

Board Workshop Agenda

Lake Travis Independent School District Board of Trustees

A meeting of the Board of Trustees of Lake Travis Independent School District will be held October 24, 2005, beginning at 6:30 PM in the Educational Development Center, Live Oak Room
607 RR 620 North
Austin, TX 78734.

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

1. Executive Session - Trustees will adjourn into Executive Session, as permitted under Government Code Section 551.072, Deliberation Regarding Real Property, a governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person and Government Code Section 551.074, Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
2. Audience Comments
3. Call To Order
4. Quorum Determination
5. Pledge of Allegiance and Moment of Silence - 7:00 p.m.
6. Superintendent's Report
7. October Students of the Month 3
8. Discussion and/or Action
 - A. Finance and Support Services
9. Executive Session
10. Elementary School Site
11. 2005-2006 Budget Amendments - General Fund 4
12. Lake Travis Elementary School Construction Credit 6
13. Hudson Bend Middle School Expansion - Phase I and Phase II 7
14. GMP for Hudson Bend Middle School Expansion - Phase I 10
15. Budget Amendments for 2001/2004 Bond Programs 12
16. Administration
 - A. Presentation by Congressman Lamar Smith's Office Regarding Hurricane Evacuation Efforts 32
17. Consent Agenda
 - A. List of Extra-Curricular P.E. Providers 33
 - B. Second Reading: Revisions to Local Policy FNG (Student Rights and Responsibilities: Student and Parent Complaints/Grievances) 35
18. August 2005 Financials - Statement of Revenues and Expenditures, Balance Sheet, Summary of Tax Collections, and Quarterly Investment Report 41
19. First Reading: Deletion of Local Policy BG (Board Self-Evaluation) 48

20. Second Reading: Revisions to Local Policy FL (Student Records)	50
21. Second Reading: Revisions to Local DGBA (Personnel Management-Relations: Employee Complaints/Grievances)	54
22. Second Reading: Revisions to Local Policy GF (Public Complaints)	60
23. Minutes of September 12 Board Meeting, September 20 Special Called Meeting, September 26 Special Called Meeting, September 26 Board/Superintendent Conference, October 3 Board Workshop	66
24. Upcoming Meetings	
A. November 14, 2005, 7:00 p.m., Board Meeting, Administration Board Room	
B. December 19, 2005, 7:00 p.m., Board Meeting, Location TBD	
25. December 5, 2005, 6:00 p.m., Board Workshop, Location TBD	
26. December 7, 2005, 6:00 p.m., Board/Superintendent Summative Conference, Location TBD	
27. Adjournment	

October Students of the Month

- Bee Cave Elementary School – Adele Freeman, 2nd Grade
Parents: Todd & Linda Freeman
- Lakeway Elementary School - Tim Osburn, 5th Grade
Parents: Tim & Melinda Osburn
- Lake Pointe Elementary School - Andrew Pyle, 4th Grade
Parents: Jim & Melissa Pyle
- Lake Travis Elementary School- Nicholas Rodriguez, 4th Grade
Parents: Jesse & Kathleen Rodriguez
- Lake Travis Middle School - Travis Bauer, 7th Grade
Parents: Kimberley & Rita Bauer
- Hudson Bend Middle School - Karly Petticrew, 7th Grade
Parents: Jody & Walter Petticrew
- Lake Travis High School - Joe "Mike" Coronado, 12th Grade
Parents: Richard and Tammy Galbraith

Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738
512.533.6019 (phone) · 512.533.6003 (fax)
www.laketravis.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	2004-05 Budget Amendments
RECOMMENDED ACTION	Approval
RATIONALE	To reflect economic activity related to the finances of the school district.
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	Amends 2004-05 budget
RESOURCE PERSONNEL	Bob Hart 533-6016
MEETING DATE	August 22, 2005



LAKE
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LAKE TRAVIS ISD
2005-06 Budget Amendments
October 24, 2005

			Current Budget	Requested Amendment	Amended Budget
General Fund					
<u>Revenues</u>					
1	199 00 7915	Operating Transfers-In	0	580,000	580,000
2	199 00 5811	State Available School Fund	1,650,000	(150,000)	1,500,000
Revenues Amendment			1,650,000	430,000	2,080,000
 <u>Expenditures</u>					
3	199 11 6119	Teacher Salaries	14630187	40,000	14,670,187
4	199 11 6398	Supplies for Institutes	100,000	(80,000)	20,000
5	199 11 6321	Textbooks	21,000	(21,000)	0
6	199 11 6398	Fine Arts - Equipment	27,000	(27,000)	0
7	199 12 6396	Library Books	20,096	(20,096)	0
8	199 41 6119	Administrative Salaries	506,305	(37,349)	468,956
9	199 81 6XXX	Facilities Department	92,651	(92,651)	0
10	199 91 6224	State Recapture Payment	24,579,000	(110,000)	24,469,000
Expenditure/Other Uses Amendments			25,346,052	(388,096)	24,957,956
11	199 00 3600	General Fund Balance	9,491,907	818,096	10,310,003

Justifications

- 1 Reimbursements to the General Fund from the 2006 Bond Program
- 2 Adjustment by state legislature in Available School Fund due to lack of state appropriations
- 3 Elementary teaching position previously approved by board. Formalized by this amendment.
- 4-9 Reduction in current budget for items to be expended through the 2006 bond program.
- 10 Reduction in state recapture as a result of higher than projected enrollment.
- 11 Impact on fund balance

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Lake Travis Elementary School Construction Credit
RECOMMENDED ACTION	Approval
RATIONALE	The hail storm that occurred on March 25, 2005 caused minor surface dimpling of the metal roof on the Lake Travis Elementary School project. The roof panels and their surface coating received no structural damage. Due to the slope of the roof and the height of the building, the appearance of the roof from the ground is not impacted. The contractor is offering a construction credit of \$139,117 for LTISD to accept the roof and provide the contractor with a release for any future failures that might occur in the surface panels and coating system that are directly attributable to this specific hail storm. Acceptance of this construction credit in exchange for the stipulated release is recommended.
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	See Budget Amendments
RESOURCE PERSONNEL	Jim Ratcliff 533-6026
MEETING DATE	October 24, 2005



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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Hudson Bend Middle School Expansion – Phases 1 and 2
RECOMMENDED ACTION	Provide information
RATIONALE	<p>The Hudson Bend Middle School Expansion Project is broken down into two phases:</p> <p>Phase 1 of the project includes initial site layout, earthwork, retaining walls, drainage and water quality structures, concrete walks/drives, fencing, electrical service for the irrigation controllers, a six lane running track and grass and irrigation for the football field. Construction on Phase 1 is scheduled to begin in November, 2005 and be completed in February, 2006.</p> <p>Phase 2 of the project includes additions and renovations to the building and parking areas to increase this facility's capacity to 900 students, the addition of 500 bleacher seats, lighting and a concession/restroom facility to the football field, and final site drainage and water quality components. Construction on Phase 2 is scheduled to begin in March, 2006 and be completed in Fall, 2006.</p> <p>Please see the site plan provided for a graphic overview of this project.</p>
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	Please refer to the budget breakdown provided.
RESOURCE PERSONNEL	Jim Ratcliff 533-6026
MEETING DATE	October 24, 2005

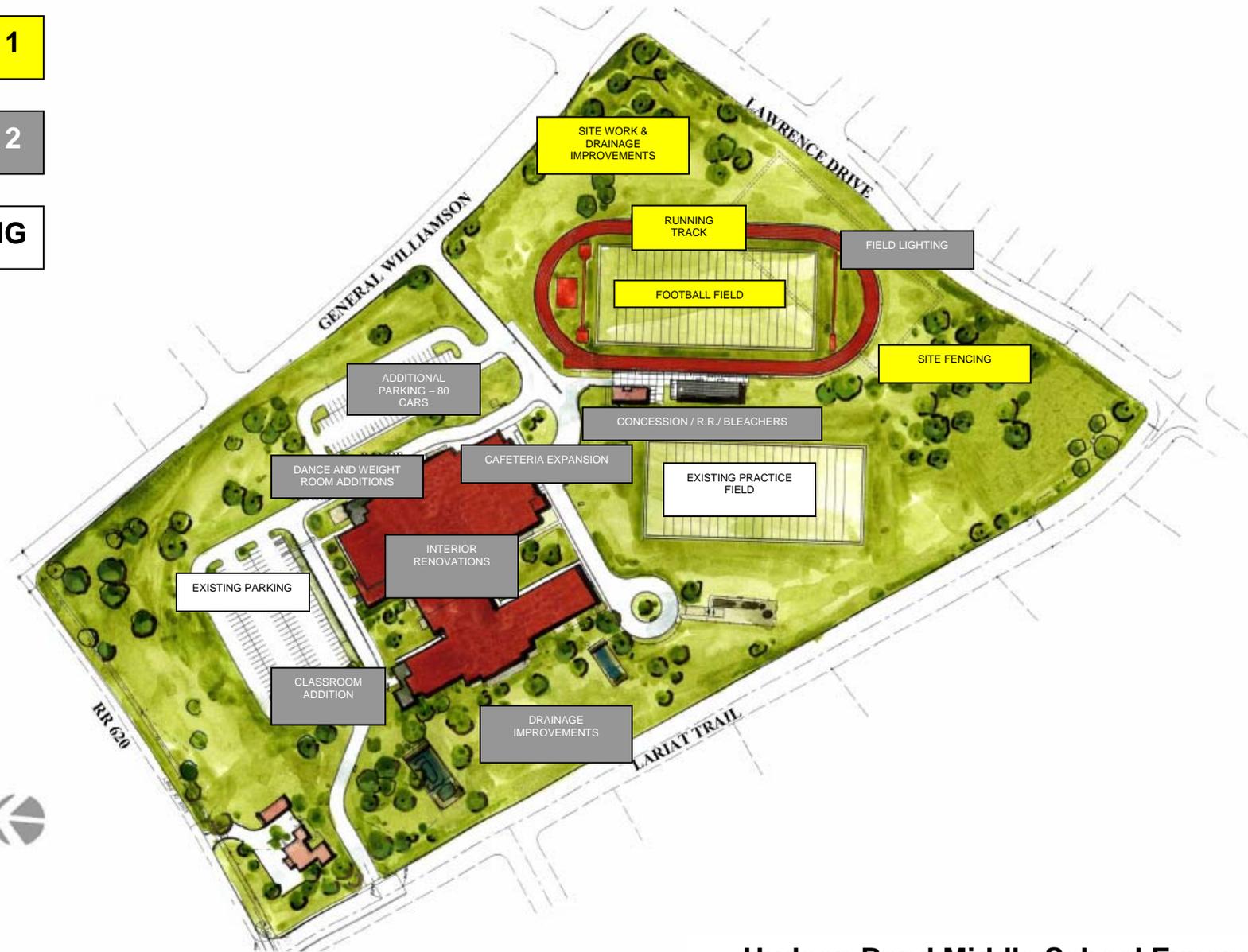


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PHASE 1

PHASE 2

EXISTING



**Hudson Bend Middle School Expansion
Phases 1 & 2**



FIELDS & ASSOCIATES ARCHITECTS

1101 S. Capitol of Texas Hwy., Bldg. A, Suite 101, AUSTIN, TEXAS 78746
tel: 512-327-8444 fax: 512-327-7998 web: www.fields-arch.com

Hudson Bend Middle School Expansion - Phases 1 & 2			
Budgets			
PROJECT COMPONENT	PHASE 1	PHASE 2	TOTALS - PH 1 & 2
Track	\$ 225,000		
Turf and irrigation for football field	\$ 255,448		
Earthwork and site layout	\$ 248,578		
Fencing - base bid	\$ 6,550		
Concrete walks and drives	\$ 29,973		
Retaining walls	\$ 41,498		
Electrical - power to irrigation controller	\$ 5,000		
Site utilities - including storm drainage	\$ 100,039		
Subtotal	\$ 912,086		
CM's contingency	\$ 10,000		
Owner's contingency	\$ 10,000		
General conditions, bond, insurance and fee	\$ 74,961		
Subtotal	\$ 1,007,047		
Alternate bid for fence full track perimeter	\$ 22,300		
Total GMP	\$ 1,029,347		
Building expansion and renovations		\$ 1,225,885	
Parking lot expansion		\$ 214,211	
Concrete walks		\$ 36,876	
Fencing and gates		\$ 32,277	
500 bleacher seats with ramps		\$ 61,500	
Concession and restrooms		\$ 289,293	
Field lighting		\$ 139,865	
Site work and drainage improvements		\$ 87,000	
Total GMP		\$ 2,086,907	
Related costs (fees, FF&E, permits, surveys, etc.)	\$ 115,524	\$ 542,596	
LTISD project management		\$ 22,440	
Total Project Budget	\$ 1,144,871	\$ 2,651,943	\$ 3,796,814
Funding Source			
2006 Bond Fund	\$ 443,893	\$ 2,652,569	\$ 3,096,462
2004 Bond Fund - allocated for HBMS Track	\$ 286,000		\$ 286,000
2004 and 2001 Bond Funds - Favorable Variance	\$ 414,352		\$ 414,352
Totals	\$ 1,144,245	\$ 2,652,569	\$ 3,796,814

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	GMP – Hudson Bend Middle School Expansion – Phase 1
RECOMMENDED ACTION	Approval
RATIONALE	<p>American Constructors' proposed Guaranteed Maximum Price (GMP) for Phase 1 of the Hudson Bend Middle School Expansion is \$1,029,347. This phase of the project includes initial site layout, earthwork, retaining walls, drainage and water quality structures, concrete walks/drives, fencing, electrical service, a six lane running track and grass and irrigation for the football field.</p> <p>This initial phase of this project will be followed by Phase 2 which will include additions and renovations to the building and parking areas to increase this facility's capacity to 900 students, and the addition of 500 bleacher seats, lighting and a concession/restroom facility to the football field.</p>
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	See Budget Amendments
RESOURCE PERSONNEL	Jim Ratcliff 533-6026
MEETING DATE	October 24, 2005



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Hudson Bend Middle School Expansion - Phase 1

GMP Summary

10/19/2005

	GMP
Track	225,000
Turf & Irrigation for Football Field	255,448
Earthwork & Surveying	248,578
Fencing	6,550
Concrete Walks and Drives	29,973
Retaining Walls	41,498
Electrical - power to irrigation controller	5,000
Site Utilities - including storm drainage	100,039
	<hr/> 912,086
LTISD Contingency/Betterment	10,000
Construction Contingency	10,000
Gen Cond, Bond, Ins, Fee	74,961
	<hr/>
GMP Total	1,007,047
Alternate Fencing	22,300
complete the enclosure of the track with 4' high chain link fence	
	<hr/>
GMP Total including alternate fencing	1,029,347

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	2001 and 2004 Bond Program Budget Amendments
RECOMMENDED ACTION	Approval
RATIONALE	<p>The proposed amendments reflect updates in the bond program.</p> <p>2001 Bond Program – reflects reduction in estimated land costs (\$55,000) and increases in EDC FF&E (\$30,000), consultants (\$5,000), HBMS Phase I (\$43,000) and additional interest revenue (\$ 10,000). Net impact reflects an available fund balance of \$38,580. See attached schedule.</p> <p>2004 Bond Program – reflects changes in project costs as the bond program nears completion. In addition, the amendments include the construction credit (LTES), reimbursement from 2006 bonds for portable relocation, additional interest earnings, and an estimated higher cost of wastewater (due to fewer participants, shared costs will be higher). Net impact reflects an available fund balance of \$ 0. See attached proposed budget amendment schedule.</p> <p>This provides the funding for the 2004 HBMS Phase I, without use of the general fund or any outside sponsorships. The 2006 HBMS Phase I will be presented to the Board of Trustees at a future meeting.</p>
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	Construction Funds
RESOURCE PERSONNEL	Bob Hart 533-6016
MEETING DATE	October 24, 2005



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Lake Travis ISD
 2001 Bond Program
 August 31, 2005

General Description	Original Budget	Amended Budget	Expended To Date	Balance to Complete Projects
District Improvements/Reimb.	0	1,777,486	1,486,721	290,765
Lake Pointe Elementary	10,275,000	8,550,339	8,550,339	0
Land Purchases	2,000,000	1,946,973	1,202,598	744,374
Technology	1,265,000	1,439,427	1,439,427	0
Walks/Playfields	200,000	220,546	220,546	0
Improved Security/Traffic Flow	60,000	115,523	115,523	0
Energy/Flooring	635,000	768,984	768,984	0
Roofing and Flashing	115,000	87,060	87,060	0
Portable Relocation	130,000	129,329	129,329	0
Bond Issuance	120,000	131,118	131,118	0
TOTAL	14,800,000	15,166,785	14,131,645	1,035,139

	Original Budget	Amended Budget	Revenues to Date	Balance
Other Resources	0	405,365	398,910	6,455

The 'Balance to Complete Projects' column reflects the necessary funding to finish the first phase of construction of the Educational Development Center and the purchase of land for an elementary school.

