

Agenda of Regular

The Board of Trustees Mineral Wells ISD

A Regular of the Board of Trustees of Mineral Wells ISD will be held Tuesday, May 17, 2005, beginning at 6:00 PM in the District Services Complex.

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

- 1. Call to Order/Establish Quorum**
- 2. Certification of Public Notice**
- 3. Order Canvassing Election Returns for May 7, 2005**
- 4. Oath of Office for Newly Elected Board Members**
 - A. Joel Hardeman Place 6 - Doug Pennington Place 7
- 5. Board Internal Organization**
- 6. Closed Session**
 - A. Resignations of Certified Personnel
 - B. Employment/Appointment/Reassignment/ Evaluation/Compensation/Duties of Personnel
 - C. Renewal/Nonrenewal/Assignment/Reassignment/Probationary Status/Return to Probationary Status/Continuing Status of District Personnel
 - D. Discuss Land Purchase
- 7. Open Session**
- 8. Prayer**
- 9. Pledge of Allegiance**
- 10. Public Forum - Delegations/Communications**
- 11. Comments & Compliments**
 - A. "Teacher of the Month" - Jacki Bandy
 - B. "Support Staff of the Month" - Elivra Maldonado
 - C. "Partners In Education" - Boyce Ditto Library & City Recreation Department
- 12. Superintendent's Report**
 - A. Video - Every 15 Minutes
- 13. Consent Agenda Items**

A. Monthly financial report - bills and checks written since the last meeting	3
B. Budget Amendment	8
C. Minutes of the April 12, 2005, meeting of the Board	11
D. Education Service Center Region XI Contracts	
1) Migrant Education Program Shared Services Arrangement Agreement July 1, 2005 - June 30, 2006	16
2) Basic Contract and Cooperatives	18
3) Management Information System (MIS) Department Service Agreement	20
E. Change to 2005-2006 School Calendar	29
F. Textbook Certification for 2005	31
14. Public Hearing for the Purpose of Donating Real Property to a Nonprofit Organization	
15. Donation of Real Property to the Dunbar Neighborhood Council, Inc. (a nonprofit organization) for the Purpose of Restoration and Use of the Facility	
A. Recommendation for Donation of Property	32
B. Resolution Special Warranty	33
16. Policy Update 75, affecting (LOCAL) policies	35
17. Bank Depository Bids for 2005-2006 and 2006-2007	48
18. Cafeteria Price Increase for 2005-2006	57
19. Request for "No Parking Signs" on Ram Blvd. from the Intersection of FM 1821 to the Intersection at Industrial Blvd.	59
20. Vote on Closed Session Items	
21. Adjournment	

BREAKDOWN OF TAX RECEIPTS RECEIVED FROM TAX ASSESSOR-COLLECTOR

REPORT #	19						DATE:	4/4/2005
	RECEIPTS		GENERAL FUND		INT & SINK			
YEAR	TAXES	P/I	TAXES	P/I	TAXES	P/I		
2004	\$56,104.65	\$4,618.94	\$50,303.43	\$4,141.34	\$5,801.22	\$477.60		
2003	\$6,557.98	\$1,705.08	\$5,872.67	\$1,526.90	\$685.31	\$178.18		
2002	\$1,808.92	\$687.38	\$1,652.27	\$627.85	\$156.65	\$59.53		
2001	\$1,046.98	\$523.52	\$956.31	\$478.18	\$90.67	\$45.34		
2000	\$512.54	\$317.80	\$460.62	\$285.61	\$51.92	\$32.19		
1999	\$31.69	\$23.45	\$28.68	\$21.22	\$3.01	\$2.23		
1998	\$9.61	\$8.26	\$6.90	\$5.93	\$2.71	\$2.33		
1997	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
1996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
1995	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
PRIOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
CED	\$0.00		\$0.00					
TOTAL	\$66,072.37	\$7,884.43	\$59,280.88	\$7,087.04	\$6,791.49	\$797.39		
1% CURR	\$561.06	\$46.19	\$607.25					
1% PRIOR	\$99.71	\$32.65	\$132.36					
1% TOTAL	\$660.77	\$78.84	\$739.61					
TOTAL	\$65,411.60	\$7,805.59	\$58,541.27	\$7,087.04	\$6,791.49	\$797.39		

DEPOSIT BREAKDOWN	LM FUND	I & S FUND	TOTAL
CURRENT YEAR			
CURR YEAR PAST DUE	\$49,696.18	\$5,801.22	\$55,497.40
CURRENT YEAR P/I	\$4,141.34	\$477.60	\$4,618.94
PRIOR YEAR	\$8,845.09	\$990.27	\$9,835.36
PRIOR YEAR P/I	\$2,945.70	\$319.79	\$3,265.49
IN LIEU OF TAXES			\$0.00
MH RELOC TAX OVERAGE	\$0.00		\$0.00
CED	\$0.00		\$0.00
INTEREST ON DEPOSITS	\$0.00		\$0.00
TOTAL	\$65,628.31	\$7,588.88	\$73,217.19

YTD TAX COLLECTIONS-LM FUND	\$10,835,385.90
YTD TAX COLLECTIONS-I&S FUND	\$661,820.79
TOTAL YTD TAXES COLLECTED	\$11,497,206.69

BREAKDOWN OF TAX RECEIPTS RECEIVED FROM TAX ASSESSOR-COLLECTOR

REPORT #	20				DATE: 4/13/2005	
	RECEIPTS		GENERAL FUND		INT & SINK	
YEAR	TAXES	P/I	TAXES	P/I	TAXES	P/I
2004	\$25,201.33	\$2,457.12	\$22,595.51	\$2,203.05	\$2,605.82	\$254.07
2003	\$705.44	\$189.45	\$631.72	\$169.65	\$73.72	\$19.80
2002	\$684.69	\$267.04	\$625.40	\$243.91	\$59.29	\$23.13
2001	\$707.41	\$360.21	\$646.15	\$329.02	\$61.26	\$31.19
2000	\$61.34	\$38.64	\$55.13	\$34.73	\$6.21	\$3.91
1999	\$36.32	\$27.25	\$32.87	\$24.66	\$3.45	\$2.59
1998	\$60.10	\$52.40	\$43.18	\$37.65	\$16.92	\$14.75
1997	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1996	\$16.77	\$18.62	\$14.27	\$15.85	\$2.50	\$2.77
1995	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PRIOR	\$4.06	\$11.31	\$2.72	\$7.58	\$1.34	\$3.73
CED	\$0.00		\$0.00			
TOTAL	\$27,477.46	\$3,422.04	\$24,646.95	\$3,066.10	\$2,830.51	\$355.94
1% CURR	\$252.06	\$24.57	\$276.63			
1% PRIOR	\$22.75	\$9.64	\$32.39			
1% TOTAL	\$274.81	\$34.21	\$309.02			
TOTAL	\$27,202.65	\$3,387.83	\$24,337.93	\$3,066.10	\$2,830.51	\$355.94

DEPOSIT BREAKDOWN	LM FUND	I & S FUND	TOTAL
CURRENT YEAR			
CURR YEAR PAST DUE	\$22,318.88	\$2,605.82	\$24,924.70
CURRENT YEAR P/I	\$2,203.05	\$254.07	\$2,457.12
PRIOR YEAR	\$2,019.05	\$224.69	\$2,243.74
PRIOR YEAR P/I	\$863.05	\$101.87	\$964.92
IN LIEU OF TAXES			\$0.00
MH RELOC TAX OVERAGE	\$0.00		\$0.00
CED	\$0.00		\$0.00
INTEREST ON DEPOSITS	\$34.83		\$34.83
TOTAL	\$27,438.86	\$3,186.45	\$30,625.31

