

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 March 27, 2006, beginning at 5:30 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. Quorum Determination
2. Pledge of Allegiance and Moment of Silence - Estimated time of 7:00 p.m.
3. Superintendent's Report
 - A. Report to Board- Information from administration and legal counsel regarding policies, practices, and district data related to: 1) requests for documents under the Public Information Act; 2) requests for information not covered by the PIA; and 3) complaints filed with or against the district 3
4. Discussion and/or Action
 - A. Administration
 1. Level III Parent Complaint
 - B. Finance and Support Services
 1. Construction Update
 - a. 2006 Bond Budget 66
 2. Future School Sites 70
5. Call To Order
6. Closed Session - The Board will meet in Closed Session as permitted under the Texas Government Code, Section 551.071, Consultation with Attorney, when the governmental body seeks the advice of its attorney about pending or contemplated litigation or to receive confidential legal advice.
7. Level III Parent Complaint 71
8. 2006 Bond Financial Update
9. March Students of the Month 74
10. Audience Comments
11. Follow-up to Superintendent's Report Item - Information from administration and legal counsel regarding policies, practices, and district data related to: 1) requests for documents under the Public Information Act; 2) requests for information not covered by the PIA; and 3) complaints filed with or against the district
12. Notices of Terminations of Probationary Contracts 75
13. 2001 and 2004 Bond Budget Amendments 76
14. Consent Agenda
 - A. First Reading: Revision to Local Policy DCB (Employment Practices: Educator Term Contracts) 84

B. Second Reading: Approval of Local Policies as Presented in Local Policy Manual Update 77	86
C. Second Reading: Local Policy FFA (Student Welfare: Wellness and Health Services)	87
D. Class Size Waiver – Lake Pointe Elementary	91
15. Resolution Adopting Multi-Hazard Emergency Operations Plan	94
16. Resolution Declaring July 19, 2006, as “Take Our Daughters and Sons to Work Day”	96
17. LTHS Proposed Innovative Courses	98
18. February 2006 Financials - Statement of Revenues and Expenditures, Balance Sheet, Summary of Tax Collections, and Quarterly Investment Report	99
19. Minutes - February 20, 2006, Board Meeting; March 6, 2006, Board Workshop; March 21, 2006, Board/Superintendent Conference; March 23, 2006, Special Called Meeting	104
20. Closed Session - The Board may convene in Closed Session as permitted under Texas 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; Texas Government Code Section 551.074, Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer of employee; and Texas Government Code Section 551.071 - Consultation with Attorney, when the governmental body seeks the advice of its attorney about pending or contemplated litigation or to receive confidential legal advice.	
21. Upcoming Meetings	
A. May 8, 2006, Board Workshop, 6:00 p.m., EDC	
22. April 3, 2006, Board Workshop, 6:00 p.m., EDC	
23. April 17, 2006, Board and Superintendent Team Building Session, 6:00 p.m., EDC	
24. April 24, 2006, Board Meeting, 7:00 p.m., EDC	
25. May 22, 2006, Board Meeting, 7:00 p.m., EDC	
26. Adjournment	

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	Report to Board- Information from administration and legal counsel regarding policies, practices, and district data related to: 1) requests for documents under the Public Information Act; 2) requests for information covered by the PIA; and 3) complaints filed with or against the district.
RECOMMENDED ACTION	At the Board's discretion
RATIONALE	See attachment
COMMITTEE CONSIDERATION	N/A
BUDGET PROVISIONS	See attachment
RESOURCE PERSONNEL	Dr. Rocky Kirk, Superintendent Ms. Ann Greenberg, Attorney
MEETING DATE	March 27, 2006



LAKE
TRAVIS
INDEPENDENT
SCHOOL
DISTRICT

Executive Summary Board Report

On February 20, 2006, the LTISD Board agenda included a discussion and/or action item titled *Complaints and Citizens Requests for Information*. The item, placed on the agenda by Board President Susan Tolles, was the product of concern by the Board regarding a recent history of unprecedented, voluminous requests for 1) documents under the Public Information Act; 2) requests for information not covered by the PIA; and 3) complaints filed with or against the district.

Board members cited at their February 20, 2006, meeting their individual and collective commitment to embracing the spirit and intent of the Public Information Act and policies that allow for complaints to be heard and resolved. However, the Board voiced its concern regarding the amount of staff time and taxpayer resources that are being directed to this issue. The Board asked the superintendent of schools to prepare a report that would allow them to better understand the nature and implications of this sustained and significant challenge to the district.

Tonight, LTISD superintendent Dr. Rocky Kirk will be joined by attorney Ann Greenberg in presenting information to the Board based on questions submitted by Board members on this topic. The report presented includes information within three categories of interest to the Board: 1) policy and statutory requirements and related district procedures for complying with requests for information and/or complaints and recommendations for streamlining and maximizing efficiency of operations in responding to them; 2) volume and types of requests for information and complaints and the district resources utilized to adequately and appropriately respond to such requests and complaints; and 3) implications and effects of requests for information and complaints on the district's ability to fully support the Core Commitments adopted by the Board of Trustees.

Category 1 of the presentation will include information provided by Ann Greenberg, counsel for the district. Ms. Greenberg will explain the statutory requirements of the Texas Public Information Act and the related administrative regulations included in the Texas Administrative Code. Ms. Greenberg will also discuss the District's policies that apply to the Texas Public Information Act's requirements and administrative regulations, as well as the procedures the District has implemented to apply the legal requirements in a streamlined, efficient, and effective manner. Ms. Greenberg will also address relevant complaint procedures set forth in District policy. Finally, Ms. Greenberg will address the District's diligent efforts to respond to letters of inquiry and the District's progress in streamlining its responses to complaints and letters of inquiry.

Category 2 of the presentation presented by Superintendent Dr. Rocky Kirk will include an analysis of district data from August 1, 2005, through March 24, 2006, that resulted in the following findings:

Public Information Act

- 947 Public Information Act requests from 48 requestors
 - 40 requestors made single requests (0.1% each)
 - 5 requestors made two requests (0.2% each)
 - 1 requestor made six requests (0.6%)

- 1 requestor made 31 requests (3.3%)
- 1 requestor made 860 requests (90.8%)
- 63,000 pages of documents copied in response to requests (approximate)
- 750 staff work hours (approximate)
- \$ 215,000. in associated legal costs (to date) to comply with PIA
- \$ 322,000 (\$26,876 per month) projected estimated associated legal costs to comply with PIA during 2005-06 fiscal year.

In comparison, Houston ISD, with 200,000 students (40 times larger than LTISD) had 870 PIA request during the 2004-05 school year. HISD budget is \$ 1.3 billion. LTISD budget is \$59 million.

Formal Level I, II, III FNG Complaints¹

- 52 formal complaints from 5 individuals
- 2 individuals made a single complaint
- 1 individual made three complaints
- 1 individual made 47 complaints
- \$ 41,274. in associated legal costs (to date) to address Level I, II and III complaints
- \$ 61,912. projected estimated associated legal costs to address Level I, II and III complaints during 2005-06 fiscal year (\$ 5,159. per month)

Informal Inquiries

- No definitive record for this category is maintained by the district; however, estimated numbers of letters of inquiry received by the Assistant Superintendent for Administrative Services and the Office of the Superintendent is 75 – 100.
- District policy and the PIA do not required the district to respond to questions of this nature. District administrative staff use discretion in determining whether the district should respond to a request based on reasonable professional, ethical and legal standards.

Other Complaints Filed Outside of District

- Other legal and administrative proceedings on behalf of the District have resulted in a total cost of \$ 176,671 in legal fees and expenses. The 2005 – 2006 fiscal year projected estimated legal costs to address these matters is \$ 198,754 (\$ 16,562 per month).

Summary of Financial Implications

- \$433,015 actual (to date) costs incurred to address PIA, Level I, II, and III complaints, and other complaints outside of District.

¹ The District has not received any public complaints (Policy GF) or employee complaints/grievances (Policy DGBA) in the time period made the subject of this report.

- \$ 649,523 (\$54,127 per month) projected estimated associated legal costs to address PIA, Level I, II and III complaints and other complaints beyond district level.

The Interrelation of Matters

- Some of the costs are increased due to the multiple layers of review that are necessitated by the interrelation of matters.

As a final category reported, Dr. Kirk is expected to share with the Board the implications and effects of requests for information and complaints on the district’s ability to fully support the Core Commitments adopted by the Board of Trustees at their May 5, 2003, meeting. The district’s commitment to the spirit and intent of the PIA and access to a legitimate complaint process has resulted in:

- Zero incidents of the District knowingly disregarding or failing to comply with PIA or complaint policies.

Regarding implications and effects of requests for information and complaints on the District’s ability to fully support the Core Commitments adopted by the Board of Trustees, Dr. Kirk will cite financial, human resource, social and political implications.

Financially, the projected \$650,000 impact on budget could potentially fund, wholly or in combination:

- 15 teachers
- Expanded academic program offerings
- Instructional materials
- Salary adjustments for teachers and staff

Dr. Kirk will also cite that at the current rate of expenditure (\$56,000/month) to comply with PIAs and complaints effectively neutralizes the \$200,000+ annual contribution of the Lake Travis Education Foundation.

With regard to the impact on human resources, Dr. Kirk will share his views regarding the significant impact of these challenges as they relate to:

- Work productivity of staff
- Emotional impact on staff
- Potential turnover of staff

Dr. Kirk will conclude his remarks by sharing the social and political implications of balancing the district’s commitment to compliance with a reasonable public policy response. The goal is to find a balance that does not compromise the district’s ability to fulfill its role and promise to provide exemplary educational experiences for the students it serves.

The social and political implications include:

- Maintaining our pledge to remain true to the democratic ideal of citizens having access to government
- Educating citizens of their responsibility to find the balance between utilizing open government provisions without compromising the governmental entity’s ability to fulfill its role and purpose

- Avoiding misinterpretation of District motives and actions in its attempt to provide a format for responsible public discourse that can lead to a solution that reflects a respect for the District's mission as well as the public's access to our work.

The Board may, as its discretion, discuss and/or take any action it deems appropriate in response to this report. It is anticipated that further reconsideration and/or action regarding this topic may occur at the April 3, 2006, Board workshop and/or the April 24, 2006, regular meeting of the Board of Trustees.

Report to Lake Travis ISD Board of Trustees

Presented by:

Dr. Rocky Kirk, Superintendent
&
Ann Greenberg, Attorney at Law

Public Information Act

- The Public Information Act (PIA) is a state law adopted in 1973 and now codified at Chapter 552 of the Texas Government Code.
- In the spirit of open government embraced by the District, the PIA creates a legal presumption that all information created, owned, maintained, or received by the District is available for public inspection or release unless specifically excepted from disclosure.
- The Texas Attorney General is empowered to maintain uniformity in application, operation, and interpretation of the PIA.

Application of the PIA

- The District's receipt of a written request for information triggers the PIA and all its procedures, including a duty to release the requested records, furnish a written estimate of charges, assert exceptions, and/or provide documents to the Attorney General for a decision on whether to release them. Tex. Gov't Code § 552.221; Lake Travis ISD GBAA (Legal); GBAA (Local); GBAA (Exhibit); and GBA.
- While there are some exceptions that allow the District to withhold requested information, the PIA generally does not permit the District to make that decision on its own. The exceptions are found in subchapter C of the PIA.

Application of the PIA

- Two types of exceptions: mandatory and permissive. Both types require the District to request a determination from the OAG.
 - Mandatory: confidential by law
 - Permissive: the District has discretion to either release or seek a determination requesting the ability to withhold the information unless the requestor agrees to pay to the redaction of information and agrees to pay the redaction fee associated with redacting the information.

Examples of Mandatory Exceptions:

- Student records (§552.114);
- Personnel information, such as transcripts maintained in a personnel file of a professional school employee (§552.102); and
- Certain personal information of District employees who have opted out of release of information (§552.117).

