.47	\$ 13,245.36	\$ 19,506.74
93	\$ 29,766.02	\$ (14,717.24)	\$ 15,048.78	\$ 3,817.70	\$ 8,879.29	\$ 1,899.87	\$ 14,596.86	\$ 11,231.08
92	\$ 27,735.63	\$ (15,652.82)	\$ 12,082.81	\$ 4,218.61	\$ 10,371.05	\$ 2,182.25	\$ 16,771.91	\$ 7,864.20
91 & prior	\$ 30,008.31	\$ (3,786.72)	\$ 26,221.59	\$ 8,039.96	\$ 21,917.87	\$ 4,490.22	\$ 34,448.05	\$ 18,181.63
Totals	\$140,908,745.70	\$5,410,998.08	\$146,319,743.78	\$141,477,914.63	\$1,089,100.85	\$468,296.23	\$143,035,311.71	\$4,841,829.15

**LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
TAX COLLECTION ANALYSIS
PERCENT Y-T-D BY MONTH
FOR CURRENT LEVY ONLY**

MONTH	2012-13	2011-12	2010-11	2009-10	2008-09	2007-08	2006-07	2005-06	2004-05	2003-04	2002-03
SEPT	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
OCT	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.01%	0.0%
NOV	1.9%	2.6%	3.9%	1.9%	1.7%	2.8%	2.1%	1.0%	3.3%	4.0%	3.2%
DEC	33.1%	30.2%	33.3%	25.9%	35.4%	31.9%	29.7%	32.7%	16.8%	20.7%	16.9%
JAN	82.9%	82.3%	84.1%	80.7%	80.4%	59.6%	76.4%	73.6%	74.9%	69.0%	62.6%
FEB	95.5%	94.8%	94.3%	93.3%	92.8%	93.5%	93.3%	92.5%	92.3%	92.4%	91.7%
MAR	96.8%	96.4%	96.1%	95.0%	94.8%	95.1%	94.7%	94.3%	93.8%	94.0%	93.1%
APR	97.6%	97.1%	96.9%	96.0%	95.6%	95.9%	95.8%	95.2%	94.8%	94.9%	94.8%
MAY	98.1%	97.9%	97.6%	96.5%	96.4%	96.7%	96.5%	96.1%	95.5%	95.5%	95.5%
JUNE	98.6%	98.3%	98.2%	97.4%	97.2%	97.4%	97.3%	96.8%	96.4%	96.2%	96.3%
JULY		98.7%	98.6%	98.0%	97.9%	98.0%	97.8%	97.4%	97.1%	97.0%	96.9%
AUG		98.9%	98.8%	98.2%	98.2%	98.2%	98.2%	97.8%	97.5%	97.3%	97.3%

**LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
2012-13 TAX COLLECTIONS
AS OF JUNE 30, 2013**

TAX YEAR LCISD TAXES	SCHOOL YEAR	BUDGET AMOUNT	COLLECTIONS 6-30-13	% OF BUDGET COLLECTED
2012	2012-13	\$139,195,507	\$139,810,507	100.44%
2011 & Prior	2011-12 & Prior	\$2,300,000	\$1,667,407	72.50%
TOTAL		\$141,495,507	\$141,477,914	99.99%

**LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
TAX COLLECTION REPORT
AS OF JUNE 30, 2013**

Exhibit E

SCHOOL YEAR TAX YEAR	2007-08 2007	2008-09 2008	2009-10 2009	2010-11 2010	2011-12 2011	2012-13 2012
COLLECTION YEAR						
1 Orig. Levy	\$ 111,004,084	\$ 126,505,684	\$ 127,458,872	129,215,668	132,226,943	136,145,655
1 Collections	\$ 108,651,032	\$ 123,171,452	\$ 128,154,416	132,086,020	136,117,707	139,810,507
Adj. To Roll	\$ (362,468)	\$ (1,054,535)	\$ 2,995,248	4,579,622	5,417,190	5,659,106
2 Collections	\$ 1,347,912	\$ 1,484,532	\$ 1,349,141	1,050,557	825,632	
Adj. To Roll	\$ 27,409	\$ (65,264)	\$ (117,676)	53,764	(67,535)	
3 Collections	\$ 267,371	\$ 248,471	\$ 368,541	300,477		
Adj. To Roll	\$ 21,693	\$ 96	\$ 67,079	15,695		
4 Collections	\$ 136,983	\$ 223,830	201,251			
Adj. To Roll	\$ 54,869	\$ 102,644	22,467			
5 Collections	\$ 170,751	130,109				
Adj. To Roll	\$ 115,743	47,161				
6 Collections	\$ 64,769					
Adj. To Roll	\$ 35,638					
TOTAL:						
COLLECTIONS	\$ 110,638,817	\$ 125,258,394	\$ 130,073,349	\$ 133,437,053	\$ 136,943,339	\$ 139,810,507
ADJUSTED TAX ROLL	\$ 110,896,968	\$ 125,535,786	\$ 130,425,991	\$ 133,864,749	\$ 137,576,598	\$ 141,804,761
BALANCE TO BE COLLECTED	\$ 258,150	\$ 277,391	\$ 352,642	\$ 427,696	\$ 633,259	\$ 1,994,254
ADJ. TAXABLE VALUE	\$ 8,545,984,473	\$ 9,674,086,662	\$ 10,050,937,529	\$ 9,810,175,467	\$ 9,897,240,932	\$ 10,201,414,432
TOTAL % COLLECTIONS AS OF JUNE 30, 2013	99.8%	99.8%	99.7%	99.7%	99.5%	98.6%
TAX RATE	\$ 1.29765	\$ 1.29765	\$ 1.29765	1.36455	1.39005	1.39005

**INFORMATION ITEM: ENERGY MANAGEMENT QUARTERLY REPORT
January – May 2011, 2012, 2013**

In this quarter snapshot the District realized a decrease of 2,338,329 Kwh from the previous year. From the year 2011, we realized a decrease of 3,324,275 Kwh. The baseline does not include Adolphus Elementary, Ryon Middle School, and Satellite Transportation. These locations are still creating their first year base line.

The District is seeing a continual decrease in Kwh. The Quarterly Snapshot reflects that when all things are at a baseline, we are actually absorbing the Elementary, Middle School, and Satellite Transportation and decreasing the Kwh by an additional 1,321,358.