Lake Travis ISD - 2001 Bond Program

Sub-Object	General Description	Closed	Original Budget	Bond Approval Forms	2000-01 Expenditures	2001-02 Expenditures	2002-03 Expenditures	2003-04 Expenditures	2004-05 Expenditures	2005-06 Expenditures	Encumbr.
00	District Improvements/Reimb G.F.		0.00	1,894,162.00	41,100.60	583,228.09	260,749.89	44,407.21	557,235.21	0.00	50,989.80
10	Lake Pointe Elementary	C	10,275,000.00	8,618,869.00	2,639,274.11	5,830,186.94	67,825.57	13,052.83	0.00	0.00	0.00
20	Land Purchases		2,000,000.00	1,970,000.00	506,262.89	645,710.00	0.00	0.00	47,625.51	3,000.00	0.00
30	Technology	C	1,265,000.00	1,506,722.00	158,272.31	1,014,694.88	216,846.87	49,612.48	0.00	0.00	0.00
40	Walks/Playfields	C	200,000.00	229,614.00	208,842.04	11,703.86	0.00	0.00	0.00	0.00	0.00
50	Improved Security/Traffic Flow	C	60,000.00	126,025.00	53,419.00	5,032.45	57,071.50	0.00	0.00	0.00	0.00
60	Energy/Flooring	C	635,000.00	798,916.00	325,715.34	236,988.10	206,280.63	0.00	0.00	0.00	0.00
70	Roofing and Flashing	C	115,000.00	89,965.00	0.00	80,231.58	6,828.00	0.00	0.00	0.00	0.00
80	Portable Relocation	C	130,000.00	130,200.00	49,463.43	4,865.90	0.00	75,000.00	0.00	0.00	0.00
90	Bond	C	120,000.00	134,000.00	131,118.18	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL		14,800,000.00	15,498,473.00	4,113,467.90	8,412,641.80	815,602.46	182,072.52	604,860.72	3,000.00	50,989.80

Balance Based on Original BAF	-698,473.00
Interest	405,365.05
Favorable Variances	331,688.32
Available Resources	38,580.37

10/21/2005 10:09

Sub-Object	General Description	Closed	Total Commitment	Bond Approval Form Less Total Commitment	Original Budget Less Total Commitment	Original Budget Less Bond Approval Forms
00	District Improvements/Reimb G.F.		1,486,721.00	407,441.00	(1,486,721.00)	(1,894,162.00)
10	Lake Pointe Elementary	C	8,550,339.45	68,529.55	1,724,660.55	1,656,131.00
20	Land Purchases		1,202,598.40	767,401.60	797,401.60	30,000.00
30	Technology	C	1,439,426.54	67,295.46	(174,426.54)	(241,722.00)
40	Walks/Playfields	C	220,545.90	9,068.10	(20,545.90)	(29,614.00)
50	Improved Security/Traffic Flow	C	115,522.95	10,502.05	(55,522.95)	(66,025.00)
60	Energy/Flooring	C	768,984.07	29,931.93	(133,984.07)	(163,916.00)
70	Roofing and Flashing	C	87,059.58	2,905.42	27,940.42	25,035.00
80	Portable Relocation	C	129,329.33	870.67	670.67	(200.00)
90	Bond	C	131,118.18	2,881.82	(11,118.18)	(14,000.00)
	TOTAL		14,131,645.40	1,366,827.60	668,354.60	(698,473.00)

Program	BAF		AMOUNT	FY 00-01	FY 01-02	FY 02-03	FY 03-04	FY 04-05	FY 05-06	BALANCE	ENCUMB.	BALANCE	Closed	Available
00	211	Hexagon Shade areas and picnic tables -HS	23,000.00	21,089.07	1,725.00					185.93		185.93	C	185.93
	212	Upgrades in football fieldhouse and HS gyms	22,000.00	20,011.53	777.14					1,211.33		1,211.33	C	1,211.33
	213	-		0.00	0.00					0.00		0.00	C	0.00
	214	-	0.00	0.00	0.00					0.00		0.00	C	0.00
	219	Three shade covers and picnic tables	20,000.00	0.00	19,533.01					466.99		466.99	C	466.99
	223	Fence upper parking lot for bus parking	9,000.00	0.00	8,790.16					209.84		209.84	C	209.84
	225	Baseball field renovation	49,500.00	0.00	49,500.00					0.00		0.00	C	0.00
	235	Practice fields, fire alarm, restrooms	105,000.00		34,926.53	58,365.00				11,708.47		11,708.47	C	11,708.47
	239	LTHS water penetration repairs	232,061.00		119,676.12	112,384.36				0.52		0.52	C	0.52
	243	Conference Room Admin Building	4,050.00			4,049.83				0.17		0.17	C	0.17
	244	Fans and Dehumidifiers	7,750.00			7,336.00				414.00		414.00	C	414.00
	245	2002 Summer Projects	30,000.00			23,063.99				6,936.01		6,936.01	C	6,936.01
	247	2003 Summer Projects	145,500.00			55,550.71	828.12			89,121.17		89,121.17	C	89,121.17
	402	Bond related exp., prior yr Gen Fund reimb.	325,000.00	0.00	325,000.00					0.00		0.00	C	0.00
	404	LTHS Band Field- Arch Svs	23,301.00		23,300.13					0.87		0.87	C	0.87
	251	LTMS Parking Improvement	30,000.00				29,079.09			920.91		920.91	C	920.91
	252	Land - Professional Services	20,000.00				14,500.00			5,500.00		5,500.00	C	5,500.00
+5,000	504	Building 100 Renovation Planning Costs	145,000.00					117,639.00		27,361.00		27,361.00		
+30,000	505	Building 100 Renovation - Construction	660,000.00					439,596.21		220,403.79	50,989.80	169,413.99		
+43,000	506	HBMS PHASE I	43,000.00							43,000.00		43,000.00		
		Total District Improvements	1,894,162.00	41,100.60	583,228.09	260,749.89	44,407.21	557,235.21	0.00	407,441.00	50,989.80	356,451.20		
10	101	LPE Design/Survey - F & A	565,500.00	452,400.00	113,100.00					0.00		0.00	C	0.00
	102	Project Mgmt - SOC	150,000.00	88,000.00	57,000.00	5,000.00				0.00		0.00	C	0.00
	103	Geo Technical HBC Engr.	5,500.00	5,500.00						0.00		0.00	C	0.00
	104	Environmental Assessment - Horizon	3,200.00	3,200.00						0.00		0.00	C	0.00
	105	Misc Permitting Fees	5,000.00	1,180.34	2,889.00					930.66		930.66	C	930.66
	106	Masonry Design Analysis - C Beall	12,500.00	0.00	11,125.00					1,375.00		1,375.00	C	1,375.00
	107	Material Testing - HBC Engr	24,999.00	5,948.00	18,422.10					628.90		628.90	C	628.90
	108	Printing Documents - A1	19,500.00	17,634.29	267.30					1,598.41		1,598.41	C	1,598.41
	109	*Construction - American Constructors	6,820,000.00	2,004,427.24	5,146,635.76		6,128.00			-337,191.00		-337,191.00	C	-337,191.00
	110	Move cable - Time Warner	5,000.00	4,818.00						182.00		182.00	C	182.00
	111	Move powerline - City of Austin	55,000.00	53,166.24						1,833.76		1,833.76	C	1,833.76
	112	Engineering for LCRA irrigation supply	10,000.00	0.00						10,000.00		10,000.00	C	10,000.00
	113	Modify manholes - COA	5,000.00	3,000.00						2,000.00		2,000.00	C	2,000.00
	114	*Construction - CO #1 - American	85,794.00							85,794.00		85,794.00	C	85,794.00
	115	Water/Wastewater connections	0.00							0.00		0.00	C	0.00
	116	Reimb from SWTC to LTISD for wastewater	-28,105.00		-28,105.00					0.00		0.00	C	0.00
	117	*Construction - CO #3 - American	57,154.00							57,154.00		57,154.00	C	57,154.00
	118	*Landscape/Irrigation Changes - American	0.00							0.00		0.00	C	0.00
	119	*Construction - CO #4 - American	62,498.00							62,498.00		62,498.00	C	62,498.00
	120	Testing & Balancing - Air Technologies	0.00							0.00		0.00	C	0.00
	121	*Construction - CO #6	8,839.00							8,839.00		8,839.00	C	8,839.00
	122	*Construction - CO #6	13,987.00							13,987.00		13,987.00	C	13,987.00
	123	*Construction- PRs - CO #2	-2,437.00							-2,437.00		-2,437.00	C	-2,437.00
	124	*Construction- PRs - CO #5	4,155.00							4,155.00		4,155.00	C	4,155.00
	125	*Construction- PRs	6,245.00							6,245.00		6,245.00	C	6,245.00
	126	Misc LPES - odds and ends	25,000.00		20,579.97	919.00	969.90			2,531.13		2,531.13	C	2,531.13
	127	LCRA water meter/service fees	44,105.00		38,105.00	1,466.79				4,533.21		4,533.21	C	4,533.21
	128	*American Constructors- CO #7	60,538.00							60,538.00		60,538.00	C	60,538.00
	129	*American Constructors-Bonus CO #7	30,000.00							30,000.00		30,000.00	C	30,000.00
	130	Landscaping Services-Wineroud Assoc.	3,076.00			3,075.03				0.97		0.97	C	0.97
	131	LPES Civil Design - Malone Wheeler	17,122.00			17,064.00				58.00		58.00	C	58.00
	132	*LPES Yard drains	4,290.00							4,290.00		4,290.00	C	4,290.00
	133	*American Constr. - CO #8 Retention Pond	6,128.00							6,128.00		6,128.00	C	6,128.00
	134	ADA Inspection - F&A	633.00			633.50				0.50		0.50	C	0.50
	240	Retention Pond Fencing	13,000.00			10,910.00				2,090.00		2,090.00	C	2,090.00
4	304	Technology/Telephone Systems	168,893.00		168,892.97					0.03		0.03	C	0.03

Program	BAF		AMOUNT	FY 00-01	FY 01-02	FY 02-03	FY 03-04	FY 04-05	FY 05-06	BALANCE	ENCUMB.	BALANCE	Closed	Available
70	222	Waterproofing/thru wall flashing HS,LTE, Adm	19,200.00	0.00	19,135.58					64.42		64.42	C	64.42
	230	Recoat Admin Bldg roof	16,950.00		16,950.00					0.00		0.00	C	0.00
	236	LTHS roof repair	2,815.00		2,815.00					0.00		0.00	C	0.00
	237	LTES roof upgrade	43,000.00		41,331.00					1,669.00		1,669.00	C	1,669.00
	242	Seal Penetrations - LTHS Fieldhouse	8,000.00			6,828.00				1,172.00		1,172.00	C	1,172.00
		Total Roofing and Flashing	89,965.00	0.00	80,231.58	6,828.00	0.00	0.00	0.00	2,905.42	0.00	2,905.42		
80	207	Move 3 double portables to BCES	18,000.00	18,000.00						0.00		0.00	C	0.00
	208	Electric power to portables at BCES	6,000.00	4,833.00	470.90					696.10		696.10	C	696.10
	210	Decking, ramping, skirting portables	25,000.00	24,977.49						22.51		22.51	C	22.51
	216	Portable furniture and storage cabinets	1,700.00	1,652.94						47.06		47.06	C	47.06
	218	Wire portables to the existing intercom	2,000.00		1,935.00					65.00		65.00	C	65.00
	224	Exterior fire horns for BCE portables	1,200.00		1,200.00					0.00		0.00	C	0.00
	226	Gutter replacement on BCE portables	1,300.00		1,260.00					40.00		40.00	C	40.00
	248	Move 6 portables to LWES	75,000.00				75,000.00			0.00		0.00	C	0.00
		Total Portable Location	130,200.00	49,463.43	4,865.90	0.00	75,000.00	0.00	0.00	870.67	0.00	870.67		
90	401	Bond issuance costs	134,000.00	131,118.18	0.00					2,881.82		2,881.82	C	2,881.82
		Total Bond Issue Costs	134,000.00	131,118.18	0.00	0.00	0.00	0.00	0.00	2,881.82	0.00	2,881.82		
		GRAND TOTAL	15,498,473.00	4,113,467.90	8,412,641.80	815,602.46	182,072.52	604,860.72		1,366,827.60	50,989.80	1,315,837.80		331,688.32

PROPOSED BUDGET AMENDMENTS

		Original Budget	Current Budget	Amended Change	Proposed Budget	Net Change From Original
1. Lake Travis Elementary School	10	12,772,000	13,263,335	-104,000	13,159,335	387,335
2. Elementary School Expansions:						
Lakeway Elementary Expansion	20	3,107,700	2,844,967	0	2,844,967	-262,733
Bee Cave Elementary Expansion	20	2,525,000	2,901,357	-36,741	2,864,616	339,616
Lake Pointe Elementary Expansion	20	2,675,875	2,839,207	-259	2,838,948	163,073
Total Elementary Expansions		8,308,575	8,585,531	-37,000	8,548,531	239,956
Portable Relocation	71	250,000	390,000	0	390,000	140,000
Elementary Playscapes/Playcourts	46	295,000	351,000	0	351,000	56,000
Total Elementary Other		545,000	741,000	0	741,000	196,000
Total Elementary		21,625,575	22,589,866	-141,000	22,448,866	823,291
3. Immediate District Needs:						
Maintenance Projects						
Fire and Security	41	155,000	131,000	0	131,000	-24,000
HVAC, Electrical	42	4,470,880	3,336,420	-140,000	3,196,420	-1,274,460
Mechanical Controls	43	950,500	898,000	0	898,000	-52,500
Roofing, Water Penetration	44	1,607,650	1,582,920	-40,000	1,542,920	-64,730
District Improvements	47	0	60,000	0	60,000	60,000
Total Maintenance Projects		7,184,030	6,008,340	-180,000	5,828,340	-1,355,690
Food Service Projects	45	590,000	585,000	0	585,000	-5,000
Other Programs						
Prior Year Reimbursements	00	1,700,000	1,700,000	0	1,700,000	0
Library Books	31	210,000	210,000	0	210,000	0
Transportation	51	1,300,000	1,300,000	0	1,300,000	0
Technology	32	2,498,750	2,498,750	0	2,498,750	0
Athletic Facilities/Phase I	61	286,000	286,000	372,276	658,276	372,276
Educational Development Center	90	0	850,000	0	850,000	850,000
Total Other Program Needs		5,994,750	6,844,750	372,276	7,217,026	1,222,276
Total Immediate District Needs		13,768,780	13,438,090	192,276	13,630,366	-138,414
4. Miscellaneous:						
Wastewater	80	500,000	720,000	100,000	820,000	320,000
Bond Issue	01	380,000	30,000	-3,670	26,330	-353,670
Total Miscellaneous		880,000	750,000	96,330	846,330	-33,670
Total Program		36,274,355	36,777,956	147,606	36,925,562	651,207
Interest Revenue		0	450,000	64,207	514,207	514,207
Other Resources		0	135,000	2,000	137,000	137,000
Net Available Funds						0

Lake Travis ISD
 2004 Bond Program Budget Justifications
 September 30, 2005

Program	Items	Cumulative
Lake Travis Elementary		
Program Management	-50,000	
Design/Consultants	-15,000	
Construction, In District Costs	70,000	
FF & E	30,000	
Construction Credit - Roof	-139,000	-104,000
Elementary Expansions		
Estimated Construction Refund	-30,000	
End of Project Balance	-7,000	-37,000
HVAC/Electrical		
Construction Costs	-40,000	
Commissioning	-100,000	-140,000
Roofing		
Construction Costs	-40,000	-40,000
Athletic Facilities/Phase I		
Initial GMP	372,276	372,276
Wastewater		
Estimated Construction Cost	100,000	100,000
Bond Issue Cost		
Close-out line item	-3,670	-3,670
Interest Revenue		
Increase in interest rate and pay-out	64,207	64,207
Other Resources		
Reimbursement for athletic field	14,000	
Adjustment in energy rebate	-12,000	2,000

Lake Travis ISD
2004 Bond Program Budget Justifications
September 30, 2005

Program	Items	Cumulative
Prior Fund Balance		81,399
Proposed Changes		<u>-81,399</u>
Ending Fund Balance		<u><u>0</u></u>

Lake Travis ISD
 Cumulative Summary of 2004 Construction Budget Amendments
 September 30, 2005

Impact on Program Fund Balance

Note: Positive number is an increase to the fund balance, negative number is a decrease to the fund balance.