Examples of Permissive Exceptions:

- Threatened or pending litigation, which includes administrative proceedings (§552.103); and
- Rule 503 of the Texas Rules of Evidence - Attorney Client Privilege

Three Times When a Governmental Entity (the District) Does Not Have to Request an Attorney General Decision:

- The Attorney General has made a 'previous determination' in response to the inquiry of the same district over the same records. Tex. Att'y Gen. ORD-673 (2001).
- The records are exempt under FERPA (Family Educational Rights and Privacy Act) because they personally identify a student.
- The 79th legislature enacted a new provision by which a governmental entity may redact social security numbers, without the need to submit the document containing the social security number(s) to the Attorney General for a determination. Tex. Gov't Code §552.147.

Consequences for Failure to Comply with the PIA

- The release of records that the District could otherwise have withheld;
- Criminal penalties; and
- Civil remedies, including writ of mandamus and suit for declaratory judgment and/or injunction.

How the District Processes a PIA Request

- The District logs the date the request was received.
- The Director of Communications coordinates the response.
 - **This likely requires coordination between departments and/or campuses.**
- If the record is temporarily unavailable because the District is using it or it has been stored, certify that fact in writing to the requestor and set a reasonable date and time when the information will be available. Tex. Gov't Code § 552.221.

How the District Processes a PIA Request

- If the request is unclear or voluminous, the District may request clarification. Clarification tolls the deadlines. Tex. Att’y Gen. ORD-663 (1999); Tex. Att’y Gen. OR 2002-1480. If the District cannot determine what is being requested, it may ask the requestor to clarify the request. Tex. Gov’t Code § 552.222.
- If a large amount of information has been requested, the District may ask (but not require) the requestor to narrow the scope of the request. Tex. Gov’t Code § 552.222.

How the District Processes a PIA Request

- The District and, depending on the request and/or other factors, the District's counsel reviews the documents and decide whether to submit the request to the Attorney General for a determination.
- If the District seeks a determination from the Office of the Attorney General ("OAG"), it must do so and state the exceptions that would prohibit release of the information *by the end of the 10th business day* following receipt of the request. Tex. Gov't Code § 552.301(b).

How the District Processes a PIA Request

- The District must notify the requestor of the request for an Attorney General determination.
- In addition, before the 15th business day after receiving the request, the district must submit to the Attorney General and copy the requestor (except the attachments):
 - written comments stating the reasons why the exceptions apply;
 - a copy of the written request;
 - a signed statement as to the date the request was received or evidence sufficient to establish that date;
 - a copy of the requested information (or, if voluminous, representative samples); and
 - marks or labels on the information itself to indicate which exceptions apply to which parts. Tex. Gov't Code § 552.301(e).

How the District Processes a PIA Request

- All public information is released by the District within ten business days, subject to the cost estimate and bond provisions as set forth below.
- A copy of the request and all supporting materials including documentation reflecting the timeline of receipt and delivery of the request is maintained.
- If a request for a determination is made, the District's receipt of a determination from the OAG triggers a 10 business day deadline to release the public records; notify the requester of the exact day, time, and place that copies of the records will be provided or that the records can be inspected; or notify the requester of the district's intent to challenge the decision in court.

Examples of PIA Requests

- A simple, straightforward request for information clearly within the public domain may be filled quickly and without the need for a determination from the OAG.
 - Example: A request for a copy of the student directory. A student directory contains only public information.

Examples of PIA Requests

- Whereas, a request for the personnel records of an employee requires careful review and, most likely, a request for a determination from the OAG. While some of the information contained within a personnel file is public information, certain information is not.
 - Example: A transcript from an institution of higher education maintained in the personnel file of a professional public school employee is excepted from disclosure, except that the disclosure of the degree obtained or the curriculum on a transcript in the personnel file of an employee is not excepted from disclosure.

Examples of PIA Requests

- A request for information requiring multiple layers of review are the most challenging for the District.
 - Example: A request for a copy of the District's emergency handbook. The emergency handbook is tailored on each campus and department, as applicable. Consequently, the District must search several different areas, which is challenging and time-consuming. Finally, the handbook contains confidential information which must be submitted to the OAG for a determination.

Charges

- The PIA, Texas Administrative Code, District policy GBAA (Local) and GBAA (Exhibit) set forth the parameters and amounts of charges.
 - If the total cost to produce the requested information will exceed \$40, the District must send an itemized statement of estimated charges to the requestor (presumably within 10 business days of receipt of the request) that meets all the elements of 1 Tac § 111.67(a). Tex. Gov't Code § 552.2615.
 - If the requestor does not respond within 10 business days, the request is considered withdrawn.
 - If later calculations reveal that the original estimate was off by 20% or more, the District must send an updated estimate. Tex. Gov't Code § 552.2615(c); 1 Tac § 111.67(b).

Charges

- Generally, the District may charge for copies as follows:
 - \$0.10 to copy each page after the 50th page that contains information, front or back. Note: It is permissible to charge for every page, from the very first page copied. However, District policy sets forth charges beginning at page 51.
 - In some instances, the District may charge for personnel time at a rate of \$15 per hour or overhead time at 20% of personnel costs. 1 TAC § 111.63(e).
 - Additional rule-based charges may be made for non-standard copies (tapes, computer disks, microfilm, or paper larger than legal size).
 - * Programming time may be charged at \$26 per hour.

Charges

- Supplies and shipping charges may be charged at cost.
- The District may require an advance payment (50% deposit or a full-amount “bond”) for the cost of copies when charges will exceed \$100. Tex. Gov’t Code § 552.263; 1 TAC § 111.67.
- When a requestor owes more than \$100 on previous requests, the District may require payment as a condition of preparing copies in response to a new request. 1 TAC § 111.67(f).

Requestor's Complaint of Overcharge

- The requestor may complain of overcharge within 10 days of payment. If the district receives a letter claiming it overcharged, the district must respond in writing within 10 days to the Office of the Attorney General. 1 TAC § 111.68.

Inspection/Access to Information

- The PIA grants the public the right either to *receive copies* or to *inspect* public records. Tex. Gov't Code §§ 552.221(b) (1), (c), (d); 552.225; 552.271; 552.272.

Inspection/Access to Information

- Despite the fact that the cost to the District of preparing for and permitting inspection typically exceeds the cost of copying, the District may not ordinarily recoup its costs – or, indeed, charge anything. Tex. Gov't Code §§ 552.271; 552.272; 1 TAC § 111.65.
 - However, the District may charge \$0.10 per page for each page that contains both public and confidential information and which requires redaction of the confidential information.
 - Additionally, the District may charge when the requested records are older than 5 years and take more than 5 hours to compile, or the requested records completely fill 6 archival boxes and take more than 5 hours to compile. 1 TAC § 111.65.

The District's Complaint Procedures

- District policy sets for the procedures for three types of complaints:
 - (1) Student and Parent Complaints (see FNG Legal & Local);
 - (2) Employee Complaints (see DGBA Legal & Local); and
 - (3) Public Complaints (see GF Legal & Local).
- The District has not received any complaints from the public or employee complaints in the time period made the subject of this report (August 1, 2005 through March 24, 2006). Consequently, this report will only examine the process for student and parent complaints.

The District's Complaint Procedures

- **FNG applies to all complaints or grievances from students or parents, with the exception of certain specific complaints enumerated in FNG (Local).**
- **The purpose of policy FNG (Local) is to secure, at the lowest possible administrative level, prompt and equitable resolution of student and parent complaints.**
- **The terms “complaint” and “grievance” have the same meaning in the District’s policy described herein.**
- **The term “days” means District business days in the policy described herein.**
- **The Board encourages students and parents to discuss their concerns and complaints through informal conferences with the appropriate teacher, principal, or administrator.**

The District's Complaint Procedures

- The District has a three-level process for processing formal FNG complaints:
 - (1) Level I;
 - (2) Level II; and
 - (3) Level III.

Level I Complaints

- (1) Complaint forms must be filed 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 authority to remedy the alleged problem.
 - If the alleged problem (such as matter of policy) can only be considered by a Level II administrator, then Level I may be waived by the District.
 - 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.

Level I Complaints

- If the complaint is not filed with 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 administrator shall hold a conference with the student or parent within ten after receipt of the written complaint.
- The administrator shall have five days following the conference to provide the student or parent a written response.

Level II Complaints

- After seeking resolution 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.
- The request must be made within five days after receipt of a response or, if no response is received, within five days of the response deadline at Level One.

Level II Complaints

- The student or parents shall submit a written complaint that includes:
 - (1) The student's or parent's signed statement of the complaint;
 - (2) Any evidence in its support;
 - (3) The solution sought; and
 - (4) The date of the conference at Level One.

Level II Complaints

- The Assistant Superintendent is not required to consider any 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.
- The Assistant Superintendent 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 a written response.

Level III Complaints

- If the student or parent is not satisfied at Level Two, then he or she may appeal to Level Three within five days of the response (or, if no response is received, within five days of the response deadline).
- The Superintendent shall determine whether the issue should be placed on the Board's agenda or whether or not it could be productive to pursue resolution 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.

Level III Complaints

- Any issue not resolved at the Superintendent level may be appealed to the Board.
 - (1) Consideration by the Board will be made at their regularly scheduled meeting;
 - (2) The request for appeal must be made in writing to the Superintendent;
 - (3) The request for appeal must include the remedy being sought;
 - (4) 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);

Level III Complaints

(5) 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 Board's agenda;

(6) 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; and

(7) The Board is not required to consider documentation not previously submitted or issues not previously presented.

Level III Complaints

- 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.

Level III Complaints

- At Level Three:
 - 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 of the decisions at the preceding levels.
 - A record of the Level Three presentation, including the presentation by the student or parent or the student or parent's representative, any presentation from the administration, and questions from the Board with responses.

Level III Complaints

- At Level Three:
 - The presentation shall be recorded by audio recording, video/audio recording, or court reporter.
 - The Board may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting.
 - If the Board fails to reach a decision regarding the complaint by the end of the next regularly scheduled Board meeting, the lack of response by the Board upholds the administrative decision at Level Two.

PIA Requests: Quantity

August 1, 2005 to March 24, 2006

- 947 PIA Requests from 48 requestors
- 40 requestors made single requests (0.1%)
- 5 requestors made two requests (0.2%)
- One requestor made six requests (0.6%)
- One requestor made 31 requests (3.3%)
- One requestor made 860 requests (90.8%)

PIA Requests: Human Resources

August 1, 2005 to March 24, 2006

- 63,000 pages of documents copied in response to requests *
- 750 staff work hours *
- \$215,000 in associated legal costs to comply with PIA (to date)
- \$322,000 projected estimated legal cost to comply with PIA during 2005-2006 (\$26,876/month)

* Approximate

PIA Requests: Recovered Expenses

- District Policy GBAA (Exhibit)
 - \$0.10/page for copies exceeding 50 page
- PIA Guidelines
 - \$15/hour for labor when copies exceed 50 pages
 - Overhead is 20% of total amount for copies and labor charges combined.
- The District has provided requestors with a total of \$10,554.84 in estimated charges
 - Requestors have accepted \$166.05 (.02%) of the charges to obtain the documents.
 - All other documents are produced for the requestor to review; when the requestor modifies the request to review documents, payment is not required.