YTD TAX COLLECTIONS-LM FUND	\$10,860,032.85
YTD TAX COLLECTIONS-I&S FUND	\$664,651.30
TOTAL YTD TAXES COLLECTED	\$11,524,684.15

BREAKDOWN OF TAX RECEIPTS RECEIVED FROM TAX ASSESSOR-COLLECTOR

REPORT #	21				DATE: 4/27/2005	
	RECEIPTS		GENERAL FUND		INT & SINK	
YEAR	TAXES	P/I	TAXES	P/I	TAXES	P/I
2004	\$7,866.80	\$1,010.49	\$7,053.37	\$906.01	\$813.43	\$104.48
2003	\$1,703.63	\$459.96	\$1,525.60	\$411.89	\$178.03	\$48.07
2002	\$157.33	\$61.35	\$143.71	\$56.04	\$13.62	\$5.31
2001	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2000	\$3.74	\$2.36	\$3.36	\$2.12	\$0.38	\$0.24
1999	\$16.93	\$12.69	\$15.32	\$11.48	\$1.61	\$1.21
1998	\$34.61	\$30.11	\$24.87	\$21.63	\$9.74	\$8.48
1997	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1995	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PRIOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CED	\$0.00		\$0.00			
TOTAL	\$9,783.04	\$1,576.96	\$8,766.23	\$1,409.18	\$1,016.81	\$167.78
1% CURR	\$78.66	\$10.10	\$88.76			
1% PRIOR	\$19.16	\$5.67	\$24.83			
1% TOTAL	\$97.82	\$15.77	\$113.59			
TOTAL	\$9,685.22	\$1,561.19	\$8,652.64	\$1,409.18	\$1,016.81	\$167.78

DEPOSIT BREAKDOWN	LM FUND	I & S FUND	TOTAL
CURRENT YEAR			
CURR YEAR PAST DUE	\$6,964.61	\$813.43	\$7,778.04
CURRENT YEAR P/I	\$906.01	\$104.48	\$1,010.49
PRIOR YEAR	\$1,688.03	\$203.38	\$1,891.41
PRIOR YEAR P/I	\$503.17	\$63.30	\$566.47
IN LIEU OF TAXES	\$10,822.60		\$10,822.60
MH RELOC TAX OVERAGE	\$0.00		\$0.00
CED	\$0.00		\$0.00
INTEREST ON DEPOSITS	\$0.00		\$0.00
TOTAL	\$20,884.42	\$1,184.59	\$22,069.01

YTD TAX COLLECTIONS-LM FUND	\$10,868,799.08
YTD TAX COLLECTIONS-I&S FUND	\$665,668.11
TOTAL YTD TAXES COLLECTED	\$11,534,467.19

ACCOUNTS PAYABLE LISTING

<u>VENDOR</u>	<u>INVOICE #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AHA! PROCESS, INC.	AHA00030855	SUPPLIES	\$ 1,134.00
AHA! PROCESS, INC.	AHA00031438	SUPPLIES	287.00
APPLE COMPUTER INC	9219978279	TECH UPGRADES	1,550.00
AWARDS & MORE ENGRAVING	13093	Awards	100.00
BENNETT'S BRAZOS PRINTING	18251	Awards	138.00
BLAIR'S LOCKSMITH	6855	MAINTENANCE	3.70
BRAUM'S	502	SUPPLIES	28.70
BRAUM'S	0502-1	SUPPLIES	14.32
EDUCATION SERVICE CTR REG XI	2005-01124	SUPPLIES	5.00
EDUCATION SERVICE CTR REG XI	38329	EMPLOYEE TRAVEL	40.00
EDUCATION SERVICE CTR REG XI	38330	REGISTRATION	210.00
EDUCATION SERVICE CTR REG XI	38332	REGISTRATION	70.00
		INTERNET ACCESS	
EDUCATION SERVICE CTR REG XI	38482	2004-2005	966.00
EDUCATION SERVICE CTR REG XI	38488	TI LINE 2004-2005	891.00
EDUCATION SERVICE CTR REG XI	38518	SUPPLIES	60.12
		TRANSPORTATION	
EDUCATION SERVICE CTR REG XI	38599	EXPENSE	571.05
		CONTRACTED	
THE FAULK COMPANY	1814	SERVICES	66,855.00
FREE SPIRIT PUBLISHING	388178.1	SUPPLIES	49.80
HARDIN TECHNOLOGIES, INC.	17008	TECH SUPPLIES	99.00
HARDIN TECHNOLOGIES, INC.	17125	TECH SUPPLIES	228.00
HARDIN TECHNOLOGIES, INC.	17126	TECH SUPPLIES	228.00
HARDIN TECHNOLOGIES, INC.	17127	TECH SUPPLIES	228.00
HARDIN TECHNOLOGIES, INC.	17234	TECH SUPPLIES	228.00
HARDIN TECHNOLOGIES, INC.	17237	TECH SUPPLIES	99.00
HENSLEE, FOWLER ET AL	42116	LEGAL FEES	247.50
HENSLEE, FOWLER ET AL	42322	LEGAL FEES	112.50
JONES SCHOOL SUPPLY COMPANY	413680	SUPPLIES	189.00
		TRANSPORTATION	
J.T. DISTRIBUTING COMPANY	2724	EXPENSE	124.55
KYOCERA MITA AMERICA, INC	61453	Rental	990.49
KYOCERA MITA AMERICA, INC	61990	Copier Lease	224.51
NATIONAL ASSOCIATION OF	517	DUES	65.00
NATIONAL SCHOOL PUBLIC	4886	SUPPLIES	55.95
THE PARENT INSTITUTE	FX02399138	SUBSCRIPTION	98.00
PENNY'S FLOWER SHOP	9186	SUPPLIES	75.00
		TRANSPORTATION	
PUBLIC TRANSIT SERVICES	542	EXPENSE	341.50
PURVIS BEARING SERVICE	3902908	SUPPLIES	21.98
PURVIS BEARING SERVICE	3902915	SUPPLIES	26.07
PURVIS BEARING SERVICE	3913153	MAINTENANCE	9.94
REDI AUTO SUPPLY	D241115	Supplies	7.16
REXEL MINERAL WELLS	103681901	SUPPLIES	36.60
REXEL MINERAL WELLS	301363701	SUPPLIES	21.18
REXEL MINERAL WELLS	301435801	MAINT. SUPPLIES	3.13
STUMPS	M023852600013	Misc.	273.87

WESBROOKS, INC	34627	TRANSPORTATION	
WILLIAM V. MACGILL & COMPANY	82681	EXPENSE	375.00
		Supplies	56.35

GENERAL FUND TOTAL **\$77,438.97**

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
DIDAX EDUCATIONAL RESOURCES	94423953	SUPPLIES	\$371.80
DIDAX EDUCATIONAL RESOURCES	94424130	SUPPLIES	\$114.40

DRUG FREE SCHOOLS TOTAL **\$486.20**

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AHA! PROCESS, INC.	AHA00030861	SUPPLIES	891.00
PEOPLE'S PUB. GROUP, INC	I0192890	SUPPLIES	\$10,153.35

TITLE I TOTAL **\$11,044.35**

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
SLOSSON EDUCATIONAL	162310	Instructional Materials	\$ 121.00

IDEA-B FORMULA TOTAL **\$ 121.00**

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
G & J SPORTS	5128	U.I.L. SHIRTS	\$ 437.50
K&V PROMOTIONS	9165	Misc.	\$ 559.69
ORIENTAL TRADING COMPANY	599504473-01	supplies	\$ 216.23
ORIENTAL TRADING COMPANY	599504473-02	supplies	\$ 29.95
SAGEBRUSH TECHNOLOGIES	231-0015679	Books	\$1,046.30