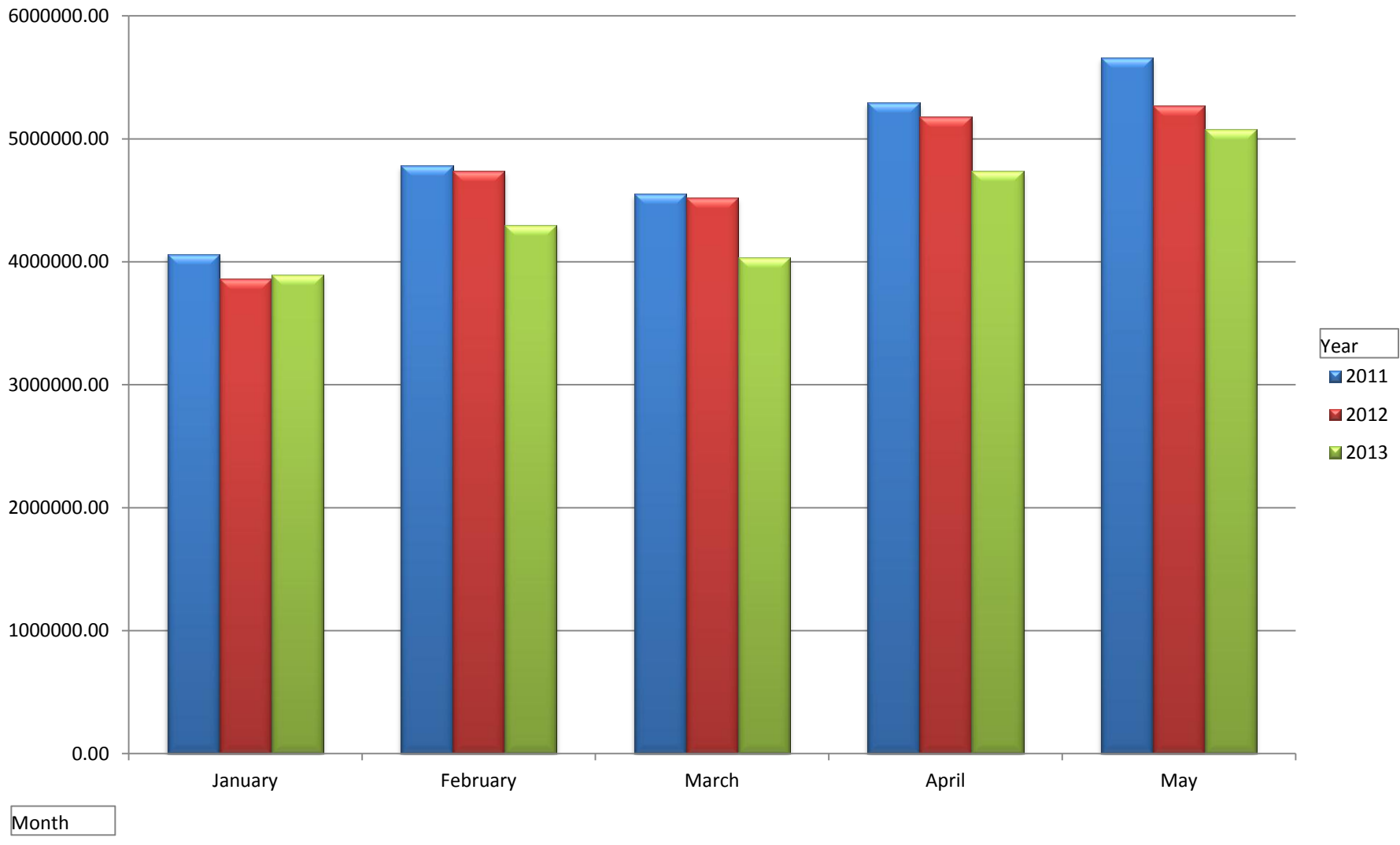
Full implementation of the Administrative Regulation for Energy Management is one of the contributing factors in our decrease of Kwh. This past fall a monthly “energy” newsletter was created and it is emailed out to all staff members during the school year. The newsletter contains bits of information on all of our utilities. It shares information on how you can save energy outside of the school setting.

To keep our District in a decreasing scenario, we continue to monitor all of our utilities day to day, and week to week. We continue to look for avenues to decrease Kwh.

Resource Person: J. Kevin McKeever, Administrator for Operations

Use

Lamar CISD - January - May 2011, 2012, 2013 School Year



**Lamar CISD
Quarterly Snapshot - Kwh Usage**

Use	Year		
Month	2011	2012	2013
January	4,063,270	3,863,004	3,895,493
February	4,781,907	4,740,456	4,298,593
March	4,553,056	4,522,058	4,036,177
April	5,294,148	5,181,919	4,740,468
May	5,662,198	5,268,829	5,076,544
Total Kwh	24,354,579	23,576,266	22,047,275
Adolphus Elementary		733	388,101
Ryon Middle School		1,076	382,150
Satellite Transportation		205,824	246,720
		207,633	1,016,971
		23,576,266	22,047,275
		-207,633	-1,016,971
Base Line	24,354,579	23,368,633	21,030,304