Comparison with Houston ISD

- Houston ISD: 200,000 students
(40 times larger than Lake Travis ISD)
 - 870 PIA requests during 2004-2005 school year
- Houston ISD Budget: \$1.3 Billion
- Lake Travis ISD: 947 PIA requests Aug. 1, 2005 thru March 24, 2006
- Lake Travis ISD Budget: \$59 Million

FNG

Grievances/Complaints: Quantity

August 1, 2005 to March 24, 2006

- 52 formal complaints from five individuals
 - Two individuals made a single complaint
 - One individual made three complaints
 - One individual made 47 complaints
- * **The District has not received any public complaints (Policy GF) or employee complaints/grievances (Policy DGBA) since August 1, 2005**

FNG

Grievances/Complaints: Financial Implications

August 1, 2005 to March 24, 2006

- \$41,274 in associated legal costs to date to address Level I, II and III complaints
- \$61,912 projected estimated associated legal costs to address FNG Level I, II and III complaints during 2005 – 2006 fiscal year (\$5,159/month)

Informal Inquiries

August 1, 2005 to March 24, 2006

- No definitive record for this category is maintained by the district. However, the estimated number of requests received is 75–100.
- District Policy and the Texas PIA do not require the district to respond to questions of this nature.
 - Administrative staff use discretion in determining whether the district should respond to a request based on reasonable professional, ethical and legal standards.

Other Complaints Filed Outside of District

- Other legal and administrative proceedings on behalf of the District have resulted in a total cost of \$176,671 in legal fees and expenses.
- The 2005–2006 fiscal year projected estimated legal costs to address these matters is \$198,754 (\$16,562/month).

Summary of Financial Implications

- \$433,015 actual (to date) costs incurred to address PIA, Level I, II, and III complaints, and other complaints outside of District.
- \$649,523 (\$54,127/month) projected estimated associated legal costs to address PIA, Level I, II, and III complaints and other complaints beyond district level.

The Interrelation of Matters

- Some of the costs are increased due to the multiple layers of review that are necessitated by the interrelation of matters.

**Implications and Effects of Requests
for Information and Complaints on
the District's Ability to Fully
Support the Core Commitments
Adopted by the Board of Trustees**

Commitment to the Spirit and Intent of the PIA & Access to a Legitimate Complaint Process

- 1,000 PIA Requests
- 63,000 pages of documents copied in response to requests (approximate)
- 52 Level I, II and III FNG complaints
- Zero incidents of the District knowingly disregarding or failing to comply with PIA or complaint policy

Financial Implication: Projected Impact on Budget

- \$650,000 (fiscal year 2005 – 2006)
- Could fund wholly or in combination:
 - 15 teachers
 - Expanded academic program offerings
 - Instructional materials
 - Salary adjustments for teachers and staff
- Effectively neutralizes LTEF contribution in 4 months
 - (\$56,000/month)

Human Resource Implications

- Work productivity
- Emotional impact
- Potential turnover of staff

Social Implications

- Democratic ideals, access to government
- Civic responsibility to find balance between accessing district and not compromising District's ability to deliver on its promise to provide exemplary educational experiences for the students it serves.

Political Implications

- Avoiding misinterpretation of District motives and actions in its attempt to provide a format for responsible public discourse.
- Difficulty in sufficiently educating community and beyond to allow for thoughtful, intelligent public discourse toward a reasonable public policy solution that ensures access to open, transparent government while protecting the ability to successfully fulfill their mission on behalf of the people we serve.

Efforts to Streamline The District's Complaint Processes

- Level I, Level II and Level III Complaints
 - Level I may be waived by the District
 - A number of Level I and Level II matters have been considered by one administrator, reducing the amount of time and human resources implicated while ensuring full compliance with the complaint procedures and the District's goal of providing a responsive forum for the consideration of complaints.

Efforts to Streamline The District's PIA Processes

- PIA requests are processed within the district by the Director of Communications
 - Funnels resources
 - Centralized communications and document controls
 - Centralized communications with counsel, as needed
 - Tracks time and resources utilized

Efforts to Streamline The District's Response to Letters of Inquiry

- One administrator has been tasked with the review of all letters of inquiry
 - Administrator may pass inquiry on to appropriate personnel
 - Administrator may respond to one or a number of inquires in one setting
 - Administrator may consolidate response to multiple letters sent to multiple District employees
- This process has:
 - Reduced the number of personnel involved as well as the time spent on redundancy

Public Information Act: Community Awareness

- District Web Site
 - Texas PIA
 - Responsibilities of requestors and district as outlined by Attorney General
 - Contact information and Guidelines for submitting a request
- Monthly Reports to Board
 - Received requests
 - Post on Web site

Commitments and Understandings

- Continue to respect and abide by the law and Board policy
- Seek your guidance as elected officials responsible for holding the public's trust and providing for wise stewardship of district resources
- Recognize the proper role of the Board in leading discussion on public policy issues

***Lake Travis Independent
School District***

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	2006 Bond Budget
RECOMMENDED ACTION	Approval
RATIONALE	Presented is the original 2006 bond program budget as recommended by the Bond Advisory Team, approved by the Board of Trustees and presented to the community. Included with this are proposed amendments and justifications for those amendments. Some amendments are based on a reclassification of appropriations based on the packaging the work to be bid or based on staff responsibilities and accounting classifications. Others are based on actual economic changes. This budget authorizes the expenditures of bond proceeds.
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	As amended.
RESOURCE PERSONNEL	Bob Hart 533-6016
MEETING DATE	March 27, 2006



LAKE
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Lake Travis ISD
2006 Bond Program
Proposed Budget
March 27, 2006

	Original Budget	Proposed Amendment	Amended Budget
Resources			
1 Bond Proceeds	126,830,000	573,585	127,403,585
2 Interest Revenue	0	3,000,000	3,000,000
3 Other	0	475,000	475,000
Total Resources	126,830,000	4,048,585	130,878,585
Appropriations			
10 Elementary School #5	15,875,000	0	15,875,000
20 Lake Travis Middle School	9,227,000	374,475	9,601,475
20 Hudson Bend Middle School	3,098,000	369,523	3,467,523
30 Lake Travis High School	56,305,000	976,880	57,281,880
40 Transportation Facility	6,015,000	6,000	6,021,000
50 Stadium	1,135,000	0	1,135,000
Construction/Renovation	91,655,000	1,726,878	93,381,878
61 Elementary Upgrades/Renovations	1,052,750	95,460	1,148,210
62 Small Maintenance Projects	1,621,180	(1,198,148)	423,032
63 Educational Development Center	570,000	0	570,000
64 FANS Improvements	185,000	(143,190)	41,810
65 Portables	390,000	0	390,000
		0	
Small Renovation Improvements	3,818,930	(1,245,878)	2,573,052
70 Land	15,750,000	0	15,750,000
71 Access Controls	229,200	0	229,200
72 Criminal Background Systems	17,500	0	17,500
73 Security Surveillance	50,000	193,800	243,800
74 Mechanical	121,000	0	121,000
Building Equipment	417,700	193,800	611,500
81 Instructional Equipment	1,495,000	0	1,495,000
82 Technology	8,335,000	(193,800)	8,141,200
83 Transportation	2,505,000	0	2,505,000
84 Maintenance	333,370	(6,000)	327,370
Other Equipment	12,668,370	(199,800)	12,468,570

Lake Travis ISD
 2006 Bond Program
 Proposed Budget
 March 27, 2006

	Original Budget	Proposed Amendment	Amended Budget
91 Bond Issuance Costs	1,975,000	(901,415)	1,073,585
92 General Fund Reimbursements	545,000	0	545,000
93 Interest Costs	0	0	0
94 Contingency	0	4,475,000	4,475,000
Other Costs	2,520,000	3,573,585	6,093,585
Total 2006 Bond Program	126,830,000	4,048,585	130,878,585
Balance	0	0	0

The following Category of Items were presented to the Bond Advisory Team and community last year in the bond election information. These items have now been specifically detailed separately for bidding and accounting purposes:

Capital Repair	61, 62, 71, 72, 73, 74, 84	\$3,425,000
Other	63, 64, 65, 91, 92	\$3,665,000

2006 Bond Program
Proposed Budget (with Amendments)
March 27, 2006

Resources

1. Premium on bonds to off-set bond issue costs.
2. Projected interest revenue, net of arbitrage rebates.
3. Other resources – 1) season ticket sales for chair back seat in stadium and 2) donations for gymnasium.

Appropriations

20. To improve efficiency of work, shift appropriations from Small Maintenance Projects (\$696,268) and FANS (\$47,730) to construction contracts for Middle School Expansions for various upgrades and renovations.
30. To improve efficiency of work, shift appropriations from Small Maintenance Projects (\$501,880) to construction contract for Lake Travis High School for various upgrades and renovations. Additionally, increase cost of projects by additional revenue (\$475,000) for chair back seats and gymnasium donations.
40. Shift from Maintenance Equipment (\$6,000) to Transportation Facility for renovations to existing Maintenance/Transportation Facility for fire alarm.
41. Shift from FANS (\$95,460) to Elementary Upgrades/Renovations for kitchen flooring.
62. Shift from Small Maintenance Projects to construction contracts for High School and Middle Schools (\$1,198,148) for various upgrades and renovations.
64. Shift from FANS to Elementary Upgrades/Renovations (\$95,460) for elementary school kitchen flooring improvements and Hudson Bend Middle School Construction Contract (\$47,730) for kitchen flooring.
73. Shift from Technology (\$193,800) to Security Surveillance for surveillance equipment.
82. Shift from Technology (\$193,800) to Security Surveillance for surveillance equipment.
84. Shift from Maintenance equipment (\$6,000) to Transportation Facility for renovations to existing Maintenance/Transportation Facility for fire alarm.
91. Bond Issue Costs will be less than projected due to the state's Permanent School Fund Bond Guarantee and efficiencies in debt structure.
94. Increase in contingency due to increase in bond proceeds and interest revenue and a decrease in bond issue costs.

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Future School Sites
RECOMMENDED ACTION	<i>This item will be discussed in closed session. Any action taken will occur after open session resumes.</i>
RATIONALE COMMITTEE CONSIDERATION	n/a n/a
BUDGET PROVISIONS	n/a
RESOURCE PERSONNEL	Dr. Rocky Kirk, Bob Hart
MEETING DATE	March 27, 2006



LAKE
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**Lake Travis ISD Board of Trustees
Level III Hearing Guide
March 27, 2006
6:00 p.m.**

The time is 6:00 p.m. on March 27, 2006. Per the Board agenda posting, let the record show that a quorum of the Board is present. My name is Susan Tolles. As president of the Board of Trustees, I will serve as the presiding officer during this Level 3 parent complaint by Mr. David Lovelace. Mr. Lovelace's complaint will be heard in open session since there is no exception in the Open Meetings Act which would allow his complaint to be heard in closed session. Mr. Lovelace's complaint concerns the documents he received from the School District's law firm in response to some of his requests under the Public Information Act.

In accordance with Board policy, an audio-tape of this hearing will be made.

I am going to ask each person present at this hearing to state their name aloud so that the record can show your attendance. I will start with Board members:

(Board members state their names)

I will now ask each member of the Board whether he or she is able to serve as an impartial member of this hearing body and to arrive at a decision based solely upon information presented at this hearing. Any member of the Board not able to act in such a manner should state that fact now and ask to be excused.

(Each Board member responds)

All members present are able to serve in this capacity.

Who is present as a participant for the LTISD administration?

(Dr. Kirk responds)

Who will be responding for Walsh, Anderson, Brown, Schulze & Aldridge?

(Law firm's response)

Mr. Lovelace, will you be presenting your complaint or will you have a representative?

(Lovelace's response)

The Level 3 complaint hearing will be conducted in accordance with the District's policy reading student and parent complaints, specifically, FNG. It is my understanding that

there has not been any hearing on this complaint at a lower level and that Mr. Lovelace requested a Level 3 hearing before the Board.

In accordance with Board policy:

1. Only the evidence presented tonight will be considered.
2. No complaints or points of contention or argument other than those set out in Mr. Lovelace's Level 3 complaint documents will be considered.
3. This Level 3 hearing is not a formal evidentiary hearing. There will be no cross-examination of parties, witnesses, or the Board. The Board has been provided with all the documents contained in Mr. Lovelace's Level 3 complaint, as well as documents provided by Walsh Anderson. These documents will all be part of the record of this hearing. Mr. Lovelace has been provided with a copy of the documents, save and except for the document submitted by Mr. Lovelace as Exhibit 4 to his grievance.