CAMPUS ACTIVITY FUND TOTAL **\$2,289.67**

**MINERAL WELLS INDEPENDENT SCHOOL DISTRICT
2004-2005 BUDGET AMENDMENT
May 17, 2005**

	<u>GENERAL FUND</u>	<u>FOOD SERVICE FUND</u>	<u>DEBT SERVICE FUND</u>	<u>TOTAL</u>
REVENUE				
5700 - REVENUE FROM LOCAL SOURCES				
Property Taxes	\$ 7,121,964		\$ 740,109	\$ 7,862,073
Other Local Sources	236,750	\$ 555,700	5,000	797,450
TOTAL LOCAL SOURCES	<u>7,358,714</u>	<u>555,700</u>	<u>745,109</u>	<u>8,659,523</u>
5800 - REVENUE FROM STATE SOURCES				
Per Capita	1,145,385			1,145,385
Foundation Funds	13,616,441			13,616,441
Other State Sources	844,048	29,200	1,235,999	2,109,247
TOTAL STATE SOURCES	<u>15,605,874</u>	<u>29,200</u>	<u>1,235,999</u>	<u>16,871,073</u>
5900 - REVENUE FROM FEDERAL SOURCES AND NON-REVENUE RECEIPTS				
Federal Sources	5,000	712,409		717,409
TOTAL FEDERAL SOURCES	<u>5,000</u>	<u>712,409</u>		<u>717,409</u>
TOTAL REVENUE	<u><u>\$ 22,969,588</u></u>	<u><u>\$ 1,297,309</u></u>	<u><u>\$ 1,981,108</u></u>	<u><u>\$ 26,248,005</u></u>

**MINERAL WELLS INDEPENDENT SCHOOL DISTRICT
2004-2005 BUDGET AMENDMENT
May 17, 2005**

EXPENDITURES	<u>GENERAL FUND</u>	<u>FOOD SERVICE FUND</u>	<u>DEBT SERVICE FUND</u>	<u>TOTAL</u>
Function 11 Instruction	\$ 12,980,436			\$ 12,980,436
Function 12 Instruction Resources & Media Service	869,659			869,659
Function 13 Curriculum & Instructional Staff Development	194,744			194,744
Function 21 Instructional Leadership	186,745			186,745
Function 23 School Leadership	1,465,574			1,465,574
Function 31 Guidance, Counseling and Evaluation Services	470,511			470,511
Function 32 Social Work Services	73,225			73,225
Function 33 Health Services	204,108			204,108
Function 34 Student Transportation	816,246			816,246
Function 35 Food Service		\$ 1,297,309		1,297,309
Function 36 Cocurricular/Extracurricular Activities	862,753			862,753
Function 41 General Administration	1,022,880			1,022,880
Function 51 Maintenance & Operation	2,718,167			2,718,167
Function 52 Security & Monitoring	48,259			48,259
Function 53 Data Processing Services	122,723			122,723
Function 71 Debt Service	106,409		\$ 1,981,108	2,087,517
Function 93 Payments to Fiscal Agent	856,641			856,641
TOTAL EXPENDITURES	<u>\$ 22,999,080</u>	<u>\$ 1,297,309</u>	<u>\$ 1,981,108</u>	<u>\$ 26,277,497</u>

Budget Amendment
May 17, 2005

GENERAL FUND AMENDMENT DESCRIPTION:

Budget amendment is requested for the following items:

Reclassify budgeted expenditures from ESL instruction to curriculum development:

Increase to Function 13 - Curriculum and Instructional Staff Development	\$	1,305
Increase to Function 23 - School Leadership		45
Decrease to Function 11 - Instruction		2,050

Reclassify budgeted expenditures from school leadership to instruction:

Increase to Function 11 - Instruction	\$	675
Decrease to Function 23 - School Leadership		675

Reclassify budgeted expenditures from curriculum development to instruction:

Increase to Function 11 - Instruction	\$	2,000
Decrease to Function 13 - Curriculum and Instructional Staff Development		2,000

Reclassify budgeted expenditures from curriculum development to instruction:

Increase to Function 11 - Instruction	\$	550
Decrease to Function 13 - Curriculum and Instructional Staff Development		550

INCREASE TO GENERAL FUND REVENUE	\$	0
----------------------------------	----	---

INCREASE TO GENERAL FUND EXPENDITURES	\$	0
---------------------------------------	----	---

NET INCREASE TO GENERAL FUND BUDGET	\$	0
-------------------------------------	----	---

**MINERAL WELLS INDEPENDENT SCHOOL DISTRICT
MINERAL WELLS, TEXAS**

REGULAR BOARD MEETING

The Board of Trustees of the Mineral Wells Independent School District met on Tuesday, April 12, 2005, in the District Services Complex, 906 S.W. 5th Avenue, Mineral Wells, Texas. Board President Dr. Ty L. Gore called the meeting to order at 6:00 p.m.

BOARD MEMBERS PRESENT:

Dr. Ty L. Gore, President; Rodney Henderson, Vice-President; Ruby Holliman, Secretary; Dr. Moss Dickerson, and Reyes Garcia III

MEMBERS ABSENT:

Doug Pennington and Holt Price

CENTRAL ADMINISTRATORS PRESENT:

Ray M. Crass, Superintendent; Russell Cotton, Assistant Superintendent; Linda Porter-Bradford, Assistant Superintendent; and Bobbye Estes, Assistant Superintendent

CLOSED SESSION:

The Board adjourned into closed session at 6:00 p.m.

The Board adjourned from closed session at 6:30 p.m.

A reception was held between 6:30 – 7:00 p.m. in the DSC Boardroom to honor Ruby Holliman, board member, who is retiring this year from the MWISD Board of Trustees after fifteen years of service. Our hats go off to Mrs. Holliman for her caring and loyal years of service to our students and staff even when her health became an issue. She received gifts from the MWISD board members and DSC administration /staff, Travis Elementary student council, Mineral Wells Classroom Teachers Association, and Mineral Wells High School student council.

Ruby Holliman announced that they really did not have to do this for her, but she certainly appreciated it. Mrs. Holliman announced that she did it out of love for Mineral Wells, MWISD, and all of her fellow co-workers. She requested that they continue what they are doing now, because they are doing okay.

OPEN SESSION:

The Board reconvened in open session at 7:10 p.m.

PRAYER:

Dr. Ty L. Gore opened the meeting with prayer.

PLEDGE OF ALLEGIANCE:

The Board led the audience in the pledge of allegiance.

CERTIFICATION OF PUBLIC NOTICE OF MEETING:

Ray M. Crass, superintendent, certified that the provisions of Texas Government Code Chapter 551 had been complied with in connection with public notice of meeting.

PUBLIC FORUM - DELEGATIONS/COMMUNICATIONS:

None

COMMENTS & COMPLIMENTS:

Superintendent Crass requested that Bruce Butler, Travis Elementary principal, come forward and introduce the "**Teacher of the Month**" for April.

Bruce Butler introduced Susan Bullock to the audience as the "Teacher of the Month" for April. Mr. Butler reported that Mrs. Bullock graduated from Mineral Wells High School and Tarleton State University with a Bachelor of Science in Education. He stated that Mrs. Bullock came to work for the district in August 1982 as a 5th and 6th grade language arts teacher, taught fifth grade language arts in the regular classroom for approximately 15 years, helped to start a writing lab to work with the 4th graders and helped develop and refine the writing skills of 5th and 6th graders for 8 years, and has been the language arts department head for 15 years. He stated that she has been with the district for 23 years. He reported that she has been developing their writing and reading benchmark tests that they are currently using, served on their CIC and curriculum committee, and helped to develop the *Battle of the Books* and a new program called Camp Compose for 4th graders. He reported that she took an area on their stage and transformed it into a camping area, along with giving each child a tee shirt. He announced that she would teach the students writing skills in a camp setting with the sound of crickets in the background. He reported that she was the recipient of the prestigious Jack Harvey Award approximately 4 years ago. He stated that she is married with two sons, five grandchildren, and one grandchild on the way. He announced that one of the neat things about Mrs. Bullock's emails when she signs off is that she says "The point of good writing is knowing when to stop."