Project	Date	Description	Dollar Change	Cumulative Changes	Total
1 Lake Travis Elementary	4/4/2004	Original GMP	-260,000		
	10/18/2004	Flooring, partitions, valves	-50,000	-310,000	
	1/20/2005	Kollmeyer	-150,000	-460,000	
	1/20/2005	Consulting fees	-40,000	-500,000	
	1/20/2005	Program mgmt	50,000	-450,000	
	6/6/2005	Close-out project	-41,335	-491,335	
	10/24/2005	Prog mgmt, design, constr, FF&E, roof credit	104,000	-387,335	-387,335
2 Elementary Expansions	1/23/2004	Original GMP	-192,627		
	1/23/2004	Program mgmt, consultant fees	102,000	-90,627	
	5/17/2004	City comments, increased scope	-250,000	-340,627	
	7/26/2004	Consultant fees	-7,500	-348,127	
	8/30/2004	Estimated close-out costs	-85,000	-433,127	
	1/20/2005	Close-out project	85,000	-348,127	
	1/20/2005	Program mgmt	30,000	-318,127	
	6/6/2005	Near final close-out	41,171	-276,956	
10/24/2005	Constr. Refund and FF&E	37,000	-239,956	-239,956	
Portable Relocation	4/5/2004	City requirements	-20,000		
	5/17/2004	City requirements	-50,000	-70,000	
	8/30/2004	City requirements	-30,000	-100,000	
	1/20/2005	Two portables at LWES	-40,000	-140,000	-140,000
Playscapes/Playcourts	8/30/2004	Add playcourts/standardize scapes	-56,000	-56,000	-56,000
3 Fire and Security	1/20/2005	Release renovation cont./allowances	10,000		
	6/6/2005	Release renovation cont./allowances	14,000	24,000	24,000
HVAC, Electrical	3/31/2004	Original estimate	400,000		
	5/17/2004	Revised scope	224,580	624,580	
	8/30/2004	Received pricing	440,880	1,065,460	
	1/20/2005	Release contingency/allowances	69,000	1,134,460	
	10/24/2005	Commissioning, Construction est.	140,000	1,274,460	1,274,460
Mechanical Controls	5/17/2004	Consultants	24,500		
	1/20/2005	Release contingency/allowances	17,000	41,500	
	6/6/2005	Release contingency/allowances	11,000	52,500	52,500
Roofing	5/17/2004	Consultants	21,230		
	8/30/2004	Roofing pricing received	-135,500	-114,270	
	1/20/2005	Release renovation cont./allowances	69,000	-45,270	
	6/6/2005	Release renovation cont./allowances	70,000	24,730	

Lake Travis ISD
 Cumulative Summary of 2004 Construction Budget Amendments
 September 30, 2005

Impact on Program Fund Balance

Note: Positive number is an increase to the fund balance, negative number is a decrease to the fund balance.

Project	Date	Description	Dollar Change	Cumulative Changes	Total
	10/24/2005	Construction	40,000	64,730	64,730
District Improvements	10/18/2004	Electrical, A/C, Heaters, VAV	-60,000	-60,000	-60,000
Cafeteria	5/17/2004	Original GMP	5,000	5,000	5,000
Building 100 - EDC	1/20/2005	Portion paid by 2004 bonds	-850,000	-850,000	-850,000
HBMS Track/Phase I	10/24/2005	Original GMP	-372,276	-372,276	-372,276
4 Wastewater	1/20/2005	WCID #17 requirements - lift station	-70,000		
	6/6/2005	Lift station/fewer participants	-150,000	-220,000	
	10/24/2005	Revised estimated cost	-100,000	-320,000	-320,000
Bond Issue	8/30/2004	Costs included in bond premium	350,000		
	10/24/2005	Close out balance	3,670	353,670	353,670
Interest Revenue	3/31/2004	Initial estimate	189,666		
	1/17/2004	Increased interest rates	260,334	450,000	
	10/24/2005	Increased rates and pay-out	64,207	514,207	514,207
Other Resources	6/6/2005	Energy rebates and bond premiums	135,000		
	10/24/2005	Athl reimb and energy rebate	2,000	137,000	137,000
Total Impact on Program Budget Fund Balance					<u><u>0</u></u>

Lake Travis ISD
 2004 Bond Program (3 Year)
 September 30, 2005

Appropriations	Original Budget	Amended Budget	Total Expended	Balance to Complete Projects
1. Lake Travis Elementary School	12,772,000	13,159,335	13,133,876	25,459
2. Elementary School Expansions	8,853,575	9,289,531	9,278,571	10,960
3. Building Improvements	7,774,030	6,413,340	5,895,794	517,546
4. Other Programs				
Bond Issue and Reimbursements	2,080,000	1,726,330	1,726,330	0
Library Books	210,000	210,000	184,473	25,527
Transportation	1,300,000	1,300,000	1,250,558	49,442
Technology	2,498,750	2,498,750	2,080,259	418,491
Athletic Facilities	286,000	658,276	63,718	594,558
Educational Development Center	0	850,000	66,969	783,031
Utility Upgrades	500,000	820,000	18,725	801,275
Total Program	36,274,355	36,925,562	33,699,274	3,226,288

	Original Budget	Amended Budget	Total Revenues	Balance to Complete Projects
Other Resources	0	651,207	582,826	68,381

The 'Balance to Complete Projects' column reflects funding to finish projects and make purchases in the third year of the three-year bond program.

Lake Travis ISD							
2004 Bond Program							
September 30, 2005							
			Original Budget	Amended Budget	Total Expend.	Amended Balance	Diff Between Orig & Amend Bud
1. Lake Travis Elementary School	10	12,772,000	13,159,335	13,133,875.69	25,459.31	-387,335	
2. Elementary School Expansions:							
Lakeway Elementary Expansion	20	3,107,700	2,844,967	2,844,966.94	0.06	262,733	
Bee Cave Elementary Expansion	20	2,525,000	2,864,616	2,891,216.71	-26,600.71	-339,616	
Lake Pointe Elementary Expansion	20	2,675,875	2,838,948	2,838,948.13	-0.13	-163,073	
Total Elementary Expansions		8,308,575	8,548,531	8,575,131.78	-26,600.78	-239,956	
Portable Relocation	71	250,000	390,000	387,057.92	2,942.08	-140,000	
Elementary Playscapes/Playcourts	46	295,000	351,000	316,381.00	34,619.00	-56,000	
Total Elementary Other		545,000	741,000	703,438.92	37,561.08	-196,000	
Total Elementary		21,625,575	22,448,866	22,412,446.39	36,419.61	-823,291	
3. Immediate District Needs:							
Maintenance Projects							
Fire and Security	41	155,000	131,000	129,937.00	1,063.00	24,000	
HVAC, Electrical	42	4,470,880	3,196,420	2,989,118.22	207,301.78	1,274,460	
Mechanical Controls	43	950,500	898,000	871,396.12	26,603.88	52,500	
Roofing, Water Penetration	44	1,607,650	1,542,920	1,411,864.90	131,055.10	64,730	
District Improvements	47	0	60,000	0.00	60,000.00	-60,000	
Total Maintenance Projects		7,184,030	5,828,340	5,402,316.24	426,023.76	1,355,690	
Food Service Projects	45	590,000	585,000	493,477.69	91,522.31	5,000	
Other Programs							
Prior Year Reimbursements	00	1,700,000	1,700,000	1,700,000.00	0.00	0	
Library Books	31	210,000	210,000	184,473.25	25,526.75	0	
Transportation	51	1,300,000	1,300,000	1,250,558.05	49,441.95	0	
Technology	32	2,498,750	2,498,750	2,080,259.34	418,490.66	0	
Athletic Facilities/Phase I	61	286,000	658,276	63,717.87	594,558.13	-372,276	
Educational Development Center	90	0	850,000	66,969.30	783,030.70	-850,000	
Total Other Program Needs		5,994,750	7,217,026	5,345,977.81	1,871,048.19	-1,222,276	
Total Immediate District Needs		13,768,780	13,630,366	11,241,771.74	2,388,594.26	138,414	
4. Miscellaneous:							
Wastewater	80	500,000	820,000	18,725.00	801,275.00	-320,000	
Bond Issue	01	380,000	26,330	26,330.47	-0.47	353,670	
Total Miscellaneous		880,000	846,330	45,055.47	801,274.53	33,670	
Total Program		36,274,355	36,925,562	33,699,273.60	3,226,288.40	-651,207	
Interest Revenue		0	514,207	482,674.40	31,532.60	514,207	
Other Resources		0	137,000	100,151.97	36,848.03	137,000	
Total Resources		0	651,207	582,826.37	68,380.63	651,207	
Net Budget Position for Bond Program						0	

Lake Travis ISD													
2004 Bond Program													
September 30, 2005													
			Original	Amended	Estimated	Expend.	Expend.	Expend.	Expend.	Encumbr.	Total	Amended	Diff Between
	Detail	Pg.	Budget	Budget	Need	2002-03	2003-04	2004-05	2005-06	2005-06	Expend.	Balance	Budget
1. Lake Travis Elementary School		1	12,772,000	13,159,335	13,159,335	0.00	2,325,435.43	10,753,651.84	28,098.47	26,689.95	13,133,875.69	25,459	-387,335
2. Elementary School Expansions:													
Lakeway Elementary Expansion		2	3,107,700	2,844,967	2,844,967	128,570.34	2,706,719.98	9,676.62	0.00	0.00	2,844,966.94	0	262,733
Bee Cave Elementary Expansion		3	2,525,000	2,864,616	2,864,616	84,278.20	2,776,305.42	30,633.09	0.00	0.00	2,891,216.71	-26,601	-339,616
Lake Pointe Elementary Expansion		4	2,675,875	2,838,948	2,838,948	59,150.00	2,761,501.62	18,296.51	0.00	0.00	2,838,948.13	0	-163,073
Total Elementary Expansions			8,308,575	8,548,531	8,548,531	271,998.54	8,244,527.02	58,606.22	0.00	0.00	8,575,131.78	-26,601	-239,956
Portable Relocation-71			250,000	390,000	390,000	0.00	336,842.72	50,215.20	0.00	0.00	387,057.92	2,942	-140,000
Elementary Playscapes/Playcourts-46			295,000	351,000	351,000	0.00	199,355.00	117,026.00	0.00	0.00	316,381.00	34,619	-56,000
Total Elementary Other			545,000	741,000	741,000	0.00	536,197.72	167,241.20	0.00	0.00	703,438.92	37,561	-196,000
Total Elementary			21,625,575	22,448,866	22,448,866	271,998.54	11,106,160.17	10,979,499.26	28,098.47	26,689.95	22,412,446.39	36,420	-823,291
3. Immediate District Needs:													
Maintenance Projects													
Fire and Security -41		5	155,000	131,000	131,000	0.00	0.00	129,937.00	0.00	0.00	129,937.00	1,063	24,000
HVAC, Electrical-42		5	4,470,880	3,196,420	3,196,420	0.00	269,223.00	2,719,895.22	0.00	0.00	2,989,118.22	207,302	1,274,460
Mechanical Controls-43		5	950,500	898,000	898,000.00	0.00	243,893.12	627,503.00	0.00	0.00	871,396.12	26,604	52,500
Roofing, Water Penetration-44		5	1,607,650	1,542,920	1,542,920	0.00	251,874.00	1,159,990.90	0.00	0.00	1,411,864.90	131,055	64,730
District Improvements-47		5	0	60,000	60,000	0	0	0	0	0	0	60,000	-60,000
Total Maintenance Projects			7,184,030	5,828,340	5,828,340	0.00	764,990.12	4,637,326.12	0.00	0.00	5,402,316.24	426,024	1,355,690
Food Service Projects		5	590,000	585,000	585,000	0.00	436,703.19	56,774.50	0.00	0.00	493,477.69	91,522	5,000
Other Programs													
Prior Year Reimbursements - 00			1,700,000	1,700,000	1,700,000		1,700,000.00	0.00	0.00	0.00	1,700,000.00	0	0
Library Books - 31			210,000	210,000	210,000		37,636.89	77,981.24	664.96	68,190.16	184,473.25	25,527	0
Transportation - 51			1,300,000	1,300,000	1,300,000		435,060.18	458,675.87	0.00	356,822.00	1,250,558.05	49,442	0
Technology - 32			2,498,750	2,498,750	2,498,750		561,509.59	1,200,135.11	126,251.69	192,362.95	2,080,259.34	418,491	0
Athletic Facilities/Phase I - 61			286,000	658,276	658,276		13,187.36	49,454.51	0.00	1,076.00	63,717.87	594,558	-372,276
Educational Development Center- 90			0	850,000	850,000		0.00	66,969.30	0.00	0.00	66,969.30	783,031	-850,000
Total Other Program Needs			5,994,750	7,217,026	7,217,026	0.00	2,747,394.02	1,853,216.03		618,451.11	5,345,977.81	1,871,048	-1,222,276
Total Immediate District Needs			13,768,780	13,630,366	13,630,366	0.00	3,949,087.33	6,547,316.65		618,451.11	11,241,771.74	2,388,594	138,414
4. Miscellaneous:													
Wastewater-80			500,000	820,000	820,000			18,725.00	0.00	0.00	18,725.00	801,275	-320,000
Bond Issue-01			380,000	26,330	26,330		26,330.47		0.00	0.00	26,330.47	0	353,670
Total Miscellaneous			880,000	846,330	846,330	0.00	26,330.47	18,725.00		0.00	45,055.47	801,275	33,670
Total Program			36,274,355	36,925,562	36,925,562	271,998.54	15,081,577.97	17,545,540.91		645,141.06	33,699,273.60	3,226,288	-651,207
Interest Revenue			0	514,207	514,207		125,292.71	335,212.79	22,168.90	0.00	482,674.40	31,533	514,207
Other Resources			0	137,000	137,000		27,767.10	27,956.60	44,428.27	0.00	100,151.97	36,848	137,000
Total Resources				651,207	651,207	0.00	153,059.81	363,169.39	66,597.17	0.00	582,826.37	68,381	651,207
Net Budget Position for Bond Program													0