We will use the following format to hear the complaint:

1. Mr. Lovelace and/or his representative will have 10 minutes to present his complaint.
2. Walsh Anderson will have 10 minutes to present their response.
3. The Superintendent will have the opportunity to make brief remarks, if desired.
4. The Board will reserve necessary time to ask questions.
5. The Board may deliberate the complaint before them when action is considered under Agenda item 8.A.1.
6. At the time that agenda item is reached, I will call for a motion on the complaint.

Are there any questions regarding the procedures of the hearing?

Mr. Lovelace, you now have 10 minutes to make your presentation.

(Lovelace makes presentation)

Ms. Greenberg, and Ms. Badillo, and Ms. Brown, you now have 10 minutes to present your response.

(Law firm responses)

Dr. Kirk, do you have any remarks regarding this complaint?

(Dr. Kirk responds)

At this time, does any Board member wish to ask a question of the complainant, the administration, or the Walsh Anderson attorneys?

(Board member questions, if any)

This Level 3 complaint hearing is now completed.

The Board will consider action on this complaint later in the meeting under Agenda Item 8.A.1.

March Students of the Month

<u>Bee Cave Elementary School</u> – Parents:	Scotty Kingsley, 1st Grade Scott & Kimberle Kingsley
<u>Lakeway Elementary School</u> - Parents:	Hunter Hundley, 1st Grade Hal & Nicole Hundley
<u>Lake Pointe Elementary School</u> - Parents:	Alice Loughran, 1st Grade Robert and Carla Loughran
<u>Lake Travis Elementary School</u> - Parents:	Dylan Miller, 1st Grade Charles & Stacey Miller
<u>Lake Travis Middle School</u> - Parents:	Kelsey Tinoco, 8 th Grade Judy & John Hogge
<u>Hudson Bend Middle School</u> - Parents:	Lyndy Watkins, 6 th Grade Ernest & Katherine Watkins
<u>Lake Travis High School</u> - Parents:	Krista Kilberg, 12th Grade Alan & Kathy Kilberg

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Notices of Terminations of Probationary Contracts
RECOMMENDED ACTION	Approve Proposed Terminations as Presented by the Superintendent and Approve the Issuance of Notices of Terminations of Probationary Contracts to the Affected Employees
RATIONALE	<p>In accordance with Legal Policy DFAB, for the Board to terminate the employment of a probationary contract employee at the end of the contract period (end of the 2005-2006 school year), the Board must approve the issuance of notices of terminations no later than 45 days before the last day of instruction for the school year (April 11, 2006). Legal DFAB reads,</p> <p>“The Board shall give the employee notice of its decision to terminate the employment not later than the 45th day before the last day of instruction required under the contract.”</p> <p>Legal DFAB goes on to read, “The Board's decision to terminate a probationary employee at the end of a contract period is final and may not be appealed.”</p>
COMMITTEE CONSIDERATION	Superintendent
BUDGET PROVISIONS	Superintendent's Cabinet None
RESOURCE PERSONNEL	Dr. Rocky Kirk
MEETING DATE	Monday, March 27, 2006



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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	2001 and 2004 Bond Program Budget Amendments
RECOMMENDED ACTION	Approval
RATIONALE	<p>All known expenditures related to the 2001 bond program have been booked and the program is positioned for closure. To close-out the 2001 bond program, all remaining funds are recommended to be used for costs related to the renovation of the EDC. This results in an adjustment between the 2001 and 2004 bond programs that closes the 2001 bond program and decreasing appropriations for the 2004 bond program for the EDC in the amount of \$ 97,275.</p> <p>District staff is working with American Constructors to close out the remaining work related to the 2004 bond program. Another budget amendment for the 2004 bond program will be presented to the Board of Trustees at a meeting within the next two months.</p>
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	Amends 2001 and 2004 bond programs
RESOURCE PERSONNEL	Bob Hart 533-6016
MEETING DATE	March 27, 2006



LAKE
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Lake Travis ISD
 2001 Bond Program
 March 27, 2006

General Description	Original Budget	Amended Budget	Prior Month Expenditures	Current Month Expenditures	Expended To Date	Balance to Complete Projects
District Improvements/Reimb.	0	1,852,262	1,754,636	97,185	1,851,821	441
Lake Pointe Elementary	10,275,000	8,550,339	8,550,339	0	8,550,339	0
Land Purchases	2,000,000	1,913,714	1,913,714	0	1,913,714	0
Technology	1,265,000	1,439,427	1,439,427	0	1,439,427	0
Walks/Playfields	200,000	220,546	220,546	0	220,546	0
Improved Security/Traffic Flow	60,000	115,523	115,523	0	115,523	0
Energy/Flooring	635,000	768,984	768,984	0	768,984	0
Roofing and Flashing	115,000	87,060	87,060	0	87,060	0
Portable Relocation	130,000	129,329	129,329	0	129,329	0
Bond Issuance	120,000	131,118	131,118	0	131,118	0
TOTAL	14,800,000	15,208,302	15,110,676	97,185	15,207,861	441

	Original Budget	Amended Budget	Prior Month Resources	Current Month Resources	Revenues to Date	Balance
Other Resources	0	408,302	406,615	1,489	408,104	198

Current Fund Balance 0

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

March 27, 2006

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	1,991,437.00	41,100.60	583,228.09	260,749.89	44,407.21	557,235.21	365,099.65	441.05
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	714,115.78	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	15,595,748.00	4,113,467.90	8,412,641.80	815,602.46	182,072.52	604,860.72	1,079,215.43	441.05

Balance Based on Original BAF -795,748.00
 Interest 408,302.05
 Favorable Variances 387,446.12

 Available Resources 0.17

3/24/2006 11:12

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.		1,851,820.65	139,616.35	(1,851,820.65)	(1,991,437.00)
10	Lake Pointe Elementary	C	8,550,339.45	68,529.55	1,724,660.55	1,656,131.00
20	Land Purchases		1,913,714.18	56,285.82	86,285.82	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		15,207,860.83	387,887.17	(407,860.83)	(795,748.00)

Program	BAF	March 27, 2006	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
	504	Building 100 Renovation Planning Costs	145,000.00					117,639.00	17,003.20	10,357.80		10,357.80		10,357.80
	505	Building 100 Renovation - Construction	660,000.00					439,596.21	207,821.45	12,582.34	441.05	12,141.29		12,141.29
	506	HBMS PHASE I	43,000.00						43,000.00	0.00		0.00		0.00
Amend	507	Building 100 Renovation - Construction	97,275.00						97,275.00	0.00		0.00		0.00
		Total District Improvements	1,991,437.00	41,100.60	583,228.09	260,749.89	44,407.21	557,235.21	365,099.65	139,616.35	441.05	139,175.30		
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				80			6,128.00		6,128.00	C	6,128.00
	134	ADA Inspection - F&A	633.00				632.50			0.50		0.50	C	0.50
4	240	Retention Pond Fencing	13,000.00				10,910.00			2,090.00		2,090.00	C	2,090.00

Program	BAF	March 27, 2006	AMOUNT	FY 00-01	FY 01-02	FY 02-03	FY 03-04	FY 04-05	FY 05-06	BALANCE	ENCUMB.	BALANCE	Closec	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	LTHS 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	15,595,748.00	4,113,467.90	8,412,641.80	815,602.46	182,072.52	604,860.72	1,079,215.43	387,887.17	441.05	387,446.12		387,446.12

PROPOSED BUDGET AMENDMENTS

		Original Budget	Current Budget	Amended Change	Proposed Budget	Net Change From Original
1. Lake Travis Elementary School	10	12,772,000	13,159,335	0	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	2,864,616	0	2,864,616	339,616
Lake Pointe Elementary Expansion	20	2,675,875	2,838,948	0	2,838,948	163,073
Total Elementary Expansions		8,308,575	8,548,531	0	8,548,531	239,956
Portable Relocation	71	250,000	390,000	0	390,000	140,000
Elementary Playscapes	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	22,448,866	0	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	3,196,420	0	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	1,542,920	0	1,542,920	-64,730
District Improvements	47	0	60,000	0	60,000	60,000
Total Maintenance Projects		7,184,030	5,828,340	0	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	61	286,000	658,276	0	658,276	372,276
Educational Development Center	90	0	850,000	-97,275	752,725	752,725
Total Other Program Needs		5,994,750	7,217,026	-97,275	7,119,751	1,125,001
Total Immediate District Needs		13,768,780	13,533,091	0	13,533,091	-235,689
4. Miscellaneous:						
Wastewater	80	500,000	820,000	0	820,000	320,000
Bond Issue	01	380,000	26,330	0	26,330	-353,670
Total Miscellaneous		880,000	846,330	0	846,330	-33,670
Total Program		36,274,355	36,925,562	-97,275	36,828,287	553,932
Interest Revenue		0	606,753	0	606,753	606,753
Other Resources		0	137,000	0	137,000	137,000
Total Resources		0	743,753	0	743,753	743,753
Net Available Funds						189,821

Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738
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www.laketravis.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading: Revision to Local Policy DCB (Employment Practices: Educator Term Contracts)
RECOMMENDED ACTION	The recommendation is to approve the first reading of the revision to Local Policy DCB. <i>See attached Local DCB with revisions highlighted in red.</i>
RATIONALE	<p>The current wording of Local DCB under “No Certification Requirement” is not according to current district practice. The policy states that non-certified professional employees (those in positions that require degrees, but who do not hold educator certificates) are hired under “educator term contracts”. Local DCB defines an “educator term contract” as one that is governed by Chapter 21 of the Education Code.</p> <p>The District has always hired non-certified professionals under contracts not governed by Chapter 21 of the Education Code. Chapter 21 rights are those established for Texas Educators who are certified by the Texas State Board for Educator Certification to hold certain Texas Public School positions. Term contracts governed by this code extend valuable statutory rights to an employee, including the right to renewal of the contract if the Board does not terminate the employee’s employment by following the procedures described in Legal DFB series and to appeals beyond the Local Board level to the State Education Commissioner level.</p> <p>The current wording under “No Certification Requirement” of Local DCB could lend one to argue that non-certified professionals are entitled to these rights; however, current contracts issued to these employees state that, “This Contract is not governed by the renewal and nonrenewal provisions of Texas Education Code Chapter 21. This Contract does not give the Employee any rights to the procedures required by Education Code Chapter 21 or to any property rights in employment beyond the contract term.”</p> <p>In order to clarify the District practice in employing non-certified professionals, administration is recommending that the wording found under “No Certification Requirement” of Local DCB be revised as indicated in red in the attachment.</p>
COMMITTEE CONSIDERATION	Superintendent’s Cabinet
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Assistant Superintendent Cynthia Clinesmith
MEETING DATE	Monday, March 27, 2006



LAKE
TRAVIS
INDEPENDENT
SCHOOL
DISTRICT

EMPLOYMENT PRACTICES:
EDUCATOR TERM CONTRACTS

DCB
(LOCAL)

CERTIFICATION REQUIRED BY SBEC Term contracts governed by Chapter 21 of the Education Code (educator term contracts) shall be provided to:

1. SBEC-certified employees serving full-time as principals, assistant principals, teachers, counselors, diagnosticians, librarians, and director of athletics; and
2. Full-time nurses.

CERTIFICATION REQUIRED BY THE DISTRICT Educator term contracts shall be provided also to persons in the following positions for which the District requires current SBEC certification: assistant superintendent for administrative services, director of human resources, director of instructional enrichment and student services, director of special services, special education coordinator, athletic coordinators, associate principals, special education coordinator; athletic coordinators, associate principals, District technology trainers, and campus technology specialists.

NO CERTIFICATION REQUIREMENT ~~Noncertified contracts (contracts not governed by Chapter 21 of the Education Code)~~ shall be provided for the following positions for which neither SBEC nor the District requires current SBEC certification: assistant superintendent for administrative services, assistant superintendent for curriculum and instructional services, director of human resources, director of instructional enrichment and student services; director of special services teachers with District permits; athletic trainers, occupational therapists; physical therapists; school psychologists; and speech-language therapists/pathologists.