Superintendent Crass presented Mrs. Bullock with a genuine leather pen engraved with "Teacher of the Month" to show appreciation for her outstanding job performance and dedication.

Superintendent Crass requested that John Corsi, Mineral Wells High School principal, come forward and introduce the "**Support Staff of the Month**" for April.

John Corsi turned the introduction of the "Support Staff of the Month" for April over to Ms. Kathy Haney, Food Service Director. Ms. Haney requested that Debora Christenson come forward. She announced that Mrs. Christenson has worked for the school district for 22 years. During her employment, she stated that Mrs. Christenson has worked at just about every school except Travis Elementary. She reported that one of the things that set Mrs. Christenson apart from some of the other food service workers is that she is one of the few that is certified above the first level in the Food Service Association certification program. She announced that approximately three years ago they started a program where they provided a stipend for this. She stated that Mrs. Christenson got her certification way before the stipend was implemented. She announced that this shows great dedication on her part, that she is striving for excellence, and wants to learn more about her job. Also, she reported that she is a member of the Local Food Service Association – held offices within this association - and is a member of the Texas Association for School Nutrition. Ms. Haney stated that she is the third director that Mrs. Christenson has worked under. She announced that some of the comments from Joann Knox, past food service director, were that Mrs. Christenson did an outstanding job performance and was one that she could look towards when she wanted something done the right way. Ms. Haney announced that she would like to second these comments.

Superintendent Crass presented Mrs. Christenson with a plaque from the district to show appreciation for her outstanding job performance and dedication.

Superintendent Crass reported that this month the district would like to recognize the local Retired Teachers Association as "**Partners in Education.**" Mr. Crass requested that Vaudene Pruitt, Retired Teachers Association president/chairperson, come forward. He stated that this group is one of the greatest partners that the district could ever have in education. He mentioned that Mrs. Pruitt has been a member of this elite group for a few years. He announced that they volunteer a lot of their time to the district's students and campuses. He stated that it is well appreciated. Superintendent Crass presented a certificate of appreciation to Vaudene Pruitt.

Vaudene Pruitt mentioned that approximately 2,724 books were distributed this year to schools from this organization besides all of the volunteer work.

SUPERINTENDENT'S REPORT:

None

CONSENT AGENDA ITEMS:

Reyes Garcia III moved and Rodney Henderson seconded a motion to approve the consent agenda items as follows:

- Approved the monthly financial report – bills and checks written since the last meeting.
- Approved the minutes for March 17, 2005, meeting of the Board.

- Approved an investment report as presented. (copy attached)

The motion carried 5-0.

DISCUSS DONATION OF DUNBAR PROPERTY:

Superintendent Crass reported that this has been previously discussed with the Board about possibly donating the historical Dunbar Property (first black school in Mineral Wells) located at 603 South Oak Avenue to the Dunbar Neighborhood Council, Inc. Mr. Crass announced that the Board would need to deem this property of historical value and something that they would want to preserve. Dr. Ty L. Gore requested that this item be placed on the May board agenda as a public hearing for the purpose of donating real property to Dunbar Neighborhood Council, Inc. (a nonprofit organization).

VOTE ON CLOSED SESSION ITEMS:

Reyes Garcia III moved and Rodney Henderson seconded a motion to approve the employment of the following individual for the 2005-2006 school year:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
Myra Lawrence	DSC – Coordinator/Supervisor Special Education	August 4, 2005

The motion carried 5-0.

Rodney Henderson moved and Reyes Garcia III seconded a motion to approve contract renewal recommendations for the 2005-2006 school year as follows:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>CONTRACT</u>
Phillip Moore	Mineral Wells Junior High Assistant Principal	Term-2

The motion carried 5-0.

Reyes Garcia III moved and Ruby Holliman seconded a motion to accept the resignations of the following individuals:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
Kathleen Eller	Lamar Elementary	May 27, 2005
Ronald Davis	Mineral Wells High School	May 27, 2005
Wanda Reddell	Mineral Wells High School	May 27, 2005
Barbara Cobb	Houston Elementary	May 27, 2005
Barry Holmes	Mineral Wells High School	May 27, 2005

The motion carried 5-0.

ADJOURNMENT:

Upon a motion by Ruby Holliman and a second by Rodney Henderson, the meeting was adjourned at 7:25 p.m. The motion carried 5-0.

Dr. Ty L. Gore, President

Doug Pennington, Secretary

jb



Richard Ownby
Executive Director

**Migrant Education Program
Shared Services Arrangement Agreement
July 1, 2005 – June 30, 2006**

The purpose of these funds is to provide services for eligible Region XI migrant children in accordance with the Standard Application System (SAS) Title I Migrant Application.

Budgeting and Accounting Conditions:

All funds must be accounted for in the official accounting records of the Education Service Center Region XI;

All funds must be budgeted, expended and reported in accordance with the Financial Accountability System Resource Guide. All funds will be maintained, managed and accounted for through the Education Service Center Region XI;

Financial records are to be maintained for 7 years from the end of the project and are subject to federal and state audit;

In the event that Mineral Wells Independent School District decides to withdraw from the Shared Services Arrangement and provide services to migrant by conducting a program independently of the SSA, all materials, supplies, and equipment will be transferred to the Education Service Center Region XI based on a proration with other districts in the Shared Services Arrangement;

In the event that Mineral Wells Independent School District decides to decline participation in the migrant program, all materials, supplies and equipment will be returned to the Education Service Center Region XI for redistribution to districts participating in the migrant Shared Services Arrangement.

Grievances, lawsuits, or any other legal action taken against the fiscal agent of a shared services arrangement by an employee, student, or parent may be cause against the school district. If so, the expenditures incurred might be the responsibility of the member district. If the cause is against the fiscal agent of a SSA, cost incurred might be paid by each member district on a pro rata basis determined by the Education Service Center Region XI Board.

The Education Service Center Region XI will serve as fiscal agent and will provide assistance in meeting the seven areas of focus for the migrant program.

As a member of the Shared Services Arrangement, additional assistance will be provided by the Education Service Center Region XI in the following areas:

- (a) Assist with identification and recruitment of migrant students (ESC will provide for recruiter);
- (b) Assist with medical and dental services to eligible migrant students at no cost to the district (requires nurse referral);
- (c) Assist with summer school/Project Smart/credit accrual for migrant students;
- (d) Assist with tuition for migrant students to accrue credits in night school or summer school;
- (e) Provide opportunities for teachers of migrant students to attend migrant sponsored staff development at no cost to the district;
- (f) Consult with migrant district parent advisory committee (PAC);
- (g) Provide tutoring for eligible migrant students at no cost to the district (requires a referral);
- (h) Pay fee for SAT/ACT assessment (upon request);
- (i) Encode student data on the New Generation System (NGS);
- (j) Contact private schools for migrant participation;
- (k) Assist with home-based program for three-year-old and four-year-old students not attending a school or community base program;
- (l) Provide support to priority of service student.