**Lamar CISD
Electrical Kwh Usage
January - May 2011, 2012, 2013**

Total Use	Year		
Building	2011	2012	2013
1621 Place	31,385	28,375	24,284
Alternative Learning Center	147,456	146,688	126,336
Austin Elementary	346,560	325,824	298,944
Beasley Elementary	285,120	285,120	261,120
Bowie Elementary	404,736	393,024	330,048
Briscoe Junior High	1,513,920	1,532,280	1,140,243
Campbell Elementary	613,661	608,143	540,586
Dickinson Elementary	456,768	437,184	387,648
Foster High School	1,462,406	1,389,925	1,269,599
Frost Elementary	545,792	503,241	445,737
Huggins Elementary	494,299	431,732	426,313
Jackson Elementary	438,246	428,714	361,417
Lamar High School	3,888,798	3,782,984	3,351,573
Meyer Elementary	416,247	387,160	355,313
Navarro Middle School	456,000	418,944	374,976
Pink Elementary	529,410	513,592	425,786
Seguin Elementary	307,445	268,525	270,652
Smith Elementary	439,104	316,416	214,080
Taylor Ray Elementary	493,344	443,232	419,616
Terry High School	1,614,553	1,520,528	1,412,313
Travis Elementary	523,008	487,680	415,104
Williams Elementary	491,136	517,248	416,256
Lamar Junior High	0	0	0
Natatorium	164,764	112,353	133,054
Brazos Crossing	358,080	246,480	269,184
Hutchinson Elementary	533,980	515,250	473,243
George Ranch High School	2,158,994	2,157,536	1,982,182
Hubenak Elementary	328,128	348,288	354,048
Thomas Elementary	399,360	410,112	397,440
Jane Long Elementary-UD	623,994	600,812	567,347
George Junior High	986,428	870,284	909,513
Wessendorff Middle School-UD	408,366	392,650	334,419
Band Road-UD	39,489	51,006	45,944
Terry High School - Field House-UD	140,736	149,760	140,928
Velasquez Elementary-UD	543,153	534,261	524,474
McNeil Elementary-UD	567,499	565,728	476,308
Wertheimer Middle	377,664	413,376	352,896
Staff Development Center-UD	25,760	33,200	31,960
Reading Junior High-UD	667,359	638,665	628,115
Powell Point	131,431	162,313	141,305
Satellite Transportation		205,824	246,720
Ryon Middle School		1,076	382,150
Adolphus Elementary		733	388,101
	24,354,579	23,576,266	22,047,275

INFORMATION ITEM: PAYMENTS FOR CONSTRUCTION PROJECTS

Below is a list of invoices that have been approved for payment.

BLS Construction (Ag Barn)	Application # 5	\$	20,650.00
Charlie Kalkomey Surveying (Lamar HS Baseball/Softball Complex)	Application # 1	\$	3,000.00
Durotech (2013 Misc. Renovations)	Application # 2	\$	248,831.58
Engineered Air Balance (Adolphus Elem #22)	Application # 5	\$	17,040.50
Engineered Air Balance (Polly Ryon Middle)	Application # 5	\$	20,878.50
Fieldturf USA (Traylor Stadium)	Application # 1	\$	253,406.51
Gilbane (2011 Bond Program)	Application # 14	\$	118,021.00
Gilbane (2011 Bond Program)	Application # 15	\$	82,551.00
PBK Architects (Adolphus Elem #22 – Phase 2)	Application # 14	\$	3,721.16
PBK Architects (George Ranch HS – Build Out)	Application # 13	\$	174.22
PBK Architects (Lamar HS Baseball/Softball Complex)	Application # 1	\$	12,375.00
PBK Architects (Lamar HS Baseball/Softball Complex)	Application # 2	\$	103,125.00
PBK Architects (Lamar HS Baseball/Softball Complex)	Application # 3	\$	79,500.00
PBK Architects (Lamar HS Baseball/Softball Complex)	Application # 4	\$	34,532.40