Deleted: In addition, educator term

DATE ISSUED: 12/19/2005
LDU-51-05
DCB(LOCAL)-X

Lake Travis Independent School District

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512.533.6019 (phone) · 512.533.6003 (fax)
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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	TASB Localized Policy Manual Update 77
RECOMMENDED ACTION	<u>Second Reading</u> : Approval of Local Policies as Presented in Local Policy Manual Update 77 with Administrative Revisions as Indicated <ol style="list-style-type: none">1. Local BBD (Board Members: Training and Orientation): Add Policy2. Local CPC (Office Management: Records Management): Replace Policy3. Local DAB (Employment Objectives: Objective Criteria for Personnel Decisions): Replace Policy4. Local DBA (Employment Requirements and Restrictions: Credentials and Records): Replace Policy5. Local DBD (Employment Requirements and Restrictions: Conflict of Interest): Replace Policy6. Local DFE (Termination of Contract: Resignation): Replace Policy7. Local EFAA (Instructional Materials Selection and Adoption: Textbook Selection and Adoption): Replace Policy
	Notes: <ol style="list-style-type: none">A. Local EEH (Instructional Arrangements: Homebound Instruction) that is included as part of Update 77 is not included in the list above as a policy addition to be approved. Administrative recommendation is that Local EEH as submitted in TASB Update 77 not be approved for placement in the LTISD Board Policy Manual. Currently, no Local EEH exists in the LTISD Board Policy Manual.B. TASB Update 77 recommends the deletion of Local FFA (Student Welfare: Wellness and Health Services). As a separate board agenda item for February 20, administration is proposing a replacement policy for current Local FFA (first reading).
RATIONALE	Localized Policy Update as Submitted by TASB (Texas Association of School Boards) to Be Incorporated into the Board Policy Manual Due to Actions Taken by the State Legislature
COMMITTEE CONSIDERATION	Superintendent's Cabinet
BUDGET PROVISIONS	First Reading by the Board (February 20, 2006) None
RESOURCE PERSONNEL	Superintendent of Schools
MEETING DATE	March 27, 2006



LAKE
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Lake Travis Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Second Reading: Local Policy FFA (Student Welfare: Wellness and Health Services)
RECOMMENDED ACTION	Approve the second reading of a revised Local FFA (Student Welfare: Wellness and Health Service)
RATIONALE	District administration has developed a local wellness policy as required by the federal Child Nutrition and WIC Reauthorization Act of 2004. Districts that participate in a program authorized by the National School Lunch Act or be the Child Nutrition Act, such as free and reduced-price meals, must have a board-adopted wellness policy in place by the first day of the 2006-2007 school year. <i>Attachments:</i> <i>1. Current FFA (Local)</i> <i>2. Proposed FFA (Local)</i>
COMMITTEE CONSIDERATION	Local School Health Advisory Council Superintendent's Cabinet First Reading by the Board (February 20, 2006)
BUDGET PROVISIONS	
RESOURCE PERSONNEL	Assistant Superintendent Cynthia Clinesmith
MEETING DATE	Monday, March 27, 2006



LAKE
TRAVIS
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SCHOOL
DISTRICT

Lake Travis ISD
227913

Current FFA (Local)

STUDENT WELFARE:
HEALTH REQUIREMENTS AND SERVICES

FFA
(LOCAL)

HEALTH
SERVICES
PROGRAM

The District shall establish, maintain, and periodically evaluate a health services program that is coordinated with other student services and related instructional programs to focus on health-related needs of students and their families.

The District program shall maintain liaison with community health resources.

DATE ISSUED: 08/26/1994
UPDATE 48
FFA(LOCAL)-A

STUDENT WELFARE:
WELLNESS AND HEALTH SERVICES

FFA
(LOCAL)

WELLNESS	The District shall follow nutrition guidelines that advance student health and reduce childhood obesity and shall promote the general wellness of all students through nutrition education, physical activity, and other school-based activities, including healthy lifestyle choices regarding substance abuse, personal health planning, and goal setting.
DEVELOPMENT OF GUIDELINES AND GOALS	The District shall develop nutrition guidelines and wellness goals in consultation with the local school health advisory council (SHAC) and with involvement from representatives of the student body, school food service, school administration, the Board, parents, and the public. The SHAC will gather input through annual surveys, focus group feedback and/or satellite committee work. [See BDF and EHAA]
NUTRITION GUIDELINES	<p>The District shall ensure that nutrition guidelines for reimbursable school meals shall be at least as restrictive as federal regulations and guidance and that all foods available on each campus are in accordance with the Texas Public School Nutrition Policy. [See CO]</p> <p>In addition to legal requirements, the District shall:</p> <ol style="list-style-type: none">1. Establish age-appropriate guidelines for food and beverages at classroom parties or school celebrations [see CO];2. Provide teachers with education and guidelines on the use of food as a reward in the classroom; and3. Establish guidelines for school-sponsored activities that involve serving or selling food.
WELLNESS GOALS	The District shall implement, in accordance with law, a coordinated health program with a nutrition education component [see EHAB and EHAC] and shall use health course curriculum that emphasizes the importance of proper nutrition [see EHAA].
NUTRITION EDUCATION	<p>In addition, the District establishes the following goal for nutrition education: students will receive nutrition education that fosters the adoption and maintenance of healthy eating behaviors.</p>
PHYSICAL ACTIVITY	<p>The District shall implement, in accordance with law, a coordinated health program with physical education and physical activity components and shall offer at least the required amount of physical activity for all grades [see EHAB and EHAC].</p> <p>In addition, the District establishes the following goals for physical activity:</p> <ol style="list-style-type: none">1. The District will provide an environment that fosters safe and enjoyable fitness activities for all students, including those who are not participating in competitive sports.

STUDENT WELFARE:
WELLNESS AND HEALTH SERVICES

FFA
(LOCAL)

2. The District will encourage parents to support their children's participation, to be active role models, and to include physical activity in family events.

SCHOOL-BASED
ACTIVITIES

The District establishes the following goals to create an environment conducive to healthful eating and physical activity and to express a consistent wellness message through other school-based activities:

1. Wellness for students and their families will be promoted at suitable school activities.
2. Healthy lifestyle choices will be underscored throughout the curriculum, cocurricular organizations, and extracurricular activities.

IMPLEMENTATION

The office of administrative services shall oversee the implementation of this policy and shall develop administrative procedures for periodically measuring the implementation of the wellness policy.

Lake Travis Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Class Size Waiver – Lake Pointe Elementary
RECOMMENDED ACTION	Accept the recommendation for class-size waiver to be forwarded to TEA on behalf of LPE
RATIONALE	Lake Pointe Elementary has three of their four 3 rd grade classrooms with a 1-23 ratio (rather than the mandated 1-22 ratio); rather than disrupt these classes to form a fourth 3 rd grade classroom, the waiver will allow us to maintain the established classroom climate.
COMMITTEE CONSIDERATION	Campus and District administration will carefully monitor the class-size impacted classes to ensure all support needed is provided and quality of services are not impacted negatively.
BUDGET PROVISIONS	None at this time. If the classes are impacted, consideration will be given to paraprofessional support. That will be reviewed for cost impact as the need arises.
RESOURCE PERSONNEL	None
MEETING DATE	March 27, 2006



Texas Education Agency
Request for Maximum Class Size Waiver
Spring Semester (2005-2006 School Year)

District Name: Lake Traivs ISD
Address: 3322 RR 620S
Austin, TX 78734

227 - 913
County-District Number

Recognized
Current District
Accountability Rating

This form is also available on-line at www.tea.state.tx.us. Completed forms must be submitted in hard copy to the Texas Education Agency, State Waiver Unit, 1701 North Congress Avenue, Austin, TX 78701-1494 or Fax: 512-475-3666. (This report is authorized under TEC §39.183.)

*** It is not necessary to submit this form unless a waiver is needed.**

			Total Number of District Sections That Exceed 22:1 Class Size Ratio: _____ (This amount should be entered only one time even though additional sheets may be needed for campus information.)						
Campus Name(s)	Campus No.	Campus Accountability Rating	K	1	2	3	4	Total K-4 Sections	F=Facilities T=Teachers G=Unanticipated Growth
			Total Sections	Total Sections	Total Sections	Total Sections	Total Sections		Reason(s)
Lake Pointe Elementary (only 3 rd grade)	104	Recognized				3			G
(3 classes at 3 rd grade have 23)									
District Totals									

Instructions

Each district is to conduct a class enrollment survey of Kindergarten through Grade Four (K-4) no later than **January 19, 2006**. Based on class enrollment surveys for Grades K-4, enter the campus name and campus number for each campus in which the class size ratio exceeds 22:1. Enter the total number of sections and the reason(s) for the waiver request. Class size limits do not apply to physical education or fine arts classes.

The waiver request must be submitted by **February 17, 2006**, and **must include a current compliance plan** that has been approved by the local board of trustees. The plan must include the name(s) of campus(es), campus rating, grade(s), and number of sections exceeding a 22:1 class size ratio; steps to be taken to bring the district into compliance; timeline for completion; any new efforts/progress toward compliance (if plan was previously submitted); and specific reasons that noncompliance must be addressed. In addition, districts that request a waiver due to an inability to employ teachers must document efforts to recruit and hire staff.

Dr. Rockwell E. Kirk
Print Name of Superintendent

Signature of Superintendent

Date

Ms. Susan Tolles
Print Name of Board President

Signature of Board President

Date of Board Approval

For ___ Against ___ Abstain ___ Absent ___
Board Vote

Ms. Cynthia Clinesmith
Print Name of Contact Person

(512) 533-6030
Telephone Number

92 (512) 533-6001
Fax Number

Class Size Waiver Compliance Action Plan

Spring 2006

Condition:

Lake Pointe Elementary has enrolled three additional students during the spring semester at the third grade level. This has pushed the class-size ratio to 23-1 in three of the four 3rd grade classes. As such, the mandated 22-1 ratio has been usurped.

Waiver:

LTISD has filed for a class-size waiver for Lake Pointe Elementary for the remainder of the 2005-06 school year. It is believed that the district can adequately maintain quality education with these class sizes and avoid the disruptive action of dispersing students with the hiring of an additional teacher. With these students in the midst of curricular studies, along with preparation for statewide assessment, which will impact their promotion to fourth grade – it is imperative that they maintain the comfort and confidence of the classroom environment they have established with their current teacher if at all possible.

Compliance Plan:

LTISD will carefully monitor the class-size of these (and all) classes. If it is felt that at any time the equality of education is in question, swift action will be taken to reduce the staff ratio. The use of para-professional support and/or creative scheduling will be reviewed as appropriate. Additionally, forecast numbers for the 2006-07 school year will include enough variance to reflect the growth projections so as to avoid, as feasible, needs for waivers. LTISD will NOT begin the 2006-07 school year with waivers for class-size overages.

The campus administration, the department for Curriculum and Instruction, and the department for Administrative Services to ensure successful support of all students in the effected classes will carefully monitor the above plan.

Campus Administrator, Lake Pointe Elementary

Assistant Superintendent for Curriculum and Instruction

Assistant Superintendent for Administrative Services

Date

Lake Travis Independent School District

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512.533.6019 (phone) · 512.533.6003 (fax)
www.laketraavis.txed.net

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Multi-Hazard Emergency Operations Plan (EOP)
RECOMMENDED ACTION	Adopt the Resolution for the LTISD EOP
RATIONALE	<p>The national and state guidelines require school districts to train in and adhere to emergency operation plans. LTISD has joined the Central Texas Consortium of school districts to maximize its preparedness for evacuation, lock down procedures, and response strategies.</p> <p>While this will be an on-going process of continued update and training, LTISD is prepared to resolve its EOP is in place and we are in compliance with expected preparedness.</p>
COMMITTEE CONSIDERATION	Passage of the resolution will make it a record of the Board of Trustees.
BUDGET PROVISIONS	Activities are funded through the Consortium, state Title IV funds, and general campus allocations (as needed).
RESOURCE PERSONNEL	Cynthia Clinesmith, Assistant Superintendent
MEETING DATE	March 27, 2006



LAKE
TRAVIS
INDEPENDENT
SCHOOL
DISTRICT

RESOLVED:

A RESOLUTION ADOPTING A MULTI-HAZARD EMERGENCY OPERATIONS PLAN (EOP), INCLUDING EXERCISE AND TRAINING, AND ENCOMPASSING THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) FOR THE LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT.