As a member of the Shared Services Arrangement, the school district will be responsible in the following areas:

- (a) Attend Education Service Center Migrant Education Program meetings;
- (b) Complete all required reports in accordance with state and federal timelines;
- (c) Recruit migrant students throughout the year;
- (d) Maintain Certificates of Eligibility (COE) on file for 10 years;
- (e) Organize and provide opportunities for migrant parents to attend the Migrant Parent Advisory Committee (PAC) meeting;
- (f) Notify Education Service Center Region XI of three-year-old and four-year-old students requiring home based instruction;
- (g) In accordance with TEA timelines, submit the following to the New Generation System (NGS) specialist at the ESC:
 - 1. Partial grades and clock hours for students withdrawing early in grades 6 through 12
 - 2. All accumulated secondary credits accrued for students withdrawing early
 - 3. Graduation plan for all secondary students
 - 4. Credits accrued for all students enrolled during the current school year

This agreement between Mineral Wells Independent School District and the Education Service Center Region XI is made and agreed to as a commitment by both parties to provide the best programs and information available in aiding migrant students to meet the same challenging state content and performance standards of all students.

Superintendent's signature

Richard Ownby, Executive Director

May 17, 2005

Date

Date

ESC XI Contact: Patsy Caudill
pcaudill@esc11.net
817-740-7585

Education Service Center
REGION XI

Richard Ownby
Executive Director

April 20, 2005

REGION XI SUPERINTENDENTS:

Enclosed is the Education Service Center Region XI Contract for Services for the 2005-06 school year. The participation of all Region XI districts allows us to continue to provide services for you at less than half the cost required by other providers. This year's electronic packet includes the basic contract, as well as the Business Services contract package. The Management Information Services (MIS) contracts will be sent to you electronically on Monday, April 25, 2005.

As you are aware, ESC funding was negatively impacted in the last legislative session, with some state funds being redistributed, reduced or eliminated. A priority of ESC Region XI has been to provide continued quality service to all our district/charter programs at an economical cost. For the 2005-06 school year, we will maintain the same fee structure as 2004-05 for all services except MIS. A slight fee increase will be necessary because additional software licensing and coop fees have been imposed on the ESC.

Please review the contracts and indicate your selections on the commitment form. Mail or fax, with superintendent's signature, no later than **May 9, 2005**, the commitment forms for the following:

- Basic Contract and Cooperatives
- Credit by Exam
- Management Information Services
- Business Services

Your prompt return will allow our staff time to better plan and budget for the coming year. If you have difficulty meeting this deadline due to board meeting dates, please contact Jennifer Coffey at (817) 740-7590 to indicate your intent for the 2005-06 school year.

Within the next few days, you will be receiving by mail the district agreements for Shared Service Arrangements (SSAs) for federal programs (Title I Migrant, Title II D Technology, and Title III LEP/Immigrant). These are separate agreements to be completed and returned with required original signatures for our records. These agreements do not require your board's approval. The due date for these agreements is also **May 9, 2005**.

If you have any questions regarding the various components of the contract, you may contact the following personnel:

Dr. Francine Holland	(817) 740-3670	Instructional Services
Clyde Steelman	(817) 740-7555	Administrative Services
Dr. Randal Douglas	(817) 740-3610	Technology/Media Services
Darrell Baty	(817) 740-3609	Management Information Services
Ann Hoover	(817) 740-7532	Administrative Services/Development
Ann Hoover	(817) 740-3603	School Board Training

Sincerely,

Richard Ownby
Executive Director

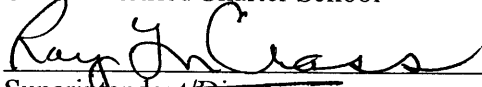
**ESC Region XI Contract
2005-2006
District/Charter School Membership
Commitment Form**

Billing to districts/charter schools will occur on October 2, 2005, based on actual enrollment. Payment is due upon receipt of invoice and may be paid quarterly or annually.

ESC REGION XI	Cost	Extended
BASIC CONTRACT FEE	\$650.00 per district	\$650.00
COOPERATIVE FEES:		
Instructional Services Cooperative Refined ADA 3370 <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p style="text-align: center;">•Credit by Exam (Signature required on attached contracts. Must belong to Instructional Services Contract to access these services.)</p> </div>	\$.85 per ADA (2004-2005 refined ADA)	2,864.50
Educational Technology, Distance Learning, Library and Instructional Media Services Cooperative @3370	\$1.85 per ADA (2004-2005 refined ADA)	6,234.50
Superintendent and School Board Training	\$800.00 per district	800.00
Administrative Services Cooperative @ 3370	\$.30 per ADA (2004-2005 refined ADA)	1,011.00
TOTAL		11,560.00

We hereby agree to pay for the contracted service as indicated above.

Mineral Wells Independent School District Education Service Center Region XI
School District/Charter School



Superintendent/Director

Executive Director

5/5/05

Date

Date

Please return commitment form and other signature pages by May 9, 2005, to the address below. An original will be returned to you for your records.

**Jennifer R. Coffey
ESC Region XI
3001 North Freeway
Fort Worth, TX 76106**

Education Service Center
REGION XI

Richard Ownby
Executive Director

April 25, 2005

Region XI Superintendents:

Re: MIS Service Agreement for 2005-2006

We are submitting one copy of the Management Information System (MIS) Department Service Agreement. This agreement provides maintenance, software updates, licensing, training, and server/workstation support associated with the installation and operation of the RSCCC, Chancery, HealthOffice, PEIMS, and eSped.com products. A slight fee increase for RSCCC Business Systems is necessary because of additional software licensing and cooperative fees that have been imposed on ESC Region XI.

The MIS Department is very excited about offering a variety of products to Region XI users for 2005-2006. Software systems within this agreement offer an excellent solution to the districts' administrative accounting requirements. Additionally, we are pleased to offer Novell or NT/2000 network support in conjunction with the above-mentioned applications. By choosing this option, the district can be assured of the proper operation of the software products on their servers and workstations. We value your support of the service center and MIS Department.

Steps to complete the agreement:

- Complete the MIS Service Agreement in its entirety and email the completed service agreement to dbaty@esc11.net.
- Print out the last page, have the district superintendent sign and fax it to Attn: Darrell Baty at (817) 740-3643.
- A copy of that page will be returned to you after being signed by the Executive Director of Education Service Center Region XI

The service agreement can be completed in its electronic form. If the district wishes to retain a paper copy of the agreement as well as the electronic copy, please print it out after entering all the services for the 2005-2006 school year. If the district prefers to mail the completed copy, send it to:

Darrell Baty, MIS Department
Education Service Center Region XI
3001 North Freeway
Fort Worth, Texas 76106

If you have any questions concerning the agreement, please contact me at (817) 740-3609.

Sincerely,



Darrell Baty, Director
MIS Department

DB/ma
cc: Richard Ownby

**MANAGEMENT INFORMATION SYSTEMS
SOFTWARE and SUPPORT SERVICE AGREEMENT 2005-2006
EDUCATION SERVICE CENTER REGION XI**

ARTICLE I SERVICES AGREEMENT

This agreement, made and entered into by and between

Mineral Wells I.S.D.
Name of District

182-903
TEA County/District No.

906 S.W. 5th Avenue
Address

Mineral Wells, TX 76067
City and Zip Code

hereinafter referred to as the "School District," and Education Service Center Region XI, 3001 North Freeway, Fort Worth, Texas 76106, hereinafter referred to as the "Education Service Center," provides for the performance of services according to and under the following terms and conditions.

Management Information Systems is the division of the Education Service Center directly responsible for providing the services agreed upon. Management Information Systems will hereinafter be referred to as "MIS".