Lake Travis Elementary School				September 30, 2005											
				Original Budget	Amended Budget	Estimated Need	Expend. 2002-03	Expend. 2003-04	Expend. 2004-05	Expend. 2005-06	Encumbr. 2005-06	Total Expend.	Amended Balance	Diff Between Budget	
Administrative Costs - 11															
				0	0							0.00	0.00	0	
				150,000	30,000	30,000		0.00	30,000.00			30,000.00	0.00	120,000	
				0	0							0.00	0.00	0	
				150,000	30,000	30,000	0.00	0.00	30,000.00	0.00	0.00	30,000.00	0.00	120,000	
Design and Testing Costs - 12															
				605,000	656,335	656,335		506,020.00	147,254.76			653,274.76	3,060.24	-51,335	
				90,000	90,000	90,000		75,000.00	15,000.00			90,000.00	0.00	0	
				20,000	0	0						0.00	0.00	20,000	
				5,000	0	0						0.00	0.00	5,000	
				62,000	45,000	45,000		20,848.50	25,558.00			46,406.50	-1,406.50	17,000	
				0	2,000	2,000						0.00	2,000.00	-2,000	
				782,000	793,335	793,335	0.00	601,868.50	187,812.76	0.00	0.00	789,681.26	3,653.74	-11,335	
Construction Costs - 13															
				11,397,000	11,706,184	11,706,184		1,666,856.00	10,063,640.77			11,730,496.77	-24,312.77	-309,184	
				25,000	21,000	21,000						0.00	21,000.00	4,000	
				18,000	18,000	18,000		24,818.98	3,137.00			27,955.98	-9,955.98	0	
				0	0	0						0.00	0.00	0	
				0	60,816	60,816		26,208.75	39,607.24			65,815.99	-4,999.99	-60,816	
				11,440,000	11,806,000	11,806,000	0.00	1,717,883.73	10,106,385.01	0.00	0.00	11,824,268.74	-18,269	-366,000	
Other				0	0						0.00	0.00	0.00	0	
Furniture, Fixtures and Equipment - 14				400,000	530,000	530,000		5,683.20	429,454.07	28,098.47	26,689.95	489,925.69	40,074.31	-130,000	
Total				12,772,000	13,159,335	13,159,335	0.00	2,325,435.43	10,753,651.84	28,098.47	26,689.95	13,133,875.69	25,459.31	-387,335	

Lakeway Elementary		September 30, 2005												
		Original Budget	Amended Budget	Estimated Need	Expend. 2002-03	Expend. 2003-04	Expend. 2004-05	Expend. 2005-06	Encumbr. 2005-06	Total Expend.	Amended Balance	Diff Between Budget		
Administrative Costs - 21														
	Municipal and other permit fees	0	0							0.00	0.00	0		
	Program Manager	60,000	12,000	12,000		12,000.00				12,000.00	0.00	48,000		
	Printing Costs	0	0							0.00	0.00	0		
	Sub-Total	60,000	12,000	12,000	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00	48,000		
Design and Testing Costs - 22														
	Architects and Engineering	167,000	167,000	167,000	77,700.00	89,300.00				167,000.00	0.00	0		
	Third Party Consultants (Civil, Lands	55,000	55,000	55,000		55,000.00				55,000.00	0.00	0		
	Masonry	5,000	7,000	7,000			3,193.75			3,193.75	3,806.25	-2,000		
	Traffic	2,000	2,000	2,000						0.00	2,000.00	0		
	GeoTech/Testing	30,000	20,000	20,000		17,922.25				17,922.25	2,077.75	10,000		
	Sub-Total	259,000	251,000	251,000	77,700.00	162,222.25	3,193.75	0.00	0.00	243,116.00	7,884.00	8,000		
Construction Costs - 23														
	General Contractor	2,635,950	2,430,423	2,430,423		2,471,992.00	1,585.00			2,473,577.00	-43,154.00	205,527		
	Printing Costs	15,000	15,000	15,000						0.00	15,000.00	0		
	Municipal and other permit fees	12,750	8,750	8,750		6,822.70				6,822.70	1,927.30	4,000		
	Portable - land revegetation	0	0							0.00	0.00	0		
	In-District	0	4,000	4,000		10,176.03				10,176.03	-6,176.03	-4,000		
	Sub-Total	2,663,700	2,458,173	2,458,173	0.00	2,488,990.73	1,585.00	0.00	0.00	2,490,575.73	-32,402.73	205,527		
Kitchen Improvements - 25		45,000	45,000	45,000	42,946.34	2,053.66			0.00	45,000.00	0.00	0		
Furniture, Fixtures and Equipment - 24		80,000	78,794	78,794	7,924.00	41,453.34	4,897.87		0.00	54,275.21	24,518.79	1,206		
Total Lakeway Elementary School		3,107,700	2,844,967	2,844,967	128,570.34	2,706,719.98	9,676.62	0.00	0.00	2,844,966.94	0.06	262,733		
													Page 2	

Bee Cave Elementary		September 30, 2005													
		Original Budget	Amended Budget	Estimated Need	Expend. 2002-03	Expend. 2003-04	Expend. 2004-05	Expend. 2005-06	Encumbr. 2005-06	Total Expend.	Amended Balance	Diff Between Budget			
Administrative Costs - 21															
	Municipal and other permit fees									0.00	0.00	0			
	Program Manager	40,000	16,000	16,000		16,000.00				16,000.00	0.00	24,000			
	Printing Costs									0.00	0.00	0			
	Sub-Total	40,000	16,000	16,000	0.00	16,000.00	0.00	0.00	0.00	16,000.00	0.00	24,000			
Design and Testing Costs - 22															
	Architects and Engineering	134,000	134,000	134,000	62,650.00	71,350.00				134,000.00	0.00	0			
	Third Party Consultants (Civil, Lands	45,000	45,000	45,000		45,000.00				45,000.00	0.00	0			
	Masonry	5,000	7,000	7,000			7,922.50			7,922.50	-922.50	-2,000			
	Traffic	2,000	-	-						0.00	0.00	2,000			
	GeoTech/Testing	35,000	10,952	10,952		10,705.22				10,705.22	246.78	24,048			
										0.00	0.00	0			
	Sub-Total	221,000	196,952	196,952	62,650.00	127,055.22	7,922.50	0.00	0.00	197,627.72	-675.72	24,048			
Construction Costs - 23															
	General Contractor	2,133,000	2,548,092	2,548,092		2,579,112.00	17,322.00			2,596,434.00	-48,342.00	-415,092			
	Printing Costs	11,000	-	0						0.00	0.00	11,000			
	Municipal and other permit fees	15,000	16,000	16,000		450.00	720.00			1,170.00	14,830.00	-1,000			
	Portable	0	-	-						0.00	0.00	0			
	In-District	0	10,000	10,000		10,702.63				10,702.63	-702.63	-10,000			
	Sub-Total	2,159,000	2,574,092	2,574,092	0.00	2,590,264.63	18,042.00	0.00	0.00	2,608,306.63	-34,214.63	-415,092			
	Kitchen Improvements - 25	25,000	25,000	25,000	16,717.34	8,252.66	0.00	0.00	0.00	24,970.00	30.00	0			
	Furniture, Fixtures and Equipment - 24	80,000	52,572	52,572	4,910.86	34,732.91	4,668.59		0.00	44,312.36	8,259.64	27,428			
	Total Bee Cave Elementary	2,525,000	2,864,616	2,864,616	84,278.20	2,776,305.42	30,633.09	0.00	0.00	2,891,216.71	-26,600.71	-339,616			

Lake Pointe Elementary		September 30, 2005												
		Original Budget	Amended Budget	Estimated Need	Expend. 2002-03	Expend. 2003-04	Expend. 2004-05	Expend. 2005-06	Encumbr. 2005-06	Total Expend.	Amended Balance	Diff Between Budget		
Administrative Costs - 21														
	Municipal and other permit fees		0							0.00	0.00	0		
	Program Manager	40,000	12,000	12,000		12,000.00				12,000.00	0.00	28,000		
	Printing Costs		0							0.00	0.00	0		
	Sub-Total	40,000	12,000	12,000	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00	28,000		
Design and Testing Costs - 22														
	Architects and Engineering	144,000	144,000	144,000	59,150.00	77,350.00	7,500.00			144,000.00	0.00	0		
	Third Party Consultants (Civil, Lands	25,000	32,500	32,500		32,500.00				32,500.00	0.00	-7,500		
	Masonry	5,000	4,000	4,000			4,156.25			4,156.25	-156.25	1,000		
	Traffic	0	0	0						0.00	0.00	0		
	GeoTech/Testing	16,000	13,000	13,000		12,335.95	436.26			12,772.21	227.79	3,000		
	Sub-Total	190,000	193,500	193,500	59,150.00	122,185.95	12,092.51	0.00	0.00	193,428.46	71.54	-3,500		
Construction Costs - 23														
	General Contractor	2,384,875	2,588,937	2,588,937		2,584,961.00	1,273.00			2,586,234.00	2,703.00	-204,062		
	Printing Costs	10,000	0	0						0.00	0.00	10,000		
	Municipal and other permit fees	11,000	2,000	2,000		1,610.00	200.00			1,810.00	190.00	9,000		
	Portables	0	0	0						0.00	0.00	0		
	In-District	0	4,000	4,000		6,705.64				6,705.64	-2,705.64	-4,000		
	Sub-Total	2,405,875	2,594,937	2,594,937	0.00	2,593,276.64	1,473.00	0.00	0.00	2,594,749.64	187.36	-189,062		
	Other	0	0	0	0.00	0.00			0.00	0.00	0.00	0		
	Furniture, Fixtures and Equipment - 24	40,000	38,511	38,511		34,039.03	4,731.00		0.00	38,770.03	-259.03	1,489		
	Total	2,675,875	2,838,948	2,838,948	59,150.00	2,761,501.62	18,296.51	0.00	0.00	2,838,948.13	-0.13	-163,073		

Maintenance Projects and Kitchen		September 30, 2005												
		Original Budget	Amended Budget	Estimated Need	Expend. 2002-03	Expend. 2003-04	Expend. 2004-05	Expend. 2005-06	Encumbr. 2005-06	Total Expend.	Amended Balance	Diff Between Budget		
Fire and Security - 41														
	Design/Commissioning/Other	0	0	0		0.00	0.00	0.00		0.00	0.00	0		
	Construction	155,000	131,000	131,000		0.00	129,937.00	0.00		129,937.00	1,063.00	24,000		
	Sub-Total	155,000	131,000	131,000	0.00	0.00	129,937.00	0.00	0.00	129,937.00	1,063.00	24,000		
HVAC, Electrical - 42														
	Design/Commissioning/Other	410,000	300,420	300,420		198,736.00	60,884.80	0.00		259,620.80	40,799.20	109,580		
	Construction	4,060,880	2,896,000	2,896,000		70,487.00	2,659,010.42	0.00		2,729,497.42	166,502.58	1,164,880		
	Sub-Total	4,470,880	3,196,420	3,196,420	0.00	269,223.00	2,719,895.22	0.00	0.00	2,989,118.22	207,301.78	1,274,460		
Mechanical Controls - 43														
	Design/Commissioning/Other	86,500	62,000	62,000		46,068.12	9,072.00	0.00		55,140.12	6,859.88	24,500		
	Construction	864,000	836,000	836,000		197,825.00	618,431.00	0.00		816,256.00	19,744.00	28,000		
	Sub-Total	950,500	898,000	898,000	0.00	243,893.12	627,503.00	0.00	0.00	871,396.12	26,603.88	52,500		
Roofing - 44														
	Design/Commissioning/Other	146,150	124,920	124,920		93,536.00	20,508.90	0.00		114,044.90	10,875.10	21,230		
	Construction	1,461,500	1,418,000	1,418,000		158,338.00	1,139,482.00	0.00		1,297,820.00	120,180.00	43,500		
	Sub-Total	1,607,650	1,542,920	1,542,920	0.00	251,874.00	1,159,990.90	0.00	0.00	1,411,864.90	131,055.10	64,730		
District Improvements - 47														
	Design/Commissioning/Other	0	0	0		0.00	0.00	0.00		0.00	0.00	0		
	Construction	0	60,000	60,000		0.00	0.00	0.00		0.00	60,000.00	-60,000		
	Sub-Total	0	60,000	60,000	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	-60,000		
Total Maintenance Projects		7,184,030	5,828,340	5,828,340	0.00	764,990.12	4,637,326.12	0.00	0.00	5,402,316.24	426,023.76	1,355,690		
Kitchen - 45														0
	Design/Commissioning/Other	53,000	48,000	48,000		40,000.00	1,522.50	0.00		41,522.50	6,477.50	5,000		
	Construction	537,000	537,000	537,000		396,703.19	55,252.00	0.00		451,955.19	85,044.81			
Total Kitchen Projects		590,000	585,000	585,000	0.00	436,703.19	56,774.50	0.00	0.00	493,477.69	91,522.31	5,000		
Total Maintenance and Kitchen		7,774,030	6,413,340	6,413,340	0.00	1,201,693.31	4,694,100.62	0.00	0.00	5,895,793.93	517,546	1,368,190		

Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738
512.533.6019 (phone) · 512.533.6003 (fax)
www.laketraavis.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Presentation by Congressman Lamar Smith's Office Regarding Hurricane Evacuation Efforts
RECOMMENDED ACTION	None. Presentation Only.
RATIONALE	A representative from Congressman Smith's office will present a certificate of appreciation to the district for assisting Hurricane Rita evacuees at the high school gymnasium shelter. The Congressman is especially interested in recognizing the students and staff for volunteering time and energy to the effort.
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Melissa Loe/Dr. Kirk
MEETING DATE	Monday, October 24, 2005

Lake Travis Independent School District

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www.laketexas.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	“Approval of List of Businesses Providing Extra P.E. Credits”
RECOMMENDED ACTION	Approval of LTISD P.E. Equivalency Provider List
RATIONALE	<p>What qualifies as an off-campus physical education substitution?</p> <p>In accordance with local district policy, a school district may award up to two credits for physical education for appropriate private or commercially-sponsored physical activity programs conducted on or off campus. The district must apply to the commissioner of education for approval of such programs, which may be substituted for state graduation credit in physical education. Such approval may be granted under the following conditions:</p> <p>(i) Olympic-level participation and/or competition include a minimum of 15 hours per week of highly intensive, professional, supervised training. The training facility, instructors, and the activities involved in the program must be certified by the superintendent to be of exceptional quality. Students qualifying and participating at this level may be dismissed from school one hour per day. Students dismissed may not miss any class other than physical education.</p> <p>(ii) Private or commercially-sponsored physical activities include those certified by the superintendent to be of high quality and well supervised by appropriately trained instructors. Student participation of at least five hours per week must be required. Students certified to participate at this level may not be dismissed from any part of the regular school day.</p> <p>Each provider must document the activities the students will be involved in and the full supervision of the activity. The provider is also responsible for notifying the district if the student fails to attend the documented time. The instructor’s qualification is documented through a resume review.</p> <p>Policy FM (local) states “The District shall make no distinction between absences for UIL activities and absences for other extracurricular activities approved by the board. A student shall be allowed in a school year a maximum of ten extracurricular absences.”</p> <p>Approval of this list will allow the local campuses to count any absence associated with these activities as an extracurricular absence. This does not count against the district’s ADA.</p>
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Melanie Damron, Assistant Superintendent of Curriculum and Instructional Services Dr. Rocky Kirk, Superintendent
MEETING DATE	October 24, 2005



LAKE
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SCHOOL
DISTRICT

Lake Travis Independent School District Extracurricular Providers Recommended List