WHEREAS, on September 1, 2005, the Legislature of the State of Texas enacted Senate Bill 11 amending Chapter 37 of the Education to require that each school district adopt and implement a multi-hazard emergency operations plan for use in district schools that addresses mitigation, preparedness, response, and recovery as defined by the Texas Education Agency Commissioner in conjunction with the Governor's Office Of Homeland Security; and

WHEREAS, this legislation requires employee and student training and exercise in emergency response and coordination with local emergency management agencies, law enforcement, and fire departments; and

WHEREAS, the **LAKE TRAVIS Independent School District**, working in partnership with other area school districts, emergency managers and first responders has implemented an all-hazard emergency operations plan and related exercise and training, that incorporates the Incident Command System and other components of the NIMS; and

WHEREAS, Homeland Security Presidential Directive – 5 (HSPD–5) directs the Department of Homeland Security, in cooperation with representatives of federal, state, and local government, to develop a NIMS program to provide a consistent approach to the effective management of situations involving natural disasters, man-made disasters or terrorism, with the final NIMS released on March 1, 2004; and finally

WHEREAS, the HSPD-5 requires that state and local governments adopt the NIMS by fiscal year 2005 as a pre-requisite to receipt of federal grants, and approvals of related contracts and activities; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE **LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT** that the district is authorized and directed to implement a Multi-Hazard EOP, including adoption of the NIMS dated March 1, 2004, and that the board hereby delegates to the Superintendent all actions necessary to comply with this resolution.

APPROVED on the _____ day of _____, 2006

President
Board of Trustees

ATTEST:

Secretary
Board of Trustees

Lake Travis Independent School District

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

SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Board Resolution Declaring July 19, 2006, as the day for LTISD to recognize "Take Our Daughters and Sons to Work Day"
RECOMMENDED ACTION	Approval of Resolution 3-27-06-2
RATIONALE	The "Take Our Daughters and Sons to Work Day" program is promoted annually nationwide by the Ms. Foundation for Women. The day provides an opportunity for districts to extend plans for career investigation activities.
COMMITTEE CONSIDERATION	Region XIII Superintendent Regional Advisory Committee
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	n/a
MEETING DATE	March 27, 2006



LAKE
TRAVIS
INDEPENDENT
SCHOOL
DISTRICT

Lake Travis Independent School District
Take Our Daughters and Sons To Work Day
Resolution 3-27-06-2

Whereas, The “Take Our Daughters and Sons To Work Day” has been recognized by the Lake Travis Independent School District in years past; and,

Whereas, the Region XIII Education Service Center has notified Region XIII public school districts that the Superintendent Regional Advisory Committee has designated Wednesday, July 19, 2006, as “Take Our Daughters and Sons To Work Day”.

Therefore, Be It Resolved that the Lake Travis Independent School District shall recognize “Take Our Daughters and Sons To Work Day” on the nineteenth day of July 2006.

Susan Tolles, President
Lake Travis ISD Board of Trustees

ATTEST:

Fred Goff, Secretary
Lake Travis ISD Board of Trustees

Date: March 27, 2006

Lake Travis Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	LTHS Proposed Innovative Courses <i>(Diversified Career Preparation I, II, Veterinary Medical Assistant, Sports Entertainment & Marketing Management) – Presented at March 6, 2006 Board Workshop</i>
RECOMMENDED ACTION	Consent Approval
RATIONALE	SBOE allows districts to apply for innovative courses outside the realm of the TEKS for the purpose of meeting the varying needs of districts' goals and student populations. LTISD has developed three innovative courses as part of the Institutes of Study to meet student needs.
COMMITTEE CONSIDERATION	1. LTHS Administration and counseling staff 2. LTHS CAT 3. District ACE
BUDGET PROVISIONS	1. Diversified Career Preparation – Teacher reassigned to course 2. Veterinary Medical Assistant – Teacher reassigned to course 3. Sports Entertainment and Marketing – Teacher reassigned to course 4. Materials, textbooks, and equipment provided by 2005 Bond funds, campus funds.
RESOURCE PERSONNEL	Melanie Damron, Assistant Superintendent of Curriculum and Instructional Services
MEETING DATE	March 27, 2006



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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Approve financials for February 2006
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	March 27, 2006



LAKE
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SCHOOL
DISTRICT

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

02/28/06		CURRENT YEAR			PRIOR YEAR		
REVENUES		BUDGET	ACTUAL	BALANCE	PERCENT OF BUDGET	CUMULATIVE ACTUAL	PERCENT OF ACTUAL TOT.
5711	CURRENT YEAR TAX REV.	\$ 49,495,453	\$ 48,490,088	\$ 1,005,365	97.97%	\$ 48,221,491	100.94%
57XX	OTHER LOC. REVENUES	3,405,350	1,748,693	1,656,657	51.35%	691,572	38.55%
5800	STATE PROG. REVENUE	3,628,000	1,646,743	1,981,257	45.39%	1,813,634	50.20%
5900	FEDERAL REVENUE	11,000	3,916	7,084	35.60%	1,823	8.25%
	TOTAL REVENUE	\$ 56,539,803	\$ 51,889,440	\$ 4,650,363	91.78%	\$ 50,728,520	95.35%
EXPENDITURES							
11	INSTRUCTION	\$ 19,754,132	\$ 9,799,420	\$ 9,954,712	49.61%	\$ 9,050,725	49.52%
12	INSTR'L RESOURCES	490,171	246,768	243,403	50.34%	215,465	52.02%
13	STAFF DEVELOPMENT	278,699	132,488	146,211	47.54%	31,897	19.74%
21	INSTRUCTIONAL ADM.	409,117	195,481	213,636	47.78%	229,434	59.18%
23	SCHOOL ADMIN.	1,929,025	961,012	968,013	49.82%	829,069	50.80%
31	GUID. & COUNSELING	862,444	420,818	441,626	48.79%	356,230	44.61%
33	HEALTH SERVICE	309,004	155,543	153,461	50.34%	128,606	51.04%
34	TRANSPORTATION	1,552,559	730,688	821,871	47.06%	698,708	54.69%
35	FOOD SERVICE	35,000	13,842	21,158	39.55%	13,986	55.54%
36	CO-CURRICULAR ACT.	1,147,062	547,371	599,691	47.72%	479,234	47.99%
41	GENERAL ADMIN.	1,657,496	934,277	723,219	56.37%	753,992	50.86%
51	PLANT & MAINT OPER.	4,231,920	2,097,115	2,134,805	49.55%	1,800,753	53.44%
52	SECURITY	191,246	83,259	107,987	43.54%	72,263	52.78%
53	NON-INSTR'L D.P.	508,181	301,498	206,683	59.33%	285,672	65.17%
61	COMMUNITY SERVICES	604,452	301,171	303,281	49.83%	242,288	43.21%
71	DEBT SERVICE	15,000	0	15,000	0.00%	381	24.77%
81	FACILITIES/CONSTRUCTION	5,000	44,818	(39,818)	0.00%	12,547	2.74%
91	STATE TRANSFERS	24,469,000	2,243,316	22,225,684	9.17%	1,369,000	6.26%
92	INCREMENTAL COST WADA	140,000	0	140,000	0.00%	0	0.00%
93	SPEC. ED TRF-REG. DAY	15,000	0	15,000	0.00%	0	0.00%
95	JJAP TRANSFER PYMTS	15,000	0	15,000	0.00%	0	0.00%
	TOTAL EXPENDITURES	\$ 58,619,508	\$ 19,208,885	\$ 39,410,623	32.77%	\$ 16,570,249	31.44%
OTHER RESOURCES AND (USES)							
7990	OTHER RESOURCES	\$ 580,000	19,207,361	(1,524)	0.00%	\$ 0	0.00%
8990	OTHER USES	0	0	0	0.00%	0	0.00%
8911	TRANSFERS-OUT	292,200	0	292,200	0.00%	0	0.00%
	TOTAL RESOURCES & USES	\$ 287,800	\$ 1,500	\$ 870,700	0.52%	\$ 0	0.00%
1200	EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (1,791,905)	\$ 32,682,055			\$ 34,158,271	
3000	BEG. FUND BAL. 9/01/05	12,060,680					
3000	END. FUND BAL, 8/31/06	\$ 10,268,775					
3111	RESERVED FUND BALANCE	226,550					
3251	UNRESERVED FUND BALANCE	10,042,225					

LAKE TRAVIS ISD
 COMBINED INTERIM BALANCE SHEET - ALL FUND TYPES
 AS OF: FEBRUARY 28, 2006

		GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND	CAPITAL PROJECTS FUNDS	INTERNAL SVC TRUST & AGENCY FUNDS	TOTAL FUNDS
ASSETS							
1101-02	Cash	\$ 702,370	\$ 99,270	\$ 3,164	\$ 112,001	\$ 458,965	\$ 1,375,770
1103-20	Temporary Investments	45,183,951		3,101,174	1,981,527	328,660	50,595,312
	Total Cash & Investments	\$ 45,886,321	\$ 99,270	\$ 3,104,338	\$ 2,093,528	\$ 787,625	\$ 51,971,082
1210	Property Taxes-Current	2,429,956		486,808			2,916,764
1220	Property Taxes-Delinquent	1,233,023		243,651			1,476,674
1230	Allowance-Uncollected Taxes	(273,301)		(71,395)			(344,696)
1240	Due From Federal Agencies	120,738	15,573				136,311
1250	Sundry Receivables	668	38			507	1,213
1260	Due From Funds	794,871	32,926			2,891	830,688
1280	Due From Other Funds					5,209	5,209
1290	Other Receivables		1,800				1,800
	Total Receivables	\$ 4,305,955	\$ 50,337	\$ 659,064	\$ -	\$ 8,607	\$ 5,023,963
1400	Other Current Assets	(164,975)	(22,212)				(187,187)
	TOTAL ASSETS	\$ 50,027,301	\$ 127,395	\$ 3,763,402	\$ 2,093,528	\$ 796,232	\$ 56,807,858
RESOURCES							
5010	Estimated Revenue	\$ 57,119,803	\$ 4,355,529	\$ 10,223,161	\$ 258,535	\$ 374,820	\$ 72,331,848
5030	Less: Realized Revenue	(51,890,940)	(1,305,673)	(9,906,109)	(169,211)	(7,380)	(63,279,313)
5000	Revenues to be Received	\$ 5,228,863	\$ 3,049,856	\$ 317,052	\$ 89,324	\$ 367,440	\$ 9,052,535
	TOTAL ASSETS & RESOURCES	\$ 55,256,164	\$ 3,177,251	\$ 4,080,454	\$ 2,182,852	\$ 1,163,672	\$ 65,860,393
LIABILITIES							
2110	Accounts Payable	\$ 17,248	\$ 4,706		\$ 90	\$ 11,737	\$ 33,781
2120	Loans and Leases Payable						-
2160	Accrued Wages Payable	1,809,198	59,276				1,868,474
2170	Due To Other Funds	33,267	3,056		716,710	78,105	831,138
2180	Due To Other Govt's	35,122	(2,713)				32,409
2140	Interest Payables						-
2150	Payroll Deduct & Withhold					342,131	342,131
	Total Current Payables	\$ 1,894,835	\$ 64,325	\$ -	\$ 716,800	\$ 431,973	\$ 3,107,933
2210	Accrued Expenses					148,539	148,539
2300	Deferred Revenue	3,389,678		659,064			4,048,742
	TOTAL LIABILITIES	\$ 5,284,513	\$ 64,325	\$ 659,064	\$ 716,800	\$ 580,512	\$ 7,305,214
FUND EQUITY							
6010	Appropriations	\$ 58,911,707	\$ 4,653,590	\$ 10,223,161	\$ 5,083,838	\$ 374,820	\$ 79,247,116
6050	Less: Expenditures	(19,208,831)	(1,917,550)	(8,421,517)	(3,795,897)	(82,003)	(33,425,798)
6030	Encumbrances	(144,786)	(65,212)		(113,061)		(323,059)
	Available Appropriations	\$ 39,558,090	\$ 2,670,828	\$ 1,801,644	\$ 1,174,880	\$ 292,817	\$ 45,498,259
4310	Reserve For Encumbrance	144,786	65,212		113,061		323,059
3600	Unreserved Fund Balance	10,042,225	376,886	1,619,746	178,111	290,343	12,507,311
3590	Reserved Fund Balance	226,550					226,550
	TOTAL LIAB. & FUND EQUITY	\$ 55,256,164	\$ 3,177,251	\$ 4,080,454	\$ 2,182,852	\$ 1,163,672	\$ 65,860,393

