

Regular  
Tuesday, November 28, 2017 7:00 PM

Administration Building  
400 East Loop 340  
Waco, TX 76705

## **Agenda**

- I. Roll Call, Establishment of Quorum, and Call to Order  
**Presenter:** Board President
- II. Opening Ceremony  
**Presenter:** Board President
- III. Consider Listing of Agenda Items  
**Presenter:** Board President
- IV. Recognition Items  
**Presenter:** Board President and Dr. Sharon M. Shields
  - IV.A. Outstanding Youth in Philanthropy Winners from LVISHPMC - Yissel Rodriguez, Delani Anderson and Galilea Villegas Chavez  
**Presenter:** Board President and Dr. Sharon M. Shields
  - IV.B. LVHS Fall Graduation (Followed by a 10-15 Minute Recess for Graduation Reception)  
**Presenter:** Board President and Dr. Sharon M. Shields
- V. Public Participation  
**Presenter:** Board President
- VI. Special Reports  
**Presenter:** Board President
  - VI.A. Superintendent's Report  
**Presenter:** Dr. Sharon M. Shields
    - VI.A.1. Student Enrollment Update  
**Presenter:** Dr. Sharon M. Shields
    - VI.A.2. Calendar of Events  
**Presenter:** Dr. Sharon M. Shields
    - VI.A.3. Leadership Team Times  
**Presenter:** Dr. Sharon M. Shields
    - VI.A.4. Board Goals Report  
**Presenter:** Dr. Sharon M. Shields
  - VI.B. Long Range Facilities Plan  
**Presenter:** Mr. Todd Gooden
- VII. Consider Consent Agenda Items  
**Presenter:** Board President
  - VII.A. Minutes for Meetings Held  
**Presenter:** Ms. Lori Mynarcik
  - VII.B. Monthly Tax Collection Recap and Report  
**Presenter:** Ms. Diane Roepke
  - VII.C. Budget Amendments  
**Presenter:** Ms. Diane Roepke
  - VII.D. Personnel Items

**Presenter:** Mr. Todd Gooden

VII.D.1. Personnel Resignations, Job Description(s) or Revisions to Job Description(s), and Paygrade Chart or Revisions to Paygrade Chart

**Presenter:** Mr. Todd Gooden

VII.E. Texas Association of School Boards (TASB) Localized Policy Manual Update 109

**Presenter:** Mr. Todd Gooden

VII.E.1. BBE (LOCAL) Board Members: Authority

**Presenter:** Mr. Todd Gooden

VII.E.2. CDA (LOCAL) Other Revenues: Investments

**Presenter:** Mr. Todd Gooden

VII.E.3. CKC (LOCAL) Safety Program/Risk Management: Emergency Plans

**Presenter:** Mr. Todd Gooden

VII.E.4. CNA (LOCAL) Transportation Management: Student Transportation

**Presenter:** Mr. Todd Gooden

VII.E.5. CO (LOCAL) Food Services Management

**Presenter:** Mr. Todd Gooden

VII.E.6. DF (LOCAL) Termination of Employment

**Presenter:** Mr. Todd Gooden

VII.E.7. DH (LOCAL) Employee Standards of Conduct

**Presenter:** Mr. Todd Gooden

VII.E.8. EHBAF (LOCAL) Special Education: Video/Audio Monitoring

**Presenter:** Mr. Todd Gooden

VII.E.9. EJ (LOCAL) Academic Guidance Program

**Presenter:** Mr. Todd Gooden

VII.E.10. FEA (LOCAL) Attendance: Compulsory Attendance

**Presenter:** Mr. Todd Gooden

VII.E.11. FFAA (LOCAL) Wellness and Health Services: Immunizations

**Presenter:** Mr. Todd Gooden

VII.E.12. FFF (LOCAL) Student Welfare: Student Safety

**Presenter:** Mr. Todd Gooden

VII.E.13. FFI (LOCAL) Student Welfare: Freedom from Bullying

**Presenter:** Mr. Todd Gooden

VII.E.14. GBAA (LOCAL) Information Access: Requests for Information

**Presenter:** Mr. Todd Gooden

VII.E.15. GKA (LOCAL) Community Relations: Conduct on School Premises

**Presenter:** Mr. Todd Gooden

VII.E.16. GKC (LOCAL) Community Relations: Visitors

**Presenter:** Mr. Todd Gooden

VII.E.17. GKE (LOCAL) Community Relations: Business, Civic, and Youth Groups

**Presenter:** Mr. Todd Gooden

VIII. Action and Discussion Items

**Presenter:** Board President

VIII.A. Monthly Budget Analysis Report

**Presenter:** Ms. Diane Roepke

VIII.B. Consider Teacher and Professional Employee Contract Recommendations

**Presenter:** Mr. Todd Gooden

VIII.C. 2018-2019 Official Ballot for the McLennan County Appraisal District  
Board of Directors Election