**MANAGEMENT INFORMATION SYSTEMS
SOFTWARE and SUPPORT SERVICE AGREEMENT 2005-2006
EDUCATION SERVICE CENTER REGION XI**

ARTICLE XXX COMMITMENT FOR SERVICES

Total RSCCC Business Commitment	(page 15)	\$ <u>0.00</u>
Total RSCCC PEIMS System Commit	(page 17)	\$ <u>0.00</u>
Total Win School Regular Site Commitment	(page 27)	\$ <u>27,495.00</u>
Total Win School Alternative Site Commit	(page 28)	\$ <u>460.00</u>
Total Win School Special Site-I Commit	(page 29)	\$ <u>0.00</u>
Total Win School Special Site-II Commit	(page 30)	\$ <u>0.00</u>
Total Win School Retraining Commitment	(page 31)	\$ <u>0.00</u>
Win School K12Planet Commitment	(page 34)	\$ <u>0.00</u>
HealthOffice 2000 Enterprise Commitment	(page 36)	\$ <u>3,920.00</u>
eSped.com Commitment	(page 40)	\$ <u>0.00</u>
Total Network Support	(page 51)	\$ <u>0.00</u>

Total District Commitment \$ 31,875.00

Enter the Total District Commitment amount on page 53.

Retain the original PDF document for your records.

Return a copy of the completed PDF document by May 9, 2005 to: dbaty@esc11.net

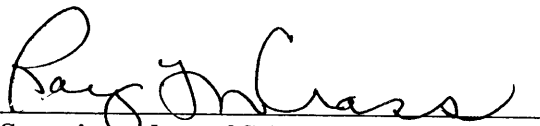
MIS Mail address:

MIS Department
Education Service Center Region XI
3001 North Freeway
Fort Worth, Texas 76106

**MANAGEMENT INFORMATION SYSTEMS
SOFTWARE and SUPPORT SERVICE AGREEMENT 2005-2006
EDUCATION SERVICE CENTER REGION XI**

ARTICLE XXXI AUTHORIZATION FOR SERVICES

Mineral Wells I.S.D. School District has approved the use of the specified MIS Software Systems for the 2005-2006 school year. The district agrees to pay for the contracted services as indicated in this service agreement for the total amount of \$31,875.00.



Superintendent of Schools
5/5/05
Date

THIS AGREEMENT IS ACCEPTED BY EDUCATION SERVICE CENTER REGION XI AS INDICATED ABOVE.

Executive Director
Education Service Center Region XI

Date

Education Service Center will return a copy of this page to the School District.

Retain the original PDF document for your records.

Return a copy of the completed PDF document by May 9, 2005 to: dbaty@esc11.net
FAX this page after the Superintendent has signed it to: Attn: Darrell Baty at (817)-740-3643
OR mail the entire document to Darrell Baty.

MIS Mail address: MIS Department
Education Service Center Region XI
3001 North Freeway
Fort Worth, Texas 76106

**MANAGEMENT INFORMATION SYSTEMS
SOFTWARE and SUPPORT SERVICE AGREEMENT 2005-2006
EDUCATION SERVICE CENTER REGION XI**

ARTICLE XV CHANCERY WIN SCHOOL SYSTEMS COMMITMENT FOR SERVICES

District Name Mineral Wells I.S.D. District Coordinator Carlos Ortiz
Telephone Number 940.325.6404

1. Campus Name Mineral Wells High School Telephone Number 940.325.4408

• Campus Coordinator John Kuhn Telephone Number 940.325.4408
Extension Number _____

Win School

Annual License Lease (campus 1)	\$ 3900 each	\$ <u>3,900</u>
Cross Platform	\$ 420 campus	\$ <u>420</u>
Installation & Conversion (first year only)	\$ 1100 campus	\$ _____
Training (first year only)	\$ 1340 campus	\$ _____
eClass Gradebook System <u>85</u> teacher/admin @	\$ 25 user	\$ <u>2,125</u>
eClass Attendance System	\$ 420 campus	\$ <u>420</u>
Total for campus 1		\$ <u>6,865</u>

2. Campus Name Mineral Wells Jr. High Telephone Number 940.325.0711

• Campus Coordinator Phillip Moore Telephone Number 940.325.0711
Extension Number _____

Win School

Annual License Lease (campus 2)	\$ 3900 each	\$ <u>3,900</u>
Cross Platform	\$ 420 campus	\$ <u>420</u>
Installation & Conversion (first year only)	\$ 1100 campus	\$ _____
Training (first year only)	\$ 1340 campus	\$ _____
eClass Gradebook System <u>45</u> teacher/admin @	\$ 25 user	\$ <u>1,125</u>
eClass Attendance System	\$ 420 campus	\$ <u>420</u>
Total for campus 2		\$ <u>5,865</u>

Retain the original PDF document for your records.
Return a copy of the completed PDF document by May 9, 2005 to: dbaty@esc11.net
MIS Mail address: MIS Department
Education Service Center Region XI
3001 North Freeway
Fort Worth, Texas 76106

**MANAGEMENT INFORMATION SYSTEMS
SOFTWARE and SUPPORT SERVICE AGREEMENT 2005-2006
EDUCATION SERVICE CENTER REGION XI**

ARTICLE XV CHANCERY WIN SCHOOL SYSTEMS COMMITMENT FOR SERVICES (Continued)

District Name Mineral Wells I.S.D. **District Coordinator** Carlos Ortiz

3. Campus Name Travis Elementary **Telephone Number** 940.325.7801

• **Campus Coordinator** Glenda Marsden **Telephone Number** 940.325.7801
Extension Number _____

Win School

Annual License Lease (campus 3)	\$ 3380 each	\$ <u>3,380</u>
Cross Platform	\$ 420 campus	\$ <u>420</u>
Installation & Conversion (first year only)	\$ 1100 campus	\$ _____
Training (first year only)	\$ 1340 campus	\$ _____
eClass Gradebook System <u>60</u> teacher/admin @	\$ 52 user	\$ <u>1,500</u>
eClass Attendance System	\$ 420 campus	\$ <u>420</u>
Total for campus 3		\$ <u>5,720</u>

4. Campus Name Houston Elementary **Telephone number** 940.325.2949

• **Campus Coordinator** Natalie Griffin **Telephone Number** 940.325.2949
Extension Number _____

Win School

Annual License Lease (campus 4)	\$ 3380 each	\$ <u>3,380</u>
Cross Platform	\$ 420 campus	\$ <u>420</u>
Installation & Conversion (first year only)	\$ 1100 campus	\$ _____
Training (first year only)	\$ 1340 campus	\$ _____
eClass Gradebook System <u>30</u> teacher/admin @	\$ 25 user	\$ <u>750</u>
eClass Attendance System	\$ 420 campus	\$ <u>420</u>
Total for campus 4		\$ <u>4,970</u>

Retain the original PDF document for your records.
Return a copy of the completed PDF document by May 9, 2005 to: dbaty@esc11.net
 MIS Mail address: MIS Department
 Education Service Center Region XI
 3001 North Freeway
 Fort Worth, Texas 76106

SUBJECT: MWISD 2005 – 2006 SCHOOL CALENDAR

In the March 2005 school board meeting, Calendar B was approved for the 2005-2006 school year. There has been one necessary change to that calendar. New teacher orientation was originally scheduled on August 15th. This date will need to be a staff development day, as well as new teacher orientation. Therefore all teachers will report back to work on August 15, 2005.

Immediately following this agenda page is the copy of the calendar.