SUMMARY OF TAX COLLECTIONS
AS OF FEBRUARY 28, 2006

2005-06 Original Tax Levy	\$ 61,536,505.30
Delinquent Taxes as of 8/31/05	2,118,708.05
<hr/>	
Total Receivables for 2005-06	\$ 63,655,213.35
Current Year Adjustments	(415,471.75)
Prior Year Adjustments	(32,146.67)
<hr/>	
Adjusted Receivables.....	\$ 63,207,594.93
Total Net Collections To Date	(58,814,117.09)
<hr/>	
Outstanding Receivables as of	\$ 4,393,477.84

<u>SUMMARY OF BUDGETED COLLECTIONS</u>	<u>BUDGETED</u>	<u>NET COLLECTED</u>	<u>BUDGETED</u>	<u>% OF BUDGET COLLECTED</u>
Maintenance - Current Tax	\$ 49,495,353.00	\$ 48,490,088.49	\$ 1,005,264.51	97.97%
Maintenance - Prior Year Tax	850,000.00	505,434.74	344,565.26	59.46%
Maintenance - Penalties & Interest	<u>525,000.00</u>	<u>174,088.61</u>	<u>350,911.39</u>	<u>33.16%</u>
Sub-total	<u>\$ 50,870,353.00</u>	<u>\$ 49,169,611.84</u>	<u>\$ 1,700,741.16</u>	<u>96.66%</u>
Debt Service - Current Tax	\$ 9,915,161.00	\$ 9,714,181.05	\$ 200,979.95	97.97%
Debt Service - Prior Year Tax	150,000.00	104,412.81	45,587.19	69.61%
Debt Service - Penalties & Interest	<u>100,000.00</u>	<u>37,434.27</u>	<u>62,565.73</u>	<u>37.43%</u>
Sub-total	<u>\$ 10,165,161.00</u>	<u>\$ 9,856,028.13</u>	<u>\$ 309,132.87</u>	<u>96.96%</u>
Total Collections	<u>\$ 61,035,514.00</u>	<u>\$ 59,025,639.97</u>	<u>\$ 2,009,874.03</u>	<u>96.71%</u>

<u>Tax Collection Comparison with 2004-05 (adjusted tax roll)</u>	<u>2005-06</u>	<u>2004-05</u>
Percent of Current Year Taxes Collected	95.23%	94.10%
Percent of Total Taxes Collected	96.23%	95.30%
Percent of Total Taxes and P & I Collected	96.57%	95.72%

<u>Comparison based on original tax roll</u>	<u>2005-06</u>	<u>2004-05</u>
Percent of Current Year Taxes Collected	94.58%	93.56%
Percent of Total Taxes Collected	95.58%	94.75%
Percent of Total Taxes and P & I Collected	95.92%	95.16%

**LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
 QUARTERLY INVESTMENT SCHEDULE
 For the Quarter Ending 02/28/06**

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			4.483%	6,487,518.09	31,810,904.00	38,298,422.09	6,485,896.21	31,735,929.04	38,221,825.25	193,565.27	282,781.91
	Debt Service			4.483%	1,687,822.72	44,713.92	1,732,536.64	1,687,400.76	41,670.80	1,729,071.57	35,335.06	50,028.84
	Capital Projects 2001			4.483%	241,405.87	(188,348.86)	53,057.01	241,345.52	(188,394.62)	52,950.90	880.14	10,760.61
	Capital Projects 2004			4.483%	3,565,879.45	(1,637,409.45)	1,928,470.00	3,564,987.98	(1,640,374.92)	1,924,613.06	28,107.31	81,341.05
	Tax Clearing			4.483%	2,227,154.53	5,889,652.82	8,116,807.35	2,226,597.74	5,873,975.99	8,100,573.74	170,017.11	176,826.94
	Workers Comp Fund			4.483%	325,198.99	3,461.50	328,660.49	325,117.69	2,885.48	328,003.17	3,461.50	6,601.56
Total TexPool					14,534,979.65	35,922,973.93	50,457,953.58	14,531,345.91	35,825,691.77	50,357,037.67	431,366.39	608,340.91
Total Money Markets					14,534,979.65	35,922,973.93	50,457,953.58	14,531,345.91	35,825,691.77	50,357,037.67	431,366.39	608,340.91
TOTAL INVESTMENTS					14,534,979.65	35,922,973.93	50,457,953.58	14,531,345.91	35,825,691.77	50,357,037.67	431,366.39	608,340.91

The district's investment strategy for the above funds is as follows:

- Operational Funds** - Shall have as their primary objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
- Debt Service Fund** - Shall have sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents.
- Capital Projects Funds** - Shall sufficient investment liquidity to timely meet capital project obligations.

The current investments meet the district's strategy based on the fact that the district requires high liquidity prior to receipt of property taxes and that the construction programs are near completion. As tax collections and upcoming bond proceeds are received, staff will maintain safety and liquidity while improving rate of return.

Investment Officer _____ Date _____

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: February 20, 2006 - Board Meeting March 6, 2006 – Board Workshop March 21, 2006 – Board/Superintendent Conference March 23, 2006 – Special Called Meeting</p>
COMMITTEE CONSIDERATION	None
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Dr. Rocky Kirk, Melissa Loe, Linnea Bennett
MEETING DATE	March 27, 2006



LAKE
TRAVIS
INDEPENDENT
SCHOOL
DISTRICT

Minutes of Regular Meeting

The Board of Trustees Lake Travis Independent School District

A meeting of the Board of Trustees of the Lake Travis Independent School District was held February 20, 2006, at the Educational Development Center, Live Oak Room, 607 Ranch Road 620 North, Austin, Texas 78738.

Items below do not necessary reflect the order they were addressed at the meeting, but are listed in the order of the official agenda.

Call To Order

President Susan Tolles called the meeting to order at 5:30 p.m.

Quorum Determination

Trustees Susan Tolles, Fred Goff, Mayo Davidson, Kim Nixon, Jim Cummings, and Bert Vasut were present. Trustee Kim Eudy was not present.

Closed Session

Trustees adjourned into Closed Session at 5:35 p.m., as permitted under Texas Government Code §551.071, Consultation with Attorney. Closed session adjourned 5:49 p.m.

Level III Parent Complaints

LTISD parent David Lovelace brought two Level III parent complaints to the Board for consideration. One complaint was specific to a USB memory key issue and the second dealt with a computer use issue. The complaints were heard in open session. At the conclusion of the presentations afforded the complainant and the administration, President Tolles asked the Board if they had any questions regarding the two complaints. There being none, the Trustees took a short break at 6:30 p.m.

Following the break, President Tolles affirmed that a quorum was present and called the Board back into regular session at 6:50 p.m.

Pledge of Allegiance and Moment of Silence

Trustee Nixon led the Pledge of Allegiance. A moment of silence was observed.

Superintendent's Report

February Students of the Month – The following students were introduced as the February Students of the Month:

Austin Boddorf – *Bee Cave Elementary School*
Micaela Beussman – *Lakeway Elementary School*
Olivia Kearns – *Lake Pointe Elementary School*
Cecilia Herrera – *Lake Travis Elementary School*
Ian Devoglaer – *Lake Travis Middle School*
Tommy Voos – *Hudson Bend Middle School*
Chris Berneche – *Lake Travis High School*

Level III Parent Complaint

President Tolles asked Trustees if they had any comments regarding the information provided during the Level III Parent Complaint #1 Hearing. There being none, President Tolles asked if there was a desire by the Board to deliberate. Being none, the following action was taken:

A MOTION was made by Trustee Vasut, seconded by Trustee Nixon, to deny the remedy sought in complaint number one and affirm the administrative decision at Level II.

MOTION WAS UNANIMOUS
[6-0]

President Tolles asked Trustees if they had any comments regarding the information provided during the Level III Parent Complaint #2 Hearing. There being none, President Tolles asked if there was a desire by the Board to deliberate. Being none, the following action was taken:

A MOTION was made by Trustee Vasut, seconded by Trustee Nixon, to deny the remedy sought in complaint number two and affirm the administrative decision at Level II.

MOTION WAS UNANIMOUS
[6-0]

Audience Comments

The following individual requested to address Trustees:

Rhonda Hostetler – *addressed the board regarding concern over her perceived abuse of the Public Information Act and the negative implications for the school district.*

President Tolles stated that this issue was on the agenda to be discussed later in the meeting.

Curriculum and Instruction

Capital Area College Tech-Prep Grant – Cynthia Clinesmith, Assistant Superintendent of Administrative Services, stated that the Capital Area College Tech-Prep Grant program has awarded a \$5,218 grant to LTHS to support the purchase of Adobe software for the Business Information Management classes. Ms. Clinesmith added that this will allow LTHS to finalize the course alignment program with ACC so that students may receive articulated college credit upon completion of this coherent sequence.

President Tolles asked that the minutes reflect acceptance of this grant.

Administration

District Policies, Practices, and Procedures: Complaints and Citizen Requests for Information – President Tolles shared with the Board that she placed this item on the agenda to allow the Board to discuss challenges facing the district regarding complaints

and citizen requests for information. Trustee Goff agreed that it was a timely item and gave examples of types of information that would be helpful to the Board as they study this issue. This information will be presented to Trustees at a later Board meeting, possibly the March 27, 2006, meeting.

Finance and Support Services

Resolution Adopting the Use of DRE Equipment for Elections - Bob Hart, Assistant Superintendent of Finance and Support Services, presented a proposed resolution adopting the use of DRE equipment for elections. Mr. Hart added that the Board of Trustees is required to adopt a resolution specifying the type of voting equipment that will be used in its elections.

A MOTION was made by Trustee Davidson, seconded by Trustee Vasut, to approve the resolution adopting the use of DRE equipment for elections.

MOTION WAS UNANIMOUS
[6-0]

Financing of Bond Program - Bob Henderson, RBC Dain Rauscher, provided an overview of the current market conditions and recommendation for the structure of debt to fund the 2006 bond program. Discussion ensued.

A MOTION was made by Trustee Davidson, seconded by Trustee Vasut, to approve the plan of finance as outlined on page 13 of the Board's materials, by issuing in March, approximately \$73,380,000 in voted authorization as fixed rate debt, plus refunding a portion of the existing outstanding bonds that can be refunded for savings, and approximately \$53,000,000 to be issued later in August. The subsequent sale of bonds in August may consist of up to 25% of the total outstanding debt as variable rate debt, to be determined at that time.