PBK Architects (Lamar HS Baseball/Softball Complex)	Application # 5	\$	1,443.60
PBK Architects (Lamar HS Baseball/Softball Complex - Reimb)	Application # 1	\$	198.00
PBK Architects (Lamar HS Baseball/Softball Complex - Reimb)	Application # 2	\$	5,381.21
PBK Architects (Lamar HS Baseball/Softball Complex - Reimb)	Application # 3	\$	5,433.65
PBK Architects (Natatorium #2)	Application # 6	\$	60,000.00
PBK Architects (Polly Ryon Middle – Phase 2)	Application # 13	\$	6,169.66
PBK Architects (Traylor Stadium)	Application # 6	\$	12,000.00
PBK Architects (Traylor Stadium Track & Turf)	Application # 3	\$	1,747.73
PBK Architects (Traylor Stadium Track & Turf - Reimbursables)	Application # 1	\$	140.94
Terracon (Jackson Elementary)	Application # 2	\$	1,555.00
Terracon (Terry HS)	Application # 2	\$	2,585.00
VLK Architects (Ag Barn)	Application # 3	\$	3,344.94
VLK Architects (Ag Barn –Reimbursables)	Application # 3	\$	587.11
VLK Architects (Misc. Renovations 2013)	Application # 2	\$	59,025.85
VLK Architects (Misc. Renovations 2013 - Reimbursables)	Application # 1	\$	21,649.92

Resource person: Kevin McKeever, Administrator for Operations

INFORMATION ITEM: REGION 4 – MAINTENANCE AND OPERATIONS UPDATE

This agenda item will be on the Board Agenda each month to provide updates on Region 4's progress with Maintenance and Operations. The following indicates action that has taken place since the last regular board meeting.

Work Request Summary for June 2013:

- The Department completed 1,216 requests with 40 new requests
- 37 were closed

Maintenance:

The Maintenance Department assisted by:

- Repairing the disposal backup in the kitchen at Pink Elementary
- Repairing a wire short for the air conditioning at Wertheimer Middle
- Providing a portable power station for two field days at Lamar Junior High
- Repairing the scoreboard in the gym at Briscoe Junior High
- Repairing the auditorium audio stage jacks at George Ranch High
- Repairing girls and boys dressing area lockers at Navarro Middle
- Replacing a fire alarm system pull station at Hubenak Elementary
- Responding to an after-hours fire alarm system trouble call at Bowie Elementary
- Repairing a window at Dickinson Elementary
- Beginning the pressure testing for the natural gas piping district-wide
- Repairing the lighting in the covered parking area at Transportation
- Repairing the scoreboard on the baseball field at George Junior High
- Replacing the auditorium audio stage amp and cordless microphone at Lamar Junior High
- Repairing a cabinet door and drawer locks at Thomas Elementary
- Replacing a fire alarm system pull station tamper cover at Huggins Elementary
- Repairing the fire alarm system dialer at Lamar High Field House
- Repairing a broken window at Bowie Elementary
- Unbolting bookcases from the wall to be removed by Distribution at Administrative Annex
- Repairing a leg on a teacher's desk at Campbell Elementary
- Replacing a ballast in a light fixture at Campbell Elementary
- Installing a paper towel dispenser in the clinic at Campbell Elementary
- Installing a piece of plywood in the top corner of the locker room at the Natatorium
- Repairing a bow in the ceiling Reading Junior High
- Installing doorstops for the custodial closets, and the storage rooms at the Ag Barn
- Repairing a cabinet at Campbell Elementary
- Installing a soap dispenser in a restroom at Jackson Elementary
- Installing a top for a cabinet at George Ranch High
- Installing a paper towel dispenser in a restroom at Williams Elementary