**Presenter:** Board President and Dr. Sharon M. Shields

VIII.D. Consider Official Invitation to the 2018 and 2019 Battle on the Border  
High School Football Showcase

**Presenter:** Dr. Sharon M. Shields

VIII.E. Board of Trustees Procedures Handbook

**Presenter:** Board President and Dr. Sharon M. Shields

IX. Closed Meeting

**Presenter:** Board President

X. Adjournment

**Presenter:** Board President

**ROLL CALL, ESTABLISHMENT OF QUORUM, AND CALL TO ORDER**

The meeting was called to order at \_\_\_\_\_ m.

Board of Trustees Members Present: \_\_\_\_\_

\_\_\_\_\_

Board of Trustees Members Absent: \_\_\_\_\_

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School Personnel Present: \_\_\_\_\_

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Others Present: \_\_\_\_\_

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**BOARD PRESIDENT:**

**THE OPENING CEREMONY CONSISTING OF THE PLEDGE OF ALLEGIANCE**

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

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



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



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

**APPROVE LISTING OF AGENDA ITEMS**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Dr. Sharon M. Shields and Board President

Background Information:

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

Fiscal Implication:

N/A

Administrative Recommendation:

N/A

Motion:

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Second:

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For:

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Against

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Abstain:

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**Long Range Facilities Plan**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Mr. Todd Gooden

Background Information:

Included are some of the future projects we are considering along with the current schedule, bid amounts (when available), and notes.

Fiscal Implication:

Varies by project

Administrative Recommendation:

No motion necessary

Motion:

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Second:

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For:

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Against:

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Abstain:

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**CONSENT AGENDA ITEMS**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

N/A

Background Information:

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

Fiscal Implication:

N/A

Administrative Recommendation:

N/A

Motion:

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Second:

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For:

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Against

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Abstain:

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**Approve Minutes for Meeting(s) Held**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Dr. Sharon M. Shields or Ms. Lori Mynarcik

Background Information:

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

Fiscal Implication:

None.

Administrative Recommendation:

Board review and approval.

Motion:

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Second:

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For:

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Against:

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Abstain:

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**Monthly Tax Collection Recap and Report**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Ms. Diane Roepke

Background Information:

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

Fiscal Implication:

N/A

Administrative Recommendation:

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

Motion:

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Second:

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For:

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Against:

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Abstain:

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**Consider Budget Amendments**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Ms. Diane Roepke

Background Information:

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

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

Fiscal Implication:

The budget amendments recommended are moving budget from one function to another. No overall increase in budget.

Administrative Recommendation:

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

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

For: \_\_\_\_\_

Against: \_\_\_\_\_

Abstain: \_\_\_\_\_

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**Monthly Budget Analysis Report**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Ms. Diane Roepke

Background Information:

The District compiles and reports revenue and expenditure data for all funds on a monthly basis. The attached monthly budget analysis reports compare year-to-date revenue and expenditures to the same period from last fiscal year. Monthly budget analysis reports are presented for the General Operating Fund; Child Nutrition Fund; and, Debt Service Fund. The August reports are unaudited and preliminary. There are entries that will need to be made that will adjust these numbers, ie. receivables, payables.

Fiscal Implication:

N/A

Administrative Recommendation:

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

Motion:

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Second:

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For:

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Against:

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Abstain:

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**Consider Teacher and Professional Employee Contract Recommendations**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Mr. Todd Gooden

Background Information:

The Board of Trustees of any independent school district may employ by contract a superintendent, a principal or principals, teachers, or other executive officers for a term not to exceed the maximum specified in this section. In those independent school districts with a scholastic population of fewer than 5,000, the term of such contracts shall not exceed three years. The personnel department, campus principals, and management teams interview and check references on each applicant who makes application to become a member of the staff of the La Vega Independent School District.

Fiscal Implication:

Personnel salaries are a budgeted item.

Administrative Recommendation:

Board approval of the contract recommendations as presented.

Motion:

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Second:

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For:

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Against:

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Abstain:

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**CLOSED MEETING**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Board President

Background Information:

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

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

Fiscal Implication:

N/A

Administrative Recommendation:

N/A

A closed meeting was declared:

\_\_\_\_\_ Beginning Time

\_\_\_\_\_ Date

\_\_\_\_\_ Sections of the Texas Government Code

\_\_\_\_\_ Ending Time

**ADJOURNMENT**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

For: \_\_\_\_\_

Against: \_\_\_\_\_

Abstain: \_\_\_\_\_

Date and Time: \_\_\_\_\_