1. Austin Kuk Sool Won +
2. Austin Rock Gym*
3. Austin Rowing Club*
4. Austin Tennis Academy*
5. Ballet Austin*
6. Bee Creek Stables*
7. Bodywise Fitness Center*
8. Broadway Dance and Fitness*
9. Chaparral Ice/Hockey*
10. Chaparral Ice/U.S. Figure Skating Association and Austin Figure Skating Club*
11. Dallas Storm AAA Ice Hockey*
12. 4-H*
13. Fusion Dance Company*
14. Gold's Gym*
15. (The) Hills Fitness Center +
16. Hunters Chase Farms Riding Academy*
17. Jazz and Gym*
18. Lake Travis (Austin) Youth Soccer Association*
19. Lakeway Tae Kwon Do*
20. Lakeway World of Tennis*
21. Lone Star Expeditions*
22. Longhorn Aquatics*
23. Madrone Ranch Riding Academy*
24. Medley Swim Systems*
25. Molly Anna Estates Ranch +
26. Mr. Lepp's Martial Arts +
27. National Elite Gymnastics*
28. Regents School Lacrosse*
29. Relson Gracie Jui-Jitsu Academy
30. Richard Lord's Boxing +
31. River City Rangers Soccer Club*
32. 620 Dance Centre*
33. Texas Lacrosse Association*
34. Unified Tai Kwon Do*
35. West Austin Athletic Club*
36. Westlake Tae Kwon Do*

Blue names are those requesting to serve students in 2005-06

*** = those who have been approved in the past**

+ = those who are asking to be first-time providers

Lake Travis Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Policy Revision: Local FNG (Student Rights and Responsibilities: Student and Parent Complaints/Grievances)
RECOMMENDED ACTION	Second Reading: Proposed Revisions to Local FNG (Student Rights and Responsibilities: Student and Parent Complaints/Grievances)
RATIONALE	<p>In order to create a more practical timeline for addressing student/parent grievances/complaints, administration requests increasing maximum limit on days that an administrator has to respond to a grievance/complaint from five to ten as indicated in the <i>attached</i> Local FNG Policy (changes highlighted in red). The proposed changes are found in the sections titled "Level One" and "Level Two".</p> <p>Administration would strive to hold conferences in timely manners, but would still be able to conduct the conference in a ten-day time frame if extenuating circumstances occurred that prevented an immediate scheduling.</p>
COMMITTEE CONSIDERATION	Superintendent's Cabinet First Reading Approved by Board Action on September 12, 2005
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Dr. Rocky Kirk
MEETING DATE	Monday, October 3, 2005



LAKE
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DISTRICT

Proposed changes on 3rd and 4th pages of FNG

GUIDING
PRINCIPLES

INFORMAL
PROCESS

The purpose of this policy is to secure, at the lowest possible administrative level, prompt and equitable resolution of student or parent complaints. Except as provided below, all student or parent complaints shall be presented in accordance with this policy.

The Board encourages students and parents to discuss their concerns and complaints through informal conferences with the appropriate teacher, principal, or other campus administrator.

Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

FORMAL
PROCESS

If an informal conference regarding a complaint fails to reach the outcome requested by the student or parent, the student or parent may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.

FREEDOM FROM
RETALIATION

Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.

NOTICE TO
STUDENTS AND
PARENTS

The principal of each campus shall inform students and parents of this policy.

APPLICATION

Except as addressed by SPECIFIC COMPLAINTS, below, this policy applies to all complaints or grievances from students or parents.

SPECIFIC
COMPLAINTS

Complaints alleging certain forms of harassment shall be processed in accordance with FNCJ.

For more information on how to proceed with complaints regarding:

1. Alleged discrimination, see FB.
2. Loss of credit on the basis of attendance, see FEC.
3. Removal to a disciplinary alternative education program, see

FOC.

4. Expulsion, see FOD and the Student Code of Conduct.
5. Identification, evaluation, or educational placement of a student with a disability within the scope of Section 504, see FB.
6. Identification, evaluation, educational placement, or discipline of a student with a disability within the scope of the Individuals with Disabilities Education Act, see EHBA, FOF, and the parents' rights handbook provided to parents of all students referred to special education.
7. Instructional materials, see EFA.
8. On-campus distribution of nonschool materials, see FNAA.
9. A commissioned peace officer who is an employee of the District, see CKE.

DEFINITIONS	For purposes of this policy, terms are defined as follows:
COMPLAINT / GRIEVANCE	The terms "complaint" and "grievance" shall have the same meaning.
FILING	Complaint forms and appeal notices may be filed by hand-delivery, fax, or U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Fax filings shall be timely filed if they are received on or before the deadline, as indicated by the date/time shown on the fax copy. Mail filings shall be timely filed if they are postmarked by U.S. Mail on the deadline.
RESPONSE	At Levels One and Two, "response" shall mean a written communication to the student or parent from the appropriate administrator. Responses may be hand-delivered or sent by U.S. Mail to the student's or parent's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on the deadline.
REPRESENTATIVE	"Representative" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint. The student or parent may designate a representative through written notice to the District at any level of this process. If the student or parent designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel.
DAYS	"Days" shall mean District business days. In calculating time lines under this policy, the day a document is filed is "day zero," and all deadlines

shall be determined by counting the following day as "day one."

GENERAL PROVISIONS

Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not bring separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

UNTIMELY FILINGS

All time limits shall be strictly followed unless modified by mutual written consent.
If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within five days, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

COSTS INCURRED

Each party shall pay its own costs incurred in the course of the complaint.

COMPLAINT FORM

Complaints under this policy shall be submitted in writing on a form provided by the District.
Copies of any documents that support the complaint should be attached to the complaint form. If the student or parent does not have copies of these documents, copies may be presented at the Level One conference. After the Level One conference, no new documents may be submitted.
A complaint form that is incomplete in any material aspect may be dismissed, but may be refiled with all the requested information if the refiling is within the designated time for filing a complaint.

INFORMAL CONFERENCE

The staff member closest to the problem should be contacted. In the case of concerns related to student behavior or performance, this staff member will usually be the classroom teacher or coach. In the case of concerns related to District staff, the appropriate contact person is the immediate supervisor or administrator.

LEVEL ONE

If the matter is not resolved satisfactorily at the level closest to the problem, the next level of supervision should be contacted.

Complaint forms must be filed:

1. Within ten days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

In the case of student/classroom/teacher issues that have not been resolved satisfactorily, the next step would be to contact the principal ~~or designee~~. In the case of other staff members, the next step would be to contact the appropriate supervisor or principal, depending on whether or not the staff member is

Deleted: counselor, assistant principal, or

Deleted: depending upon the issue and the remedy being sought

assigned to an individual campus staff or to District staff.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Three following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall hold a conference with the student or parent within ten days after receipt of the written complaint.

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The administrator shall have five days following the conference to provide the student or parent a written response.

LEVEL TWO

After seeking resolution of issues/concerns at Level One of supervision, individuals who still feel that their concerns or issues have not been appropriately addressed should make an appointment to visit with the appropriate assistant superintendent, depending on the issues.

The request must be made within five days after receipt of a response or, if no response was received, within five days of the response deadline at Level One. The student or parent shall submit a written complaint that includes the student's or parent's signed statement of the complaint, any evidence in its support, the solution sought, and the date of the conference at Level One. The assistant superintendent is not required to consider documentation not submitted or issues not presented at Level One.

The assistant superintendent or designee shall hold a conference within ten days after the appeal notice is filed. At the conference, the assistant superintendent or designee shall consider only the issues and documents presented at Level One and identified in the Level Two appeal request. The assistant superintendent or designee shall have five days following the conference to provide the student or parent a written response.

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LEVEL THREE

Issues that are not resolved at the assistant superintendent level should be appealed to the next level. The appeal should be made in writing to the Superintendent's office and must be filed within five days of the response, or, if no response is received, within five days of the response deadline. Depending on the issue, the Superintendent shall determine whether or not the issue should be placed on the agenda before the Board or whether or not it could possibly be productive to pursue resolution of this issue in a meeting with the Superintendent. The Superintendent is not required to consider documentation not previously submitted or issues not previously presented at Level Two.

Any issue not resolved adequately at the Superintendent level may be appealed to the Board for consideration at their regularly scheduled meeting. The request for appeal must be made in writing to the Superintendent and must include the remedy being sought by the complainant. The request must be filed within five days following receipt of a response or, if no response is received, within five days of the

response deadline.

The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board with copies of the complaint form, all responses, all appeal notices, and all written documentation previously submitted by the student or parent or the administration. The Board is not required to consider documentation not previously submitted or issues not previously presented.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the student or parent or the student's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If for any reason the Board fails to reach a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

DATE ISSUED: 01/24/2005
LDU-04-05
FNG(LOCAL)-X

Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738
512.533.6019 (phone) · 512.533.6003 (fax)
www.laketravis.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Approve financials for August 2005
RECOMMENDED ACTION	Approval
RATIONALE	To provide financial updates to the board and community reflecting the current financial position of the school district.
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Bob Hart 533-6016
MEETING DATE	October 24, 2005



LAKE
TRAVIS
INDEPENDENT
SCHOOL
DISTRICT

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
GENERAL FUND

08/31/05		CURRENT YEAR			PRIOR YEAR		
REVENUES	BUDGET	ACTUAL	BALANCE	PERCENT OF BUDGET	CUMULATIVE ACTUAL	PERCENT OF ACTUAL TOT.	
5710	CURRENT YEAR TAX REV.	\$ 47,630,053	\$ 47,771,500	\$ (141,447)	100.30%	\$ 42,880,761	100.00%
5761	C.E.D. REVENUE	10,000	10,971	(971)	109.71%	31,978	100.00%
57XX	OTHER LOC. REVENUES	1,597,875	1,794,024	(196,149)	112.28%	2,520,844	100.00%
5800	STATE PROG. REVENUE	3,683,000	3,612,878	70,122	98.10%	3,240,780	100.00%
5900	FEDERAL REVENUE	11,000	22,097	(11,097)	200.88%	27,134	100.00%
	TOTAL REVENUE	\$ 52,931,928	\$ 53,211,470	\$ (279,542)	100.53%	\$ 48,701,497	100.00%
EXPENDITURES							
11	INSTRUCTION	\$ 18,446,190	\$ 18,278,239	\$ 167,951	99.09%	\$ 17,631,618	100.00%
12	INSTR'L RESOURCES	433,108	414,203	18,905	95.64%	457,011	100.00%
13	STAFF DEVELOPMENT	176,668	161,575	15,093	91.46%	141,513	100.00%
21	INSTRUCTIONAL ADM.	407,396	387,720	19,676	95.17%	466,954	100.00%
23	SCHOOL ADMIN.	1,639,810	1,632,055	7,755	99.53%	1,501,701	100.00%
31	GUID. & COUNSELING	852,183	798,561	53,622	93.71%	848,931	100.00%
33	HEALTH SERVICE	264,623	251,976	12,647	95.22%	262,633	100.00%
34	TRANSPORTATION	1,367,911	1,277,666	90,245	93.40%	1,262,067	100.00%
35	FOOD SERVICE	30,000	25,181	4,819	83.94%	23,881	100.00%
36	CO-CURRICULAR ACT.	1,011,244	998,566	12,678	98.75%	931,127	100.00%
41	GENERAL ADMIN.	1,486,844	1,482,568	4,276	99.71%	1,253,311	100.00%
51	PLANT & MAINT OPER.	3,451,726	3,369,461	82,265	97.62%	3,205,430	100.00%
52	SECURITY	173,000	136,902	36,098	79.13%	115,621	100.00%
53	NON-INSTR'L D.P.	460,413	438,328	22,085	95.20%	292,372	100.00%
61	COMMUNITY SERVICES	597,812	560,767	37,045	93.80%	594,393	100.00%
71	DEBT SERVICE	5,000	1,538	3,462	30.76%	5,219	100.00%
81	FACILITIES/CONSTRUCTION	458,000	457,350	650	0.00%	158,705	0.00%
91	STATE TRANSFERS	21,872,000	21,870,098	1,902	99.99%	20,863,836	100.00%
92	INCREMENTAL COST WADA	156,000	156,000	0	100.00%	140,999	100.00%
93	SPEC. ED TRF-REG. DAY	15,000	7,139	7,861	47.59%	8,655	100.00%
95	JJAEP TRANSFER PYMTS	15,000	0	15,000	0.00%	0	0.00%
	TOTAL EXPENDITURES	\$ 53,319,928	\$ 52,705,893	\$ 614,035	98.85%	\$ 50,165,977	100.00%
OTHER RESOURCES AND (USES)							
7990	OTHER RESOURCES	\$ 614,000	\$ 615,262	\$ (1,262)	0.00%	\$ 2,158,500	100.00%
8990	OTHER USES	0	0	0	0.00%	0	100.00%
8911	TRANSFERS-OUT	110,000	85,163	24,837	77.42%	118,723	100.00%
	TOTAL RESOURCES & USES	\$ 504,000	\$ 530,099	\$ 26,099	105.18%	\$ 2,039,777	100.00%
1200	EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ 116,000	\$ 1,035,676				
3000	BEG. FUND BAL. 9/01/04	11,026,237					
3000	END. FUND BAL. 8/31/05	\$ 11,142,237					
3111	RESERVED FUND BALANCE	226,550					
3251	UNRESERVED FUND BALANCE	10,915,687					

August 31, 2005

	GENERAL FUND	SPECIAL REV. FUND	DEBT SERV. FUND	CAP. PROJ. FUND	TRUST & AGENCY FUND	TOTAL FUNDS	
ASSETS							
1110-60	Cash	\$ (149,563)	\$ 741,551	\$ 3,455	\$ 184,279	\$ 453,875	\$ 1,233,597
1170	Temporary Investments	12,413,798		1,565,046	8,972,496	382,203	23,333,542
	Total Cash & Investments	\$ 12,264,235	\$ 741,551	\$ 1,568,501	\$ 9,156,775	\$ 836,077	\$ 24,567,139
1210	Property Taxes-Current	0	0	0	0	0	0
1220	Property Taxes-Delinquent	1,718,728	0	399,979	0	0	2,118,707
1230	Due From State	0	0	0	0	0	0
1240	Due From Federal	0	18,187	0	0	0	18,187
1250	Sundry Receivables	593	1,542	0	0	51,869	54,004
1260	Allowance for Uncollect.	(273,301)		(71,395)	0	0	(344,696)
1270	Accrued Interest	0	0	0	0	0	0
1280	Due From Other Funds	2,108,288	0	51,244	3,825	475,741	2,639,098
1290	Due From Other ISDs	120,738	0	0	0	0	120,738
	Total Receivables	\$ 3,675,046	\$ 19,729	\$ 379,828	\$ 3,825	\$ 527,610	\$ 4,606,038
1400	Other Current Assets	96,451	17,740	0	0	0	114,191
	TOTAL ASSETS	\$ 16,035,732	\$ 779,020	\$ 1,948,329	\$ 9,160,600	\$ 1,363,687	\$ 29,287,368
RESOURCES							
5010	Estimated Revenues	\$ 53,545,928	\$ 4,134,967	\$ 24,798,380	\$ 461,940	\$ 309,995	\$ 83,251,210
5030	Less: Revenues	(53,826,734)	(4,092,838)	(24,829,039)	(401,114)	(324,280)	(83,474,005)
	Revenues to be Received	(280,806)	42,129	(30,659)	60,826	(14,285)	(222,795)
	TOTAL ASSETS & RESOURCES	\$ 15,754,926	\$ 821,149	\$ 1,917,670	\$ 9,221,426	\$ 1,349,402	\$ 29,064,573
LIABILITIES							
2110	Accounts Payable	\$ 542,034	\$ 11,490	\$ 0	\$ 1,323,712	\$ 471,925	\$ 2,349,161
2120	Loans and Leases Payable	0	0	0	0	0	0
2160	Accr Wages & Deductions	1,809,198	59,276	0	0	285,089	2,153,563
2170	Due to Other Funds	72,073	14,214	0	1,971,880	167,789	2,225,956
2180	Due to Other Gov'ts	34,667	20,321	0	0	0	54,988
2140	Interest Payables	0	0	0	0	0	0
2150	Due to Other	0	0	0	0	0	0
	Total Current Payables	\$ 2,457,972	\$ 105,301	\$ 0	\$ 3,295,592	\$ 924,803	\$ 6,783,668
2200	Accrued Expenses	0	0	0	0	148,539	148,539
2300	Deferred Revenues	1,515,852	0	328,584	0	0	1,844,436
	TOTAL LIABILITIES	\$ 3,973,824	\$ 105,301	\$ 328,584	\$ 3,295,592	\$ 1,073,342	\$ 8,776,643
FUND EQUITY							
6010	Appropriations	\$ 53,429,928	\$ 4,402,389	\$ 24,543,518	\$ 23,044,379	\$ 194,995	\$ 105,615,209
6050	Less: Expenditures	(52,791,064)	(4,041,444)	(24,523,716)	(18,150,401)	(181,442)	(99,688,067)
	Encumbrances	0	0	0	0	0	0
	Available Appropriations	\$ 638,864	\$ 360,945	\$ 19,802	\$ 4,893,978	\$ 13,553	\$ 5,927,142
4010	Reserve for Encumbrances	0	0	0	0	0	0
3111	Unreserved Fund Balance	11,142,238	0	1,569,284	1,031,856	262,507	14,005,885
3251	Reserved Fund Balance	0	354,903	0	0	0	354,903
	TOTAL LIAB. & FUND EQUITY	\$ 15,754,926	\$ 821,149	\$ 1,917,670	\$ 9,221,426	\$ 1,349,402	\$ 29,064,573