- Changing an ice machine water filter in the lounge at Jackson Elementary
- Repairing the front door to a portable at Meyer Elementary
- Straightening the speed bump sign at Reading Junior High
- Repairing a shower seat in a restroom at Lamar High Vocational
- Repairing the metal strip in a hallway at Lamar Junior High
- Replacing a vent cover on the roof at Lamar Junior High
- Repairing a module drawer in classroom B-107 at Lamar Junior High
- Repairing an entrance door to the Library at Lamar Junior High
- Securing a metal plate to the floor in classroom G-7 at Campbell Elementary
- Installing two spiral lamp bulbs in room 102 at the Administration Annex
- Replacing floor tiles in a classroom at Hubenak Elementary
- Moving shelves from an outside storage container to the art room at Foster High
- Repairing and painting a wall at Seguin Early Childhood Center
- Repairing broken ceramic floor tiles in the kitchen at Meyer Elementary
- Assembling metal shelving units at Hubenak Elementary
- Installing a total of 104 new soap dispensers throughout Lamar Junior High
- Hanging 91 back pack racks throughout Huggins Elementary
- Repairing a lab table drawer at George Junior High
- Replacing the missing tiles above the stove vents at George Junior High
- Installing a new pencil sharpener in a classroom at Frost Elementary
- Repainting a wall in office #208D at Brazos Crossing
- Removing flags and 60 banners at George Junior High
- Removing a drill press at Lamar High Vocational
- Repairing and painting the sheetrock in a classroom at Terry High
- Caulking the holes in the walls in the choir room at George Ranch High
- Replacing an ice machine filter at George Ranch High
- Replaced several pieces of VCT floor tiles at the Development Center
- Repairing the leg on a computer desk at Thomas Elementary
- Repairing a light fixture in a classroom at Reading Junior High
- Removing four bulletin boards at Smith Elementary
- Replacing a stained piece of carpet at Hubenak Elementary
- Repainting the exterior doors and frames on the playground side at Frost Elementary
- Repainting the four squares on the hard top area on the playground at Frost Elementary
- Re-gluing the vinyl in a hallway at Frost Elementary
- Replacing ceiling tiles in the boys locker room at Terry High
- Replacing a ballast in a light fixture in the gym area at Frost Elementary
- Assembling a paper rack in a workroom at Adolphus Elementary
- Mounting a metal strip on the floor in the administration area at Smith Elementary
- Replacing broken ceiling tiles in the gym at Hutchinson Elementary
- Replacing ceiling tiles in the hallway next to the auditorium at Foster High
- Coordinating the moving of portable buildings to Thomas Elementary
- Coordinating the moving of portable buildings to Hubenak Elementary
- Coordinating the interior/exterior painting of facilities district-wide

Custodial, Integrated Pest Control and Lawn Works:

The Operations Department assisted by:

- Removing debris from grounds area at Travis Elementary
- Beginning the summer cleaning process
- Sweeping all entrances at Travis Elementary
- Delivering tables to the library for a retirement party at Travis Elementary
- Dusting desks, walls, shelves, pictures, and counter tops at Brazos Crossing
- Moving recycle material to the outside bin at Brazos Crossing
- Opening up for the elevator technician at Brazos Crossing
- Delivering all old monitors, printers, screens, and overheads to room 109 at Lamar High
- Opening the cafeteria for an auto tech meeting at Lamar High
- Removing gum from desks at Lamar High
- Mowing district-wide
- Picking up chairs and tables from Beasley and George Ranch
- Delivering tables and chairs to Transportation and Smith
- Painting fields at Foster High for a semi-pro football game
- Welding a lock on a gate at Traylor Stadium
- Cutting and removing limbs from the grounds at Jane Long Elementary
- Mowing the inside of Traylor Stadium
- Removing a dead pine tree at Bowie Elementary
- Trimming trees at Smith Elementary
- Repairing a four inch water line at Terry High practice field
- Providing ant control for ALC, Hutchison, Hubenak, Jane Long, Wessendorff Middle, and Reading Junior High
- Removing a cat from the Ag Barn
- Providing rodent control for Lamar Junior and Development Center
- Removing a bat from George Junior High and Jane Long Elementary
- Scheduling Gillen's Pest Control services at: Austin, Bowie, Campbell, Dickinson, George Junior High, Hutchison, Powell Point, Thomas, Taylor Ray, Travis, Velasquez, Williams, and Band Road Warehouse