MOTION WAS UNANIMOUS
[6-0]

Underwriters for Bond Program – Mr. Henderson also presented recommendations for six firms to serve as an underwriter for the issuance of the bond sale. Mr. Henderson stated that the district solicited proposals for underwriting services and eleven proposals were reviewed. The recommendation of the six firms is based on the size of the LTISD bond issue and structure of the debt.

A MOTION was made by Trustee Davidson, seconded by Trustee Vasut, to approve the following firms to serve as fixed rate debt underwriters for the March bond issue: Southwest Securities, Book-running senior, First Southwest Company, Co-Senior, Morgan Keegan and SAMCO, Co-Managers, and the following firms to serve as underwriters for the August bond issue : UBS and Bank of America, Senior Underwriter and Co-Manager to be determined at time of issuance.

MOTION WAS UNANIMOUS
[6-10]

Building Codes – Jim Ratcliff, Director of Facilities Planning and Construction, stated that the Lake Travis High School/Middle School site and the Hudson Bend Middle School site are located in areas that are not within the city limits of a municipality and they are therefore not covered by any specific building codes. The Texas Education Code requires school districts with educational facilities that fall into this category to adopt and use a building code and related electrical, plumbing, mechanical and energy conservation codes. To comply with this requirement, the recommendation is to adopt the 2003 International Building Code, the 2000 International Mechanical and Plumbing, 2000 National Electrical Code and the 2000 International Energy Conservation Code.

A MOTION was made by Trustee Goff, seconded by Trustee Nixon, to adopt the 2003 International Building Code, the 2000 International Mechanical and Plumbing Code, the 2000 National Electrical Code and the 2000 International Energy Conservation Code for the building codes for the Lake Travis High School/Middle School site and the Hudson Bend Middle School site.

MOTION WAS UNANIMOUS

[6-0]

Wage Rates for 2006 Bond Program – Mr. Ratcliff stated that the Texas Government Code requires political subdivisions of the state, when awarding contracts for public work, to determine the general prevailing rate of per diem wages in the locality in which the public work is to be performed for each craft or type of worker needed to execute the contract, and to specify in the call for bids for the contract and in the contract itself the wages determined.

In response to this requirement, the administrative recommendation is adoption of the Texas Workforce Commission wage rate survey conducted between November 2003 and November 2005 for construction trade workers in the Austin-San Marcos Metropolitan Statistical Area.

A MOTION was made by Trustee Cummings, seconded by Trustee Davidson, to adopt the Texas Workforce Commission wage rate survey for construction trade workers.

MOTION WAS UNANIMOUS

[6-0]

Consent Agenda

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

- First Reading: Approval of Local Policies as Presented in Local Policy Manual Update 77
- First Reading: Local Policy FFA (Student Welfare: Wellness and Health Services)
- Second Reading: Proposed Changes to Local EIF (Academic Achievement: Graduation) and Local and Legal CDA (Investment Policy)
- Resolution Approving Investment Policy
- Disposal of LTHS Library Shelving

- Resolution Declaring Texas Public Schools Week
- January 2006 Financials – Statement of Revenues and Expenditures, Balance Sheet, and Summary of Tax Collections
- Minutes of January 23 Board Meeting, January 30 Board/Superintendent Summative Conference, and February 6 Board Workshop
- Agreement for Bracewell & Giuliani, LLP, to represent Board of Trustees

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

MOTION WAS UNANIMOUS

[6-0]

Upcoming Meetings

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

- March 6, 2006, Board Workshop, 6:00 p.m., EDC
- March 21, 2006, Board/Superintendent Conference, 6:00 p.m., EDC
- March 27, 2006, Board Meeting, 7:00 p.m., EDC
- April 10, 2006, Board Workshop, 6:00 p.m., EDC
- April 17, 2006, Board and Superintendent Team Building Session, 6:00 p.m., EDC
- April 24, 2006, Board Meeting, 7:00 p.m., EDC

There being no further discussion and/or action, the February 20, 2006, Board meeting adjourned at 8:24 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 beginning at 5:30 p.m. on March 6, 2006, in the Educational Development Center, Live Oak Room, 607 Ranch Road 620 North, Austin, Texas 78734.

Call To Order

President Susan Tolles called the meeting to order at 5:33 p.m.

Quorum Determination

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

Closed Session

Trustees adjourned into Closed Session at 5:33 p.m., as permitted under the Texas Government Code, § Section 551.551.071 for the purpose of receiving legal advice regarding the petition for detachment of Paleface Ranch Subdivision from Marble Falls Independent School District and annexation to Lake Travis Independent School District.

Closed Session recessed at 5:59 p.m. and the open session immediately resumed.

There was no action taken based on the closed session discussion.

Public Hearing

A public hearing was held regarding a petition filed by Thornton J. Keel on behalf of certain residents and registered voters of Paleface Ranch Subdivision for detachment of Paleface Ranch Subdivision from Marble Falls Independent School District and annexation to Lake Travis Independent School District.

Patrick Keel made a presentation on behalf of the petitioners.

The following people signed up to speak: Lisa Baker, Bill Paschall, Donna Keel, Sarah Stanfield, James Stanfield, Bob Beglau, Allen McDonald, Cory Chism, Nancy Lambros, Robin Newlin, Byron Orton, Mike Hellrung, Trisha Menke, Natalie Koon-Biagiui and Ron Cole.

Assistant Superintendent Bob Hart made a presentation on behalf of the administration.

Public hearing concluded at 7:28 p.m.

Closed Session

Trustees adjourned into Closed Session at 7:29 p.m., as permitted under the Texas Government Code, § Section 551.551.071 for the purpose of receiving legal advice regarding the petition for detachment of Paleface Ranch Subdivision from Marble Falls Independent School District and annexation to Lake Travis Independent School District.

Closed Session recessed at 7:50 p.m. and the open session immediately resumed.

There was no action taken based on the closed session discussion.

Curriculum and Instruction

Assistant Superintendent Melanie Damron presented information regarding proposed innovative courses for LTHS.

Administration

Board President Susan Tolles gave the LTISD Board Training Report and stated that Trustees Tolles, Eudy, Goff, Davidson and Nixon have exceeded the required hours of continuing education. Trustee Cummings and Vasut have completed the required hours of continuing education. There are no Trustees that are deficient in the required continuing education. Also, the Superintendent and each member of the LTISD Board of Trustees will complete the required teambuilding session and assessment of their continuing education needs on April 17, 2006.

Finance and Support Services

Order Calling the May 13, 2006, Board of Trustees Election: Trustee Goff made a motion to approve calling the May 13, 2006 Board of Trustees election and authorize the Board President to sign an amended order adding temporary early voting locations, and for the Board Secretary to attest the amended order. Trustee Nixon seconded the motion; all Trustees voted in favor.

Resolution Approving Joint Election: Trustee Eudy made a motion to approve resolution 030606-1 for Lake Travis ISD to participate in a joint election with other governmental entities in Travis County. Trustee Goff seconded the motion; all Trustees voted in favor.

Election Polling Locations: Bob Hart requested that the Board provide administration guidance for polling locations for both election day and LTISD's temporary early voting location. Trustees asked administration to give preference to campuses for voting locations when possible.

Due to changes from Travis County, the election day polling location to be considered is the Administration building. The consensus, in lieu of the Administration building, is to use both the Travis County Parks Office and the Hurst Creek MUD office. In the event The Hills and Hurst Creek MUD are not having an election, the election day voting location will be limited to the Travis County Parks office.

The Shops of the Galleria is the preferred LTISD temporary early voting location to serve the Highway 71 corridor. Travis County is reviewing Lowe's as an option. If this is not possible, then administration shall request the county to use Bee Cave Elementary School as the temporary early voting location.

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Construction Update/Bond Update and Financials: Jim Ratcliff, Director of Construction and Facilities Planning, presented an update on construction.

Superintendent Topics

Technology Infrastructure and Hardware Update: Sean Casey, Director of Technology, provided the Board with an update regarding the district's progress in the area of filtering and monitoring of technology use.

Parent/Community Issues: Dr. Kirk shared with the Board that numerous parents and community members have commented on, or asked for help in better understanding the issues faced by the district regarding Public Information Act requests, complaints, and legal costs incurred by the district in response to them. Members of the Board suggested that due to the litigious nature of some of the complaints, it would be wise to ask our attorneys to provide guidance regarding how to most appropriately respond to comments and requests from individuals regarding these topics.

Closed Session

Trustees adjourned into Closed Session at 9:20 p.m., as permitted under the Texas Government Code, § Section 551.072, Deliberation Regarding Real Property, and Section 551.074, Personnel Matters.

Closed Session recessed at 10:00 p.m. and the open session immediately resumed.

Based on discussion occurring in closed session, the following occurred:

- The Board agreed to schedule April 3, 2006, as the meeting date to make a decision on the detachment/annexation petition before them. Any additional information that Trustees require will be

routed through the superintendent's office to their legal counsel, Judy Brown.

- School Site Acquisition – Trustee Davidson made a motion and Trustee Goff seconded to direct the administration to provide necessary guidance and to assess options and actions available to the district regarding school site acquisitions. All Trustees voted in favor.

Upcoming Meetings

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

- March 21, 2006, 6:00 p.m., Board/Superintendent Conference, EDC
- March 23, 2006, 8:00 a.m., Special Called Meeting, EDC
- March 27, 2006, 7:00 p.m., Board Meeting
- April 3, 2006, 6:00 p.m. - Board Workshop, EDC
- April 17, 2006, 6:00 p.m. - Board/Superintendent Team Building Session
- April 24, 2006, 7:00 p.m. - Board Meeting

There being no further action, the March 6, 2006, meeting of the LTISD Board of Trustees adjourned at 10:05 p.m.

Susan Tolles, President

Fred Goff, Secretary

**Lake Travis Independent School District
Board Of Trustees
Minutes of March 21, 2006**

President Susan Tolles called the meeting of the Lake Travis Independent School District (hereafter referred to as the LTISD) Trustees to order at 6:00 p.m. on March 21, 2006, at the LTISD Educational Development Center.

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

Board Members Not Present:

Kim Eudy and Bert Vasut

Administrators Present:

Dr. Rocky Kirk, Superintendent

At 6:00 p.m., LTISD Board of Trustees and Dr. Kirk convened in Closed Session, in accordance with Section 551.074 of the Government Code, to consider the quarterly performance evaluation of the Superintendent of Schools, and Section 551.071, Consultation with Attorney.

Closed Session recessed at 10:15 p.m. and no action was taken.

With no other business, the Board adjourned the March 21, 2006, meeting at 10:15 p.m.

Susan Tolles, President

Fred Goff, Secretary

**Lake Travis Independent School District
Board Of Trustees
Minutes of March 23, 2006**

President Susan Tolles called the meeting of the Lake Travis Independent School District (hereafter referred to as the LTISD) Trustees to order at 8:09 a.m. on March 23, 2006, in the Live Oak Room of the Educational Development Center.

Board Members Present:

Susan Tolles, Kim Eudy, Fred Goff, Jim Cummings

Board Members Not Present:

Mayo Davidson, Kim Nixon, Bert Vasut

Trustee Tolles announced that a quorum was present.

Discussion and/or Action:

A MOTION was made by Trustee Goff, seconded by Trustee Eudy, to approve the Order by the Board of Trustees of the Lake Travis Independent School District Authorizing the Issuance of "Lake Travis Independent School District Unlimited Tax School Building and Refunding Bonds, Series 2006"; Levying a Continuing Direct Annual Ad Valorem Tax for the Payment of the Bonds; Prescribing the Form, Terms, Conditions, and Resolving Other Matters Incident and Related to the Issuance, Sale, and Delivery of the Bonds, including the Approval and Distribution of an Official Statement Pertaining Thereto; Authorizing the Execution of a Paying Agent/Registrar Agreement, an Escrow and Trust Agreement, and a Purchase Contract; Complying with the Requirements of the Blanket Letter of Representations with the Depository Trust Company; and Providing an Effective Date.

MOTION CARRIED
[4-0]

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

Susan Tolles, President

Fred Goff, Secretary