SUMMARY OF TAX COLLECTIONS
AS OF AUGUST 31, 2005

2004-05 Original Tax Levy	\$ 57,048,179.12
Delinquent Taxes as of 8/31/04	1,911,412.07
<hr/>	
Total Receivables for 2004-05	\$ 58,959,591.19
Current Year Adjustments	(412,614.69)
Prior Year Adjustments	354,597.69
<hr/>	
Adjusted Receivables.....	\$ 58,901,574.19
Total Net Collections To Date	(56,782,866.14)
<hr/>	
Outstanding Receivables as of	8/31/2005 \$ 2,118,708.05
<hr/>	

SUMMARY OF BUDGETED COLLECTIONS	BUDGETED	NET COLLECTED	BUDGETED VARIANCE	% OF BUDGET COLLECTED
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Maintenance - Current Tax	\$ 46,365,053.00	\$ 46,443,730.14	\$ (78,677.14)	100.17%
Maintenance - Prior Year Tax	789,000.00	805,928.28	(16,928.28)	102.15%
Maintenance - Penalties & Interest	476,000.00	513,064.50	(37,064.50)	107.79%
	<hr/>	<hr/>	<hr/>	<hr/>
Sub-total	\$ 47,630,053.00	\$ 47,762,722.92	\$ (132,669.92)	100.28%
	<hr/>	<hr/>	<hr/>	<hr/>
Debt Service - Current Tax	\$ 9,331,489.00	\$ 9,366,152.24	\$ (34,663.24)	100.37%
Debt Service - Prior Year Tax	160,000.00	167,055.48	(7,055.48)	104.41%
Debt Service - Penalties & Interest	125,000.00	111,734.69	13,265.31	89.39%
	<hr/>	<hr/>	<hr/>	<hr/>
Sub-total	\$ 9,616,489.00	\$ 9,644,942.41	\$ (28,453.41)	100.30%
	<hr/>	<hr/>	<hr/>	<hr/>
Total Collections	\$ 57,246,542.00	\$ 57,407,665.33	\$ (161,123.33)	100.28%
	<hr/>	<hr/>	<hr/>	<hr/>

Tax Collection Comparison with 2003-04 (adjusted tax roll)	2004-05	2003-04
<hr/>		
Percent of Current Year Taxes Collected	98.54%	98.31%
Percent of Total Taxes Collected	100.26%	100.10%
Percent of Total Taxes and P & I Collected	101.36%	101.22%

Comparison based on original tax roll		
<hr/>		
Percent of Current Year Taxes Collected	97.83%	97.46%
Percent of Total Taxes Collected	99.53%	99.23%
Percent of Total Taxes and P & I Collected	100.63%	100.35%

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
QUARTERLY INVESTMENT SCHEDULE
For the Quarter Ending 08/31/05

INVESTMENTS BY POOLED FUND GROUP

	Beginning Book Value For Period	Increase (Decrease) For Period	Ending Book Value For Period	Beginning Market Value For Period	Increase (Decrease) For Period	Ending Market Value For Period	Accrued Interest - Period	Accrued Interest - FYTD
Local Maintenance	39,912,250.04	(21,000,666.63)	18,911,583.41	39,920,217.46	(27,509,560.16)	12,410,657.30	136,894.36	181,558.02
Debt Service	2,870,710.45	(1,305,664.11)	1,565,046.34	2,870,423.38	(1,305,533.54)	1,564,889.84	9,251.19	9,251.19
Capital Projects 2001	1,483,878.91	(323,691.91)	1,160,187.00	1,483,730.52	(323,659.54)	1,160,070.98	9,668.09	9,668.09
Capital Projects2004	12,477,548.85	1,383,587.20	13,861,136.05	12,425,622.51	(4,614,094.17)	7,811,528.34	38,496.56	95,300.82
Tax Clearing	2,870,710.45	(2,870,710.45)	0.00	2,870,423.38	(2,870,423.38)	0.00	21,973.42	21,973.42
Workers Comp Fund	43,587.51	338,615.14	382,202.65	43,583.15	338,581.28	382,164.43	262.98	262.98
TOTAL INVESTMENTS	59,658,686.21	(23,778,530.76)	35,880,155.45	59,614,000.40	(36,284,689.52)	23,329,310.89	216,546.60	318,014.52

SECURITIES

CUSIP #	Type	Purchase Date	Maturity Date	Yield (%)	Beginning Book Value For Period	Increase (Decrease) For Period	Ending Book Value For Period	Beginning Market Value For Period	Increase (Decrease) For Period	Ending Market Value For Period	Accrued Interest - Period	Accrued Interest - FYTD
Local Maintenance												
313589KA0	FNMA	01/13/05	08/05/05	2.828%	3,999,684.92	0.00	3,999,684.92	4,010,993.60	(4,010,993.60)	0.00	19,884.50	64,548.16
313589KV4	FNMA	06/26/05	08/24/05	3.186%	2,500,000.00	0.00	2,500,000.00	2,500,000.00	(2,500,000.00)	0.00	17,983.33	17,983.33
Total Local Maintenance					6,499,684.92	0.00	6,499,684.92	6,510,993.60	(6,510,993.60)	0.00	37,867.83	82,531.49

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
QUARTERLY INVESTMENT SCHEDULE
For the Quarter Ending 08/31/05

SECURITIES

CUSIP #	Type	Purchase Date	Maturity Date	Yield (%)	Beginning Book Value For Period	Increase (Decrease) For Period	Ending Book Value For Period	Beginning Market Value For Period	Increase (Decrease) For Period	Ending Market Value For Period	Accrued Interest - Period	Accrued Interest - FYTD
Capital Projects 2004												
3133X4U41	FHLB	04/22/04	03/08/05	1.420%	998,918.00	0.00	998,918.00	999,688.00	(999,688.00)	0.00	0.00	7,163.45
3133X4U41	FHLB	05/05/04	03/08/05	1.505%	998,270.00	0.00	998,270.00	999,688.00	(999,688.00)	0.00	0.00	7,587.19
3133X4TA9	FHLB	03/08/04	04/01/05	1.400%	1,000,400.00	0.00	1,000,400.00	998,750.00	(998,750.00)	0.00	0.00	8,025.89
76116EBG4	RFCO	04/13/04	04/15/05	1.400%	112,457.58	0.00	112,457.58	113,679.43	(113,679.43)	0.00	0.00	949.83
3133X62R6	FHLB	04/14/04	05/04/05	1.500%	510,204.00	0.00	510,204.00	508,884.63	(508,884.63)	0.00	0.00	5,076.43
31771JTJ9	FICO	04/13/04	05/11/05	1.550%	129,874.27	0.00	129,874.27	131,298.82	(131,298.82)	0.00	0.00	989.03
8946432K0	TREA	04/01/04	05/15/05	1.400%	231,447.51	0.00	231,447.51	233,678.13	(233,678.13)	0.00	0.00	2,218.14
3133X2ZF5	FHLB	04/06/04	06/15/05	1.520%	1,001,628.00	0.00	1,001,628.00	996,563.00	(996,563.00)	0.00	576.62	11,779.61
31359MFV0	FNMA	04/15/04	07/15/05	1.670%	1,065,627.12	0.00	1,065,627.12	1,015,313.00	(1,015,313.00)	0.00	2,223.11	15,814.43
Total Capital Projects 2004					6,048,826.48	0.00	6,048,826.48	5,997,543.01	(5,997,543.01)	0.00	2,799.74	59,604.00
Total Securities					12,548,511.40	0.00	12,548,511.40	12,508,536.61	(12,508,536.61)	0.00	40,667.57	142,135.49

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
QUARTERLY INVESTMENT SCHEDULE
For the Quarter Ending 08/31/05

MONEY MARKET ACCOUNTS

CUSIP #	Type	Purchase Date	Maturity Date	Yield (%)	Beginning Book Value For Period	Increase (Decrease) For Period	Ending Book Value For Period	Beginning Market Value For Period	Increase (Decrease) For Period	Ending Market Value For Period	Accrued Interest - Period	Accrued Interest - FYTD
TexPool												
	Local Maintenance			3.578%	33,412,565.12	(21,000,666.63)	12,411,898.49	33,409,223.86	(20,998,566.56)	12,410,657.30	99,026.53	99,026.53
	Debt Service			3.578%	2,870,710.45	(1,305,664.11)	1,565,046.34	2,870,423.38	(1,305,533.54)	1,564,889.84	9,251.19	9,251.19
	Capital Projects 2001			3.578%	1,483,878.91	(323,691.91)	1,160,187.00	1,483,730.52	(323,659.54)	1,160,070.98	9,668.09	9,668.09
	Capital Projects 2004			3.578%	6,428,722.37	1,383,587.20	7,812,309.57	6,428,079.50	1,383,448.84	7,811,528.34	35,696.82	35,696.82
	Tax Clearing			3.578%	2,870,710.45	(2,870,710.45)	0.00	2,870,423.38	(2,870,423.38)	0.00	21,973.42	21,973.42
	Workers Comp Fund			3.578%	43,587.51	338,615.14	382,202.65	43,583.15	338,581.28	382,164.43	262.98	262.98
Total TexPool					47,110,174.81	(23,778,530.76)	23,331,644.05	47,105,463.79	(23,776,152.91)	23,329,310.89	175,879.03	175,879.03
Total Money Markets					47,110,174.81	(23,778,530.76)	23,331,644.05	47,105,463.79	(23,776,152.91)	23,329,310.89	175,879.03	175,879.03
TOTAL INVESTMENTS					59,658,686.21	(23,778,530.76)	35,880,155.45	59,614,000.40	(36,284,689.52)	23,329,310.89	216,546.60	318,014.52

Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738

512.533.6019 (phone) · 512.533.6003 (fax)

www.laketravis.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Local Policy BG: Board Self-Evaluation
RECOMMENDED ACTION	First Reading: Deletion of Local Policy BG (Board Self-Evaluation)
RATIONALE	<i>Local BG Attached.</i>
COMMITTEE CONSIDERATION	Superintendent and Board
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Dr. Rocky Kirk, Superintendent
MEETING DATE	Monday, October 24, 2005



LAKE
TRAVIS
INDEPENDENT
SCHOOL
DISTRICT

BOARD SELF-EVALUATION

The Board shall plan and conduct, at least annually, a thorough self-evaluation. The yearly review shall include an analysis of:

1. Board procedures.
2. Board member training.
3. Conflict resolution.
4. Working relationships with the Superintendent.
5. Conduct of Board meetings.
6. Long-range planning and goal setting.
7. Relationship with the community.

In the month or months before the discussion, the Board as a whole shall:

1. Review the Board's goals for the current year to ensure that all Trustees are familiar with Board priorities.
2. Reaffirm the purposes of the self-evaluation so that all Board members understand the desired outcomes of the exercise.
3. Review or select an evaluation instrument, and adapt the instrument to ensure that it will yield the desired information on Board performance.
4. Identify and collect any information or materials the Board might need in conducting its self-evaluation. This material might include documentation on District goals for the current year, reports of the Board's success and progress in meeting these goals, records of Board meetings and community participation, newspaper clippings, and the like.
5. Have each Board member complete the evaluation instrument separately, several weeks in advance of the discussion.
6. Tabulate individual responses to the instrument, and provide a copy of the tabulation to each Board member.

Lake Travis Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Policy Revisions: LOCAL FL (Student Records)
RECOMMENDED ACTION	<u>Second Reading</u> : Revisions to LOCAL FL (Student Records)
RATIONALE	<p>The administration is making recommendations to update Local and Exhibit FL to reflect current district practices, procedures, and policies in relation to fees for making copies of district information available to the public. In addition, requested revisions are to change a position title and a listing requirement.</p> <p><u>Local FL</u>: See attachment. Proposed changes are made in red to "Fees for Copies and Records Responsibility for Students in Special Education" on page two of Local FL.</p>
COMMITTEE CONSIDERATION	Superintendent's Cabinet First Reading Approved by Board Action on September 12, 2005
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Dr. Rocky Kirk
MEETING DATE	Monday, October 24, 2005



LAKE
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SCHOOL
DISTRICT

COMPREHENSIVE SYSTEM	The Superintendent shall develop and maintain a comprehensive system of student records and reports dealing with all facets of the school program operation. These data and records shall be stored in a safe and secure manner and shall be conveniently retrievable for use by authorized school personnel.
CUMULATIVE RECORD	<p>A cumulative record shall be maintained for each student from entrance into District schools until withdrawal or graduation from the District.</p> <p>This record shall move with the student from school to school and be maintained at the school where currently enrolled until graduation or withdrawal. Records for nonenrolled students shall be retained for the period of time required by law. No permanent records may be destroyed without explicit permission from the Superintendent. [See GBA]</p>
CUSTODIAN OF RECORDS	The principal is custodian of all records for currently enrolled students at the assigned school and for students who have withdrawn or graduated. The student handbook distributed annually to all students and parents shall contain a listing of the addresses of District schools.
TYPES AND LOCATIONS OF RECORDS	<p>Each record custodian, at the location listed in the student handbook, shall be responsible for the education records of the District. These records may include:</p> <ol style="list-style-type: none">1. Admissions data, personal and family data, including certification of date of birth.2. Standardized test data, including intelligence, aptitude, interest, personality, and social adjustment ratings.3. All achievement records, as determined by tests, recorded grades, and teacher evaluations.4. All documentation regarding a student's testing history and any accelerated instruction he or she has received, including any documentation of discussion or action by a grade placement committee convened for the student.5. Health services record, including:<ol style="list-style-type: none">a. The results of any tuberculin tests required by the District.b. The findings of screening or health appraisal programs the District conducts or provides. [See FFAA]c. Immunization records. [See FFAB]6. Attendance records.7. Student questionnaires.8. Records of teacher, counselor, or administrative conferences with the student or pertaining to the student.9. Verified reports of serious or recurrent behavior patterns.10. Copies of correspondence with parents and others concerned with the student.

11. Records transferred from other districts in which the student was enrolled.
12. Records pertaining to participation in extracurricular activities.
13. Information relating to student participation in special programs.
14. Records of fees assessed and paid.
15. Other records that may contribute to an understanding of the student.

REQUEST PROCEDURES The cumulative record shall be made available to the parent. Records may be reviewed during regular school hours upon written request to the record custodian. The record custodian or designee shall be present to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times, and the records shall be restricted to use only in the Superintendent's, principal's, or counselor's office, or other restricted area designated by the record custodian. The original copy of the record or any document contained in the cumulative record shall not be removed from the school.