Resources: Kevin McKeever, Administrator for Operations
Aaron Morgan, Interim Director of Maintenance & Operations (Region 4)
Jeff Kimble, Assistant Director of Operations
James Carrillo, Assistant Director (Region 4)

July 2013



Transportation Satellite

2006 Bond Program Projects

Transportation Satellite Facility

- Projected close out for the Satellite Transportation is August 2013.

Transportation Satellite Secondary Drive

- Environmental study is complete.



Lamar HS Baseball/Softball

Lamar High School Baseball/Softball Complex

- Site has been cleared.
- Contractor is in the process of placing eight inch lifts for the ball fields and building pads.
- A project meeting is scheduled for July 17, 2013.
- LCISD, Gilbane, City of Rosenberg Manager and Design Engineer met on June 28, 2013 to discuss final routing of storm line.
- Contractor has mobilized to start installation of the 48" storm line on the east side of Herndon.

2011 Bond Program Projects

Agricultural Barn Renovations

- Project is substantially complete.
- Anticipated closeout is June 2013.

George Ranch High School Build-Out

- Project is complete.

Judge James C. Adolphus Elementary

- Network connection to the building is activated.
- Furniture delivery is in progress.
- Punch list item corrections are 90% complete.
- Substantial completion was issued May 31, 2013.



Judge James C. Adolphus ES



Miscellaneous Renovations / Bowie ES



Miscellaneous Renovations / George JHS



Miscellaneous Renovations / Jackson ES



Miscellaneous Renovations / Terry HS

Misc. Renovations - Terry HS, Lamar HS, George JHS, Jackson ES & Bowie ES

Terry High School:

- Plumbing and electrical rough in is 90% complete.
- Structural steel erection is complete.
- Fireproofing of new structure is complete.
- Lightweight roof deck has been poured.
- Asbestos abatement of flooring is complete.
- Patching and painting of classrooms is complete on the second floor.
- Framing is 90% complete in shop areas.
- Exterior CMU walls for addition are being constructed.
- Framing in the new journalism rooms is complete.
- Drywall in the journalism areas is ongoing
- Demo of walls in the new LGI is complete.
- Demo for new entry canopy is in progress.
- Promethean Boards are being re-installed in classrooms on 2nd floor.
- New casework for classrooms has been delivered.

Jackson Elementary:

- Structural steel erection is complete.
- Lightweight roof deck has been poured.
- Existing boiler has been removed.
- Electrical and plumbing rough in is ongoing.
- Demo of fritz tile flooring is complete.
- VCT installation is 50% complete.
- Exterior CMU walls are 85% complete.
- Demo is complete for new metal canopy.
- Wire is being pulled for new HVAC controls.

George Junior High:

- New pipe hangers have being installed.
- Asbestos abatement of pipe fittings is complete.
- Demo of existing ceilings is complete.
- Piping on the 1st floor is being cleaned & prepped.
- Piping in the gym area has been replaced and re-insulated. Expected startup of air for this portion of the building is July 8-13.
- Parking area lime stabilization is complete.
- Formwork for parking and drive areas is complete.

Bowie Elementary:

- Demo of existing casework is complete.
- New casework is being installed.
- Patching of walls is in progress.
- Excavation for new sidewalk is complete.
- New culverts have been installed for sidewalk.

Lamar High School:

- Canopy is being prepped for new paint.
- Fence demolition/replacement is in progress.
- Demo of exhaust system in auto shop is complete.