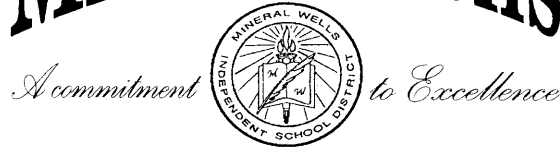
RECOMMENDATION

That the Board of Trustees approves the change to the calendar for the 2005-2006 school years

CONTACT PERSON

Linda Porter-Bradford

Mineral Wells



Independent School District

2005 - 2006 School Calendar

July 2005				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

August 2005				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

September 2005				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

October 2005				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

November 2005				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

December 2005				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

January 2006				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February 2006				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

March 2006				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

April 2006				
M	T	W	T	F
3	4	5	6	7
10	11	12	*13	14
17	18	19	20	21
24	25	26	27	28
				* Sat. 29

May 2006				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

June 2006				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Schools & Administrative Offices

Lamar Elementary (PK-1)	325-5303
Houston Elementary (2-3)	325-3427
Travis Elementary (4-6)	325-7801
Mineral Wells Junior High (7-8)	325-0711
Mineral Wells High School (9-12)	325-4408
District Services Complex	325-6404
Food Services	325-6404
Special Services	325-6404
DREAM	325-3033
Alternative Education Center	325-7513
Transportation	325-4290

Age Requirements (State Law)

Prekindergarten: 4 years of age on or before Sept. 1 of current school year and must meet financial guidelines.

Kindergarten: 5 years of age on or before Sept. 1 of current school year.

First Grade: 6 years of age on or before Sept. 1 of current school year.

Holidays

Labor Day	September 5
Thanksgiving	November 23-25
Christmas	December 21 - 30
Martin Luther King Day	January 16
Spring Break	March 13-17
Easter Holiday	April 14
Memorial Day	May 29
Bad Weather Days	April 13 & April 29

Staff Development

New Teacher Orientation	August 15
	August 15-19
Student Early Release/Staff Development	October 10
	May 30-31

Grading Periods

Beginning of First Semester	August 22
End of First 6 Weeks	September 30
End of Second 6 Weeks	November 11
End of Third 6 Weeks & End of First Semester	December 20
Beginning of Second Semester	January 2
End of Fourth 6 Weeks	February 17
End of Fifth 6 Weeks	April 7
End of Sixth 6 Weeks	May 26
End of Second Semester & Last Day of Instruction	May 26

High School Graduation June 2

Key: □ - □ Beginning/End of 6 Weeks ● Holiday □ Staff Development Day / Student Early Release Day * Bad Weather Day

Courtesy of Bank of America

District Name

County-District Number

Local Board of Trustees Certification, 2005

Legal Citation:

Texas Education Code §31.101 requires that, each year, the board of trustees of each district and the governing body of each open-enrollment charter school notify the State Board of Education of the textbooks selected by the board of trustees or governing body for use in the following school year. The law also requires that the board of trustees or governing body notify the State Board of Education if the district or charter school has selected textbooks, in the enrichment curriculum only, that are not on a conforming or nonconforming state-adoption list.

Certification:

We, the president and secretary of the local board of trustees, or the officers of the governing body of the charter school, certify that the selections recorded on either the *Annual Requisition for New Instructional Materials*, or transmitted via EMAT Online, have been selected for use in our district or charter school.

We understand that all textbooks adopted by the state are appropriate for use in the Texas schools and districts may choose any materials from the state-adopted lists. If the board of trustees or governing board does not wish to select a particular title adopted by the state and wants to prohibit the district or charter school from ordering the title at a later date, we have noted the title(s) below.

If our district or charter school is selecting materials in the enrichment subject areas that are not on a conforming or nonconforming list of adopted materials, we certify that those selections are listed below. We understand that 30 percent of the cost of those materials or 30 percent of the maximum cost of the materials will be borne by the district or charter school.

We understand that our selections are final, and we may not return copies of one title to secure copies of another title in the same subject.

Signatures of Board President and Secretary or Governing Board Officers	Textbook Titles Not Selected by District or Charter School
<p>_____</p> <p>Board President</p> <p>_____</p> <p>Board Secretary</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>Preferred Shipment Dates: Ship dates will be entered into EMAT Online by Textbook Administration staff.</p>	<p>Selections from Enrichment Subjects Not on an Adopted List</p>
<p>1st Preference: *Any Shipment Date Week of _____ EXCEPT _____</p> <p>2nd Preference: Week of June 27 - July 4 and _____</p> <p>3rd Preference: Week of July 25-29 _____</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

MINERAL WELLS INDEPENDENT SCHOOL DISTRICT

AGENDA ITEM NO.: _____ DATE: May 17, 2005

SUBJECT: Donation of Dunbar School RELATED PAGES: _____

RESOURCE PERSON: _____ PRESENTED BY:

BUDGETARY DATA: _____

ACTION

BACKGROUND INFORMATION:

MWISD (Mineral Wells Independent School District) is not currently using the property nor will MWISD need the school in the future. The building is of historical significance in the community. The Board is authorized to transfer buildings of historical significance to non profit organizations pursuant to Texas Education Code § 11.154.

RECOMMENDATION:

The assistant superintendent recommends that the MWISD Board of Trustees authorize the resolution to donate the property to Dunbar Neighborhood Council, Inc. for continued preservation of the property and for use in a public purpose. A gift deed will be executed conveying MWISD's interest in the building. The deed will convey the property "as is" and will include the required language from the Texas Education Code. The property will revert back to MWISD if the Dunbar Neighborhood Council, Inc. does not use the property for a public purpose or purports to convey the property.

ACTION REQUIRED:

Motion by _____, second by _____, to approve/disapprove/postpone the resolution to donate Dunbar School to Dunbar Neighborhood Council, Inc. Once approved, the Secretary of the Board of Trustees will sign the Resolution and the President of the Board of Trustees will sign and notarize the Gift Deed.

AYES: _____ FOR: _____

NOES: _____ AGAINST: _____

MOTION CARRIED/DENIED/POSTPONED

**THE BOARD OF TRUSTEES OF THE MINERAL WELLS
INDEPENDENT SCHOOL DISTRICT**

**RESOLUTION AUTHORIZING DONATION
OF HISTORICAL PROPERTY**

May 17, 2005

Whereas, the Mineral Wells Independent School District is authorized by Texas Constitution Article VII, § 4B and Texas Education Code § 11.1541 to donate certain real property and improvements to non profit organizations; and,

Whereas, the Mineral Wells Independent School District owns certain real property and improvements commonly know as Dunbar School located at 603 South Oak Avenue in Mineral Wells, Texas.

Whereas, Dunbar Neighborhood Council, Inc., a non profit 501(c)(3) organization, has expressed an interest in accepting ownership of the property preserve the historic building and other public purposes as determined by the governing body of Dunbar Neighborhood Council, Inc, in accordance with the terms and restrictions contained in a deed from Mineral Wells Independent School District and approved by the Texas Education Agency; and,

Whereas, on Tuesday, May 17, 2005, the Board of Trustees held a public hearing on the donation of the property, having previously published notice of the subject matter, location, date, and time of such public hearing in the (newspaper name), a newspaper of general circulation in the Mineral Wells area , not less than 72 hours prior to the hearing; and,

Whereas, following such public hearing, the Board of Trustees does hereby make the following findings of fact:

1. That improvements have historical significance;
2. That a transfer of the property to Dunbar Neighborhood Council, Inc will further the preservation of the improvements;
3. That, as of the date of this resolution, the property is not needed by the Mineral Wells Independent School District for educational purposes, and no such need is anticipated in the future;
4. That the real property and improvements are owned by the Mineral Wells Independent School District;
5. That, as of the date of this resolution, the real property and improvements are not in use.