STUDENT RIGHTS Whenever a student has attained 18 years of age or is attending an institution of postsecondary education, the rights accorded to, and consent required of, parents transfer from the parents or legal guardians to the student.

ACCESS BY SCHOOL OFFICIALS For the purposes of this policy, "school officials" shall mean any employees, trustees, or agents of the District, of cooperatives of which the District is a member, or of facilities with which the District contracts for placement of students with disabilities. The term also includes attorneys, consultants, and independent contractors who are retained by the District, by cooperatives of which the District is a member, or by facilities with which the District contracts for placement of students with disabilities. School officials have a "legitimate educational interest" in a student's records when they are working with the student; considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities; compiling statistical data; or investigating or evaluating programs.

ACCESS BY PARENTS Parents may be denied copies of records after the student reaches age 18 and is no longer a dependent for tax purposes, when the student is attending an institution of postsecondary education, or if they fail to follow proper procedures and pay the copying charge. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of the parent, one copy of the record shall be provided at no charge.

FEES FOR COPIES Copies of records are available at a per copy cost, payable in advance, as specified in the annual notice to parents of their privacy rights. [See FL(EXHIBIT)] [and in alignment with LOCAL GBAA.](#)

TRANSCRIPTS AND TRANSFERS OF RECORDS The District may request transcripts from previously attended schools for students transferring into District schools; however, the ultimate responsibility for obtaining transcripts from sending schools rests with the parent or student, if 18 or older. The District shall promptly forward education records upon request to officials of other schools or school systems in which the student intends to enroll.

RECORDS RESPONSIBILITY FOR STUDENTS IN SPECIAL EDUCATION The official responsible for ensuring the confidentiality of any personally identifiable information in records of students in special education shall be the director of special [services.](#)

Deleted: education

A current listing of [positions of persons who have access to records of students in special education](#) is maintained at the central office.

Deleted: names and

PROCEDURE TO AMEND RECORDS Within 15 school days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten school days after the request is received.

Parents shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence, and at their own expense, may be assisted or represented at the hearing. The parents shall be notified of the decision in writing within ten school days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 school days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

DATE ISSUED: 08/11/2003
LDU-32-03
FL(LOCAL)-X

Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738
512.533.6019 (phone) · 512.533.6003 (fax)
www.laketraavis.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Policy Revision: Local DGBA (Personnel-Management Relations: Employee Complaints/Grievances)
RECOMMENDED ACTION	Second Reading: Proposed Revisions to Local DGBA (Personnel-Management Relations: Employee Complaints/Grievances)
RATIONALE	<p>In order to create a more practical timeline for addressing employee grievances/complaints, administration requests increasing maximum limit on days that an administrator has to respond to a grievance/complaint from five to ten as indicated in the <i>attached</i> Local DGBA Policy (changes highlighted in red). The proposed changes are found in the sections titled "Level One", "Level Two", and "Level Three".</p> <p>Administration would strive to hold conferences in timely manners, but would still be able to conduct the conference in a ten-day time frame if extenuating circumstances occurred that prevented an immediate scheduling.</p>
COMMITTEE CONSIDERATION	Superintendent's Cabinet First Reading Approved by Board Action on September 12, 2005
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Dr. Rocky Kirk
MEETING DATE	Monday, October 24, 2005



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INITIATING
GRIEVANCE

INFORMAL
PROCESS

Since the vast majority of concerns can be resolved only by those individuals who are closest to the problem, it is important that they be contacted first and given an opportunity to respond to any issues or concerns. Most problems will be resolved at this level.

The Board encourages employees to discuss their concerns and complaints through informal conferences with their supervisor, principal, or other appropriate administrator.

Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

FORMAL
PROCESS

If an informal conference regarding a complaint fails to reach the outcome requested by the employee, he or she may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, employees are encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.

FREEDOM FROM
RETALIATION

Neither the Board nor any District employee shall unlawfully retaliate against an employee for bringing a concern or complaint. [See DG]

NOTICE TO
EMPLOYEES

The principal of each campus and other supervisory personnel shall inform employees of this policy.

SPECIFIC
COMPLAINTS

For more information on how to proceed with complaints regarding:

1. Alleged discrimination, including violations of Title IX or Section 504, see DAA.
2. Instructional materials, see EFA.
3. A commissioned peace officer who is an employee of the District, see CKE.

OTHER REVIEW

Complaints alleging certain forms of harassment shall be processed in

PROCESSES

accordance with DHC.

Complaints arising from any of the following must be addressed through the local and statutory processes indicated below:

1. The proposed nonrenewal of a term contract issued under Chapter 21 of the Texas Education Code, in accordance with DFBB.
2. The proposed termination or suspension without pay of an employee on a probationary, term, or continuing contract issued under Chapter 21 of the Texas Education Code during the contract term, in accordance with DFAA, DFBA, or DFCA, respectively.

This policy shall apply to all other employee complaints.

DEFINITIONS

For purposes of this policy, terms are defined as follows:

COMPLAINT /
GRIEVANCE

The terms "complaint" and "grievance" shall have the same meaning. A complaint under this policy may include:

1. Grievances concerning an employee's wages, hours, or conditions of work;
2. Specific allegations of unlawful discrimination in employment based on the employee's sex, race, religion, national origin, age, or disability;
3. Specific allegations of unlawful discrimination or retaliation based on the employee's exercise of legally protected rights;
4. Specific allegations of adverse personnel action based on the employee's good faith report to an appropriate law enforcement authority of a violation of a law by the District or a District employee, i.e., "whistleblower complaints." [See DG]
5. Complaints arising from the dismissal or termination of an at-will employee. [See DCD]
6. Complaints arising from the termination at end of year of the probationary contract of a professional employee. [See DFAA]

FILING

Complaint forms and appeal notices may be filed by hand-delivery, fax, or U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Fax filings shall be timely filed if they are received on or before the deadline, as indicated by the date/time shown on the fax copy. Mail filings shall be timely filed if they are postmarked by U.S. Mail on the deadline.

RESPONSE

At Levels One and Two, "response" shall mean a written communication to the employee from the appropriate administrator. Responses may be hand-delivered or sent by U.S. Mail to the employee's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on the deadline.

DAYS	"Days" shall mean District business days. In calculating time lines under this policy, the day a document is filed is "day zero," and all deadlines shall be determined by counting the following day as "day one."
REPRESENTATIVE	<p>"Representative" means any person who or an organization that does not claim the right to strike and is designated by the employee to represent him or her in the complaint process.</p> <p>The employee may designate a representative through written notice to the District at any level of this process. If the employee designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel.</p>
WHISTLEBLOWER COMPLAINTS	Whistleblower complaints shall be filed within the time specified by law. Such complaints shall first be filed in accordance with LEVEL TWO, below. Time lines for the employee and the District set out in this policy may be shortened to allow the Board to make a final decision within 60 days of the initiation of the complaint. [See DG]
GENERAL PROVISIONS	<p>Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not bring separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.</p> <p>When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.</p>
UNTIMELY FILINGS	<p>All time limits shall be strictly followed unless modified by mutual written consent.</p> <p>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the employee, at any point during the complaint process. The employee may appeal the dismissal by seeking review in writing within five days, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.</p>
COSTS INCURRED	Each party shall pay its own costs incurred in the course of the complaint.
COMPLAINT FORM	<p>Complaints under this policy shall be submitted in writing on a form provided by the District.</p> <p>Copies of any documents that support the complaint should be attached to the complaint form. If the employee does not have copies of these documents, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted.</p> <p>A complaint form that is incomplete in any material aspect may be dismissed, but may be refiled with all the requested information if the refiled is within the designated time for filing a complaint.</p>
INFORMAL CONFERENCE	The staff member closest to the problem should be contacted. In the case of concerns related to student behavior or performance, this staff member will usually be the classroom teacher or coach. In the case of concerns

related to District staff, the appropriate contact person is the immediate supervisor or administrator.

LEVEL ONE

If the matter is not resolved satisfactorily at the level closest to the problem, the next level of supervision should be contacted as follows.

Complaint forms must be filed:

1. Within ten days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

In the case of student/classroom/teacher issues that have not been resolved satisfactorily, the next step would be to contact the principal ~~or designee~~. In the case of other staff members, the next step would be to contact the appropriate supervisor or principal, depending on whether or not the staff member is assigned to an individual campus staff or to District-level staff.

Deleted: counselor, assistant principal, or

Deleted: depending upon the issue and the remedy being sought

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Three following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall hold a conference with the employee within ~~ten~~ days after receipt of the written complaint.

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The administrator shall have five days following the conference to provide the employee a written response.

LEVEL TWO

After seeking resolution of issues/concerns at Level One of supervision, individuals who still feel that their concerns or issues have not been appropriately addressed should make an appointment to visit with the appropriate assistant superintendent, depending on the issues.

The appeal notice must be filed in writing, on a form provided by the District, within five days after receipt of a response or, if no response was received, within five days of the response deadline at Level One.

The assistant superintendent or designee shall hold the conference within ~~ten~~ days after receiving the written request. The assistant superintendent is not required to consider documentation not submitted or issues not presented at Level One. The assistant superintendent or designee shall have five days following the conference within which to respond.

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LEVEL THREE

Issues that are not resolved at the assistant superintendent level should be appealed to the next level. The appeal should be made in writing to the Superintendent's office and must be filed within five days of the response, or, if no response is received, within five days of the response

deadline. Depending on the issue, the Superintendent shall determine whether or not the issue should be placed on the agenda before the Board or whether or not it could possibly be productive to pursue resolution of this issue in a meeting with the Superintendent. If so, the Superintendent shall hold the conference within ten days after receiving the written request. The Superintendent is not required to consider documentation not submitted or issues not presented at Level Two. The Superintendent shall have five days following the conference within which to respond. Any issue not resolved adequately at the Superintendent level may be appealed to the Board for consideration at their regularly scheduled meeting. The request for appeal must be made in writing to the Superintendent and must include the remedy being sought by the complainant. The request must be filed within five days following receipt of a response or, if no response is received, within five days of the response deadline.

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The Superintendent or designee shall inform the employee of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board with copies of the complaint form, all responses, all appeal notices, and all written documentation previously submitted by the employee or the administration. The Board is not required to consider documentation not previously submitted or issues not previously presented.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the employee or the employee's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If for any reason the Board fails to reach a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

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DATE ISSUED: 01/24/2005
LDU-04-05
DGBA(LOCAL)-X

Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738
512.533.6019 (phone) · 512.533.6003 (fax)
www.laketraavis.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Policy Revision: Local GF (Public Complaints)
RECOMMENDED ACTION	Second Reading: Proposed Revisions to Local GF (Public Complaints)
RATIONALE	<p>In order to create a more practical timeline for addressing public complaints, administration requests increasing maximum limit on days that an administrator has to respond to a complaint from five to ten as indicated in the <i>attached</i> Local GF Policy (changes highlighted in red). The proposed changes are found in the sections titled “Level One” and “Level Two”.</p> <p>Administration would strive to hold conferences in timely manners, but would still be able to conduct the conference in a ten-day time frame if extenuating circumstances occurred that prevented an immediate scheduling.</p>
COMMITTEE CONSIDERATION	Superintendent’s Cabinet First Reading Approved by Board Action on September 12, 2005
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Dr. Rocky Kirk
MEETING DATE	Monday, October 24, 2005



LAKE
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SCHOOL
DISTRICT

Proposed changes on 3rd and 4th pages of GF

GUIDING
PRINCIPLES

INFORMAL
PROCESS

Members of the public having complaints regarding the District's policies, procedures, or operations may present their complaints or concerns to the Board after following the procedure defined in this policy. The Board intends that, whenever feasible, complaints shall be resolved at the lowest possible administrative level.

Since the vast majority of concerns can be resolved only by those individuals who are closest to the problem, it is important that they be contacted first and given an opportunity to respond to any issues or concerns. Most problems will be resolved at this level.

Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

FORMAL
PROCESS

If an informal conference regarding a complaint fails to reach the outcome requested by an individual, he or she may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.

FREEDOM FROM
RETALIATION

Neither the Board nor any District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

APPLICATION

Except as addressed by SPECIFIC COMPLAINTS, below, this policy applies to all complaints or grievances from the public.

SPECIFIC
COMPLAINTS

For more information on how to proceed with complaints regarding:

1. Alleged discrimination, see GA.
2. Instructional materials, see EFA.
3. On-campus distribution of nonschool materials, see GKDA.
4. A commissioned peace officer who is an employee of the District, see CKE.

DEFINITIONS

For purposes of this policy, terms are defined as follows:

COMPLAINT / GRIEVANCE	The terms "complaint" and "grievance" shall have the same meaning.
FILING	Complaint forms and appeal notices may be filed by hand-delivery, fax, or U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Fax filings shall be timely filed if they are received on or before the deadline, as indicated by the date/time shown on the fax copy. Mail filings shall be timely filed if they are postmarked by U.S. Mail on the deadline.
DAYS	"Days" shall mean District business days. In calculating time lines under this policy, the day a document is filed is "day zero," and all deadlines shall be determined by counting the following day as "day one."
RESPONSE	At Levels One and Two, "response" shall mean a written communication to the individual from the appropriate administrator. Responses may be hand-delivered or sent by U.S. Mail to the individual's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on the deadline.
REPRESENTATIVE	"Representative" shall mean any person who or organization that is designated by an individual to represent the individual in the complaint process. The individual may designate a representative through written notice to the District at any level of this process. If the individual designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel.
GENERAL PROVISIONS	Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual shall not bring separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.
UNTIMELY FILINGS	All time limits shall be strictly followed unless modified by mutual written consent. If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within five days, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.
COSTS INCURRED	Each party shall pay its own costs incurred in the course of the complaint.
COMPLAINT FORM	Complaints under this policy shall be submitted in writing on a form provided by the District. Copies of any documents that support the complaint should be attached to the complaint form. If the individual does not have copies of these documents, they may be presented at the Level One conference. After the

Level One conference, no new documents may be submitted.

A complaint form that is incomplete in any material aspect may be dismissed, but may be refiled with all the requested information if the refiling is within the designated time for filing a complaint.

The staff member closest to the problem should be contacted. In the case of concerns related to student behavior or performance, this staff member will usually be the classroom teacher or coach. In the case of concerns related to District staff, the appropriate contact person is the immediate supervisor or administrator.

LEVEL ONE

If the matter is not resolved satisfactorily at the level closest to the problem, the next level of supervision should be contacted. In the case of student/classroom/teacher issues that have not been resolved satisfactorily, the next step would be to contact the counselor, assistant principal, or principal, depending upon the issue and the remedy being sought. In the case of other staff members, the next step would be to contact the appropriate supervisor or principal, depending on whether or not the staff member is assigned to an individual campus staff or to District-level staff.

Complaint forms must be filed:

1. Within ten days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Three following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall hold a conference with the individual within ten days after receipt of the written complaint.

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The administrator shall have five days following the conference to provide the individual a written response.

LEVEL TWO

After seeking resolution of issues/concerns at Level One of supervision, individuals who still feel that their concerns or issues have not been appropriately addressed should make an appointment to visit with the appropriate assistant superintendent, depending on the issues.

The appointment must be requested within five days after receipt of a response or, if no response was received, within five days of the response deadline at Level One. **The appropriate administrator shall hold a conference with the individual within ten days after receipt**

of the written complaint.

Prior to or at the time of the conference, the complainant shall submit a signed written complaint that includes his or her signed statement of the complaint including only issues addressed at Level One, any evidence in its support, the solution sought, and the date of the conference with the administrator. The assistant superintendent is not required to consider documentation not submitted or issues not presented at Level One. The assistant superintendent or designee shall have five days following the conference within which to respond.