Polly Ryon Middle School

New Natatorium

- Design Team will meet on June 17, 2013 to review 95% construction design drawings.

Polly Ryon Middle School

- Piers have been poured for the traffic signal poles.
- Signal controller pad has been poured.
- Signal controller has been delivered to TxDOT for programming.
- Wired and wireless connections in the building are active.
- Substantial Completion was issued May 31, 2013.
- Punch list items are being addressed by the contractor.



Traylor Stadium Turf

Traylor Stadium Renovations

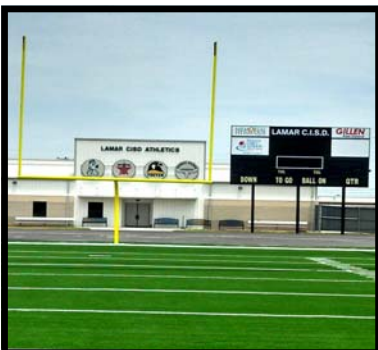
- Selection of new sound system was confirmed and submittal package is finalized.
- Scoreboard installation is complete.
- Electrical equipment installation is ongoing.
- Boring and installation of conduit is complete..
- Design Team met on July 01, 2013 for 75% review construction drawings for concessions, restrooms and ticket booths.



Traylor Stadium Track

Track & Turf:

- Turf installation is complete.
- Base and asphalt repairs are complete.
- Track delivery and installation is scheduled for the week of July 22, 2013.



Traylor Stadium Renovations

Bond Program Budget

EXECUTIVE REPORT				
	BUDGET	COMMITTED	UNCOMMITTED	PAID
NEW FACILITIES	\$51,095,099	\$29,941,268	\$21,153,831	\$25,691,413
LAND	2,700,000	11,200	2,688,800	11,200
TECHNOLOGY	21,168,000	0	21,168,000	0
TRANSPORTATION	6,100,779	5,263,874	836,905	2,323,468
EXISTING FACILITIES	23,791,755	10,194,317	13,597,438	3,317,002
MISCELLANEOUS	5,144,367	0	5,144,367	0
TOTAL	\$110,000,000	\$45,410,659	\$64,589,341	\$31,343,083

**INFORMATION ITEM: MULTI-YEAR CONTRACTS FOR WORKERS'
COMPENSATION EXCESS COVERAGE**

In July, 2012 The Board of Trustees approved a multi-year contract for the following insurance product:

- Workers' Compensation Excess coverage

The District's 2013-2014 premium will be renewed with Safety National Casualty Corporation at an annual cost of \$47,697. Although there was an increase in premium of less than \$.04/per \$100 payroll this plan year, market experts state that this was one of the lowest increases observed in this type of business. Since there are only two major companies in the market for this type of coverage and bidding is not required on premiums less than \$50,000 per Texas Education Code 44.031, it is in the best interest of the District to renew instead of going out for proposals. Safety National Casualty Corporation is rated A, XI by AM Best Company.

Submitted by: Dr. Kathleen Bowen, Executive Director of Human Resources
Trudy Harris, Assistant Director of Employee Services/Risk Mgmt.

**INFORMATION ITEM: MULTI-YEAR CONTRACTS FOR FLEET COVERAGE AND
GENERAL LIABILITY AND PROFESSIONAL LEGAL LIABILITY COVERAGE**

In July, 2010 The Board of Trustees approved multi-year contracts for the following insurance products with Texas Association of School Boards (TASB):

- Fleet coverage
- General Liability and Professional Legal Liability coverage

The District's 2013-2014 coverage will be renewed with Texas Association of School Boards (TASB) for Fleet and General/Professional Liability. The premium decreased from last year's coverage of \$160,049 to \$152,719 for the 2013-2014 plan coverage.

Submitted by: Dr. Kathleen Bowen, Executive Director of Human Resources
Trudy Harris, Assistant Director of Employee Services/Risk Mgmt.