LEVEL THREE

Issues that are not resolved at the assistant superintendent level should be appealed to the next level. The appeal should be made in writing to the Superintendent's office and must be filed within five days of the response, or, if no response is received, within five days of the response deadline. Depending on the issue, the Superintendent shall determine whether or not the issue should be placed on the agenda before the Board or whether or not it could possibly be productive to pursue resolution of this issue in a meeting with the Superintendent. The Superintendent is not required to consider documentation not submitted or issues not presented at Level Two.

Any issue not resolved adequately at the Superintendent level may be appealed to the Board for consideration at their regularly scheduled meeting. The request for appeal must be made in writing to the Superintendent and must include the remedy being sought by the complainant. The request must be filed within five days following receipt of a response or, if no response is received, within five days of the response deadline.

The Superintendent or designee shall inform the individual of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board with copies of the complaint form, all responses, all appeal notices, and all written documentation previously submitted by the individual or the administration. The Board is not required to consider documentation not previously submitted or issues not previously presented.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the individual or his or her representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If for any reason the Board fails to reach a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

DATE ISSUED: 08/22/2005
LDU-34-05
GF(LOCAL)-X

Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738
512.533.6019 (phone) · 512.533.6003 (fax)
www.laketravis.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Minutes
RECOMMENDED ACTION	Approval
RATIONALE	<p>The minutes of each official Board meeting are reviewed by the Board for accuracy, then approved by the Board prior to becoming public record.</p> <p>Attached are minutes from the following Board meetings: September 12, 2005 – Regular Board meeting September 20, 2005 – Special Called Meeting (Canvassing) September 26, 2005 – Special Called Meeting (Executive Session) September 26, 2005 – Board/Superintendent Conference October 3, 2005 – Board Workshop</p>
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Dr. Rocky Kirk, Melissa Loe, Linnea Bennett
MEETING DATE	October 24, 2005



LAKE
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DISTRICT

Minutes of Regular Meeting

The Board of Trustees Lake Travis Independent School District

A meeting of the Board of Trustees of Lake Travis Independent School District was held September 12, 2005, in the LTISD Administration Board Room, 3322 Ranch Road 620 South, Austin, Texas 78738.

Call To Order

President Susan Tolles called the meeting to order at 5:35 p.m.

Quorum Determination

Trustees Susan Tolles, Fred Goff, Jim Cummings, Mayo Davidson, Kim Nixon, and Bert Vasut were present.

Executive Session

Trustees and Dr. Kirk adjourned into Executive Session at 5:35 p.m. as permitted under Government Code Section 551.071(1)(A), Consultation with Attorney – when the governmental body seeks the advice of its attorney about pending or contemplated litigation; and Government Code Section 551.072, Deliberation Regarding Real Property – to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Trustee Jim Cummings excused himself from Executive Session at 5:50 p.m. due to discussion regarding appraisal of the Lakeway Elementary property.

Trustee Kim Eudy arrived at 5:55 p.m.

Trustee Cummings returned to Executive Session at 6:27 p.m. after discussion of the Lakeway Elementary property appraisal had concluded and before discussion of the other real property item began.

Executive Session adjourned at 6:50 p.m. Trustee Vasut left the meeting at 6:55 p.m.

The regular session began at 7:00 p.m.

Pledge of Allegiance and Moment of Silence

Trustee Tolles asked Andrew Bennett, Lake Pointe Elementary School Student of the Month, to lead the Pledge of Allegiance. A moment of silence was observed.

Superintendent's Report

September Students of the Month – The following students were introduced as September's Students of the Month:

Chris Taveirne – *Bee Cave Elementary School*
 Fallon Reed – *Lakeway Elementary School*
 Andrew Bennett – *Lake Pointe Elementary School*
 Olivia Schultz – *Lake Travis Elementary School*
 Brandon Pasher – *Lake Travis Middle School*
 Sean Hopkinson – *Hudson Bend Middle School*
 Gabrielle Baffi – *Lake Travis High School*

Hurricane Katrina – Dr. Kirk reported that LTISD has now enrolled approximately 30 students evacuated from areas stricken by Hurricane Katrina. LTISD staff and students continue to be very accommodating.

TASB/TASA Convention – Dr. Kirk stated that although it looked as though the TASB/TASA annual convention would be cancelled and/or rescheduled due to Hurricane Katrina, the convention will be held as originally planned at the George R. Brown Convention Center in Houston, Texas, on September 23 – 25th.

Audience Comments

There were no requests to address Trustees.

Executive Session

No action was take on the agenda item “Authorize Administration to Obtain Appraisal on Land (Lakeway Elementary and Lake Travis Elementary)”.

Based on discussion occurring in Executive Session, the following action was taken:

A MOTION was made by Trustee Cummings, seconded by Trustee Davidson, to authorize administration to extend the contract to purchase the Barshop tract from the City of Lakeway, in the event that the sale is not closed prior to September 30.

MOTION CARRIED

[6-0]

Finance and Support Services

2005 Bond Election Update – Mr. Bob Hart presented information regarding the outcome of the Saturday, September 10th bond election. Preliminary results indicate that more than 2,600 community members cast ballots; 52.46% voted in favor of the package.

Trustee Susan Tolles and Mayo Davidson will be present on Tuesday, September 20, 2005, at 8:00 a.m. to canvass the election.

2005-2006 Budget Amendments – Mr. Hart presented information regarding a proposed amendment of \$40,000.00 to the 2005-2006 budget. Mrs. Cynthia Clinesmith asked Trustees to consider approval of the addition of one elementary teacher and stated that movement of some staff and hiring this additional position will provide a better balance and stay within the 22:1 standard.

A MOTION was made by Trustee Davidson, seconded by Trustee Nixon, to approve the addition of one elementary teacher, and amend the 2005-2006 budget by \$40,000.00.

MOTION CARRIED

[6-0]

Bond Program Update – Mr. Jim Ratcliff, Director of Facilities Planning and Construction, presented updated information regarding the following construction projects:

- Lake Travis Elementary School
- Educational Development Center (Bldg. 100)
- Widening of Kollmeyer Drive
- Deferred Maintenance Projects

Communication with County Commissioner regarding proposed road improvement project between Lakeway area and Highway 71 – Dr. Kirk presented information regarding the proposed road improvement project and stated that such a road helps reduce the cost to transport students, improves community access between school district facilities, and improves access for school district purposes between school district facilities.

A MOTION was made by Trustee Goff, seconded by Trustee Cummings, to authorize the Board President to write the County Commissioner supporting the decision to cancel Serene Hills extension to Highway 71 and the relocation of the Bee Creek Road/Highway 71 traffic light intersection and include reasons this would be beneficial to LTISD.

MOTION CARRIED

[6-0]

Administration

First Reading: Revisions to Local Policy FL (*Student Records*) – Cynthia Clinesmith, presented information regarding the proposed revisions to local policy FL. Mrs. Clinesmith stated that the recommendation to update this local policy reflects current district practices, procedures, and policies in relation to fees for making copies of district information available to the public.

First Reading: Proposed Revisions to Local Policies (DGBA, FNG, GF) - Mrs. Clinesmith stated that in order to create a more practical timeline for addressing grievances/complaints, the administrative recommendation is to increase the maximum limit on days that an administrator has to respond to a grievance/complaints from five to ten days. This proposed revision would affect the following local policies:

- Local Policy DGBA (Personnel Management Relations: Employee Complaints/Grievances)
- Local Policy FNG (Student Rights and Responsibilities: Student and Parent Complaints/Grievances)
- Local Policy GF (Public Complaints)

A MOTION was made by Trustee Eudy, seconded by Trustee Goff, to approve the first reading of proposed revisions to local policies FL, DGBA, FNG, and GF.

MOTION CARRIED

[6-0]

Second Reading: Proposed Additions to Local Policy GBAA (*Information Access: Requests for Information*) – Mrs. Clinesmith stated that in order to create a practical and consistent practice in addressing open records requests within the district, the following statement is proposed as an addition to the current policy:

“A copy charge will not be billed in connection with complying with requests that are 50 or fewer pages of readily available information in standard-sized form.”

Second Reading: Proposed Additions to Local Policy FD (*Admissions and Attendance*): Mrs. Clinesmith stated that new legislation adds an additional basis for eligibility for admission to a school district. The proposed addition to Local Policy FD provides clarification, as well as provides policy related to admission requirements and attendance zone specifications that are in line with current attendance zone specifications found in Local FDB.

Mrs. Clinesmith added that the first reading of local policies GBAA and FD were approved at the August 22, 2005, Board meeting.

A MOTION was made by Trustee Nixon, seconded by Trustee Eudy, to approve the second reading of additions to local policies GBAA and FD.

MOTION CARRIED

[6-0]

Consent Agenda

The following items were presented for approval on the consent agenda:

- Change in Appointment of Precinct-A Election Judge
- Minutes of August 22 Special Called Meeting and August 22 Regular Board Meeting

A MOTION was made by Trustee Davidson, seconded by Trustee Cummings, to approve the consent agenda, as presented.

MOTION CARRIED

[6-0]

Upcoming Meetings

Trustee Tolles announced the following future meetings of the LTISD Board of Trustees:

- September 20, 2005, 8:00 a.m. – Canvass Election (Trustee Tolles and Davidson will attend)
- September 23-25, 2005 – TASB/TASA Convention, Houston, Texas
- September 26, 2005, 6:00 p.m. – Board/Superintendent Conference,
- October 3, 2005, 6:00 p.m. – Board Workshop
- October 24, 2005, 7:00 p.m. – Board Meeting

Due to the Thanksgiving holidays, Trustees agreed to combine the November Board Workshop and Board Meeting to be held on Monday, November 14, 2005 at 7:00 p.m. There will no longer be a Board Workshop on November 7th or a Board Meeting on November 21st.

There being no further action, Trustee Tolles adjourned the September 12, 2005, meeting of the LTISD Board of Trustees at 7:50 p.m.

Susan Tolles, President

Fred Goff, Secretary

**Lake Travis Independent School District
Board Of Trustees
Minutes of September 20, 2005**

President Susan Tolles called the meeting of the Lake Travis Independent School District (hereafter referred to as the LTISD) Trustees to order at 8:05 a.m. on September 20, 2005, in the Executive Session Conference Room at the LTISD Administration Building.

Trustee Tolles stated that the meeting was for the purpose of canvassing the results of the bond election held on September 10, 2005.

Board Members Present:

Susan Tolles, Mayo Davidson

Administrators Present:

Bob Hart, Assistant Superintendent of Finance and Support Services

Audience Comments:

Mike Doherty – *comments regarding quorum requirements.*

Discussion and/or Action:

Mr. Hart presented the results of the bond election held on September 10, 2005. Mr. Hart stated that no provisional votes were included, as the county excluded the eight provisional votes. The results of the election are as follows:

1,388 votes – FOR
1,258 votes – AGAINST

A MOTION was made by Trustee Tolles, seconded by Trustee Davidson, to approve the resolution canvassing the bond election.

MOTION CARRIED

[2-0]

There being no further action, the meeting adjourned at 8:15 a.m.

Susan Tolles, President

Fred Goff, Secretary

**Lake Travis Independent School District
Board Of Trustees
Minutes of September 26, 2005**

President Susan Tolles called the Special Called Meeting of the Board of the Lake Travis Independent School District (hereafter referred to as the LTISD) Trustees to order at 5:38 p.m. on September 26, 2005, in the Board Room located at the LTISD Administration Building.

The meeting notice had been posted for the time and in the manner required by law. An announcement was made that a quorum was present.

Board Members Present:

Susan Tolles, Fred Goff, Jim Cummings, Mayo Davidson, Kim Nixon, Bert Vasut

Board Members Not Present:

Kim Eudy

Administrators Present:

Dr. Rocky Kirk, Superintendent of Schools

Bob Hart, Assistant Superintendent of Finance and Support Services

Jim Ratcliff, Director of Facilities Planning and Construction

At 5:38 p.m., LTISD Board of Trustees, Dr. Kirk, Bob Hart and Jim Ratcliff convened in Executive Session, in accordance with Government Code Section 551.072 – *To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.*

Executive Session recessed at 6:20 p.m. and the Open Session of the meeting immediately resumed. No action was taken.

With no other business, the Board adjourned the September 26, 2005, meeting at 6:20 p.m.

Susan Tolles, President

Fred Goff, Secretary

**Lake Travis Independent School District
Board Of Trustees
Minutes of September 26, 2005**

President Susan Tolles called the meeting of the Lake Travis Independent School District (hereafter referred to as the LTISD) Trustees to order at 6:52 p.m. on September 26, 2005, in the LTISD Administration Building Board Room.

The meeting notice had been posted for the time and in the manner required by law. An announcement was made that a quorum was present.

Board Members Present:

Jim Cummings, Susan Tolles, Fred Goff, Mayo Davidson, Kim Nixon, Bert Vasut

Board Members Not Present:

Kim Eudy

Administrators Present:

Dr. Rocky Kirk, Superintendent of Schools

At 6:52 p.m., LTISD Board of Trustees and Dr. Kirk convened in an Executive Session, in accordance with Section 551.074 of the Government Code, to consider the quarterly performance evaluation of the Superintendent of Schools.

Executive Session recessed at 9:25 p.m. and the Open Session of the meeting immediately resumed. No action was taken.

With no other business, the Board adjourned the September 26, 2005, meeting at 9:25 p.m.

Susan Tolles, President

Fred Goff, Secretary

Minutes of Board Workshop

The Board of Trustees Lake Travis Independent School District

A workshop of the Board of Trustees of Lake Travis Independent School District was held October 3, 2005, in the LTISD Administration Board Room, 3322 Ranch Road 620 South, Austin, Texas 78738.

Call To Order

President Susan Tolles called the meeting to order at 5:35 p.m.

Quorum Determination

Trustees Susan Tolles, Kim Eudy, Fred Goff, Mayo Davidson, Kim Nixon, Bert Vasut and Jim Cummings were present.

Executive Session

Trustees adjourned into Executive Session at 5:35 p.m., as permitted under Government Code §551.072 – Deliberation Regarding Real Property, to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Trustee Vasut left the meeting at 6:10 p.m.

Executive Session recessed at 6:15 p.m. and the open session immediately resumed. There was no action taken based on discussion occurring in Executive Session.

President Tolles introduced the public hearing portion of the meeting and shared that at the conclusion of the presentation, public comments and/or questions would be accepted.

Public Hearing,

Brad Goerke, LTISD Director of Budget and Accounting, presented the School F.I.R.S.T. (Financial Integrity Rating System of Texas) results. Mr. Goerke stated that the hearing provides an opportunity to share with the community the district's financial rating as determined by the Texas Education Agency.

Trustee Tolles provided the opportunity for public comments and there were none. The Public Hearing portion of the meeting closed at 6:35 p.m. and the open session immediately resumed.

Curriculum and Instruction

Melanie Damron, Assistant Superintendent of Curriculum and Instruction, presented Advanced Placement scores.

Finance and Support Services

Jim Ratcliff, Director of Facilities and Construction Planning, presented a construction report for Lake Travis Elementary School and other ongoing construction projects.

Bob Hart, Assistant Superintendent of Finance and Support Services, presented information on the closing fund balance of the 2004 bond program, 2001 bond program finances and 2004-05 and 2005-06 budget updates. He also updated the Board on the status of Hurricane Rita reimbursements.

Administrative Services

The Developmental Assets presentation was rescheduled to the December 5 Board Workshop.

Upcoming Meetings

Trustee Tolles announced the following upcoming Board of Trustees' workshops and meetings:

- October 24, 2005, Board Meeting, 7:00 p.m.
- October 28-30, 2005, TASB/TASA Conference, Dallas, Texas
- November 14, 2005, Board Workshop, 6:00 p.m.
- December 5, 2005, Board Workshop, 6:00 p.m.
- December 19, 2005, Board Meeting, 7:00 p.m.

There being no further action, the October 3, 2005, meeting of the LTISD Board of Trustees adjourned at 7:48 p.m.

Susan Tolles, President

Fred Goff, Secretary