6. Dunbar Neighborhood Counsel, Inc has shown to the satisfaction of the Board of Trustees that it intends to continue preservation of the real property and improvements and use for public purposes; and,

It is therefore:

Resolved, that the Board of Trustees of the Mineral Wells Independent School District hereby consents to conveyance to Dunbar Neighborhood Council, Inc. of the real property and improvements commonly known as Dunbar School located at 603 South Oak Avenue in Mineral Wells, Texas; and,

Resolved, that such conveyance of real property and improvements shall be a donation to Dunbar Neighborhood Council, Inc. subject to the terms and conditions of reversion set forth in a deed approved by the Texas Education Agency; and,

Resolved, that (board President), President of the Board of Trustees be and hereby is authorized to execute a Deed on behalf of the Board of Trustees subject to final approval by the District's attorney.

CERTIFICATE FOR RESOLUTION

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Mineral Wells Independent School District during a regularly scheduled meeting on Tuesday, May 17, 2005. A quorum of the Board of Trustees being then present, it was then duly moved and seconded that the resolution be adopted, and such resolution was then adopted according to the following vote:

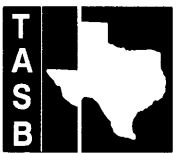
Ayes: _____
Nays: _____
Abstentions: _____

To certify which, witness my hand and the official seal of the District this
17th day of May, 2005.

Secretary, Board of Trustees

Vantage Points

A Board Member's Guide to Update 75



Policy Service

**Your
Viewpoint?**

Vantage Points is an executive summary, prepared for board members, of the TASB Localized Update. The topic-by-topic outline and the thumbnail descriptions survey the update landscape, focusing attention on key issues to assist local officials in studying specific changes found in the policies. The description of policy changes in **Vantage Points** is a highly summarized overview and should not substitute for careful attention to the significantly more detailed Explanatory Notes and the policies within the localized packet.

PLEASE NOTE: This Update 75 **Vantage Points** and the Localized Update 75 packet may not be considered as legal advice and are not intended as a substitute for the advice of a board's own legal counsel.

We welcome your comments or suggestions for improving **Vantage Points**. Please write to us at TASB Policy Service, P.O. Box 400, Austin, TX 78767-0400, or call us at 800-580-7529 or 512-467-0222.

For further information about Policy Service, check out our Web site at <http://www.tasb.org/services/policy>.

© 2005 Texas Association of School Boards, Inc. All rights reserved.

The Big Picture

The primary component of this update is prohibited harassment, including sexual harassment. The update also covers numerous issues related to the harassment policies, and topics such as special education, Student Success Initiative, accountability testing, and voting systems.

Harassment

How harassment of employees and students is addressed in the manual has undergone a major revision. The old coding structure—DHB, DHC, FNCJ, and FNCL—is being abandoned in favor of two new codes:

- DIA emphasizing the district's commitment to protect employees against prohibited harassment, including sexual harassment.
- FFH affording comparable protections to students.

(LOCAL) POLICY CONSIDERATIONS:

DIA and FFH

DH and FNC

(LOCAL) text previously found at the abandoned codes (DHB, DHC, FNCJ, and FNCL) has been redeveloped and recoded. At DIA (for employees) and FFH (for students) are now found:

- Detailed definitions of sexual harassment and other forms of harassment prohibited by law and by the district.
- Examples—unusual to policy—of behaviors that the courts have identified as prohibited harassment.
- Referral to the district official who should receive any complaint of harassment:
 - The Title IX coordinator for sexual and gender-based harassment, in acknowledgement of the antidiscrimination laws.
 - The Superintendent for all other forms of prohibited harassment.
- More detailed language regarding timely reporting, investigations, and appropriate action against allegations of prohibited harassment.
- Cross-references to the standard complaint policies to guide a complainant who is not satisfied with the results of the investigation—DGBA for employees and FNG for students.

The prohibitions against harassment—including sexual harassment—and the disciplinary consequences have been added to DH (for employees) and FNC (for students). At DH is also found the prohibition against romantic relationships between employees and students.

Equal Opportunity

Also related to the harassment policies are DAA, Equal Employment Opportunity, and FB, Equal Educational Opportunity. **DAA(LEGAL)** has been redeveloped to combine, add, and clarify provisions. New to the policy are:

- Age discrimination in regard to a bona fide seniority system or a bona fide employee benefit plan.
- The inclusion of discrimination on the basis of pregnancy, childbirth, or related medical conditions as sex discrimination.
- An equal pay for equal work requirement, with the exception of a seniority system.
- Options regarding assignment to a job involving food handling under the presence of an infectious or communicable disease.

FB(LEGAL) has been reorganized for clarity, and for districts that receive federal funds, further Title IX provisions related to prohibition of sexual discrimination in public education have been added.

***(LOCAL) POLICY CONSIDERATIONS:
DAA and FB***

The recommended policies now point to the superintendent as the coordinator responsible for compliance with antidiscrimination laws in general. For many districts, where compliance coordination for specific federal laws (e.g., Title IX, ADA/Section 504) has been delegated, these policies will also identify those coordinators

In addition, these policies newly contain a requirement that any records related to alleged discrimination or prohibited harassment, investigation reports, and related records be retained for at least three years.

**Employees
Special Education
Teachers**

Effective July 1, 2005, new federal requirements (Individuals with Disabilities Education Improvement Act [IDEA Improvement Act])—added to **DBA(LEGAL)**—have been enacted regarding “highly qualified” special education teachers:

- The teacher must be certified in special education and in one of the core subject areas—English, reading, language arts, mathematics, science, foreign language, civics and government, economics, arts, history, or geography.
- If teaching exclusively “to children who are assessed against alternative achievement standards,” or if teaching two or more core academic subjects exclusively to special education students, the teacher must meet:
 - Applicable requirements for elementary, middle, or secondary teachers, or
 - If teaching at the secondary level, state requirements to effectively teach the particular subject at the specific grade level.

A teacher of multiple core academic subjects exclusively for special education students will be permitted two years to complete necessary certification to meet “highly qualified” status if he or she is:

- New and
- Certified in mathematics, language arts, or science.

For information about other provisions of the Individuals with Disabilities Education Improvement Act of 2004, see **Instruction: Special Education** below.

Employment Eligibility

New to **DC(LEGAL)** is the requirement of the Immigration Reform and Control Act that the employee complete the Employee Information and Verification section of Form I-9 at the time of hire. The employer still has three business days to verify employment eligibility.

Instruction Special Education

Although the IDEA Improvement Act of 2004 becomes effective July 1, 2005, implementation will be affected by state regulation and possible action of the Legislature now in session. Consequently, we are deferring updates for FOF(LEGAL) and the EHBA series of (LEGAL) special education policies at this time. The IDEA Improvement Act changes include:

- Complaints
 - To ensure having all issues addressed during the hearing, the complainant must now give notice of each of those issues prior to the hearing.
 - A parent must attempt to resolve complaints with the district before a hearing is conducted. Any meeting in that regard must occur within 15 days of a due process hearing.
 - State-funded mediation by a qualified and impartial mediator is authorized.
 - FAPE (Free and Appropriate Public Education), rather than procedure, will be the basis for due process decisions.
 - There is now a two-year statute of limitations for complaints.
- Individualized education programs (IEPs) and paperwork reduction
 - Fifteen states will be selected to pilot programs aimed at reducing paperwork and other administrative duties.
 - An IEP team member may be excused from attending a team meeting upon agreement by both the parent and a district official.
 - Following the annual IEP meeting, changes may be made if the parent and a district official agree and produce a written document to revise the IEP.
- Student discipline
 - On a case-by-case basis, pending the manifestation determination, a district is authorized to determine if a student is to be removed from class for misconduct or placed in an alternative setting.
 - A district may keep a student in an alternative setting pending the expedited hearing of an appeal.

Programs

Districts must now provide TEKS-based instruction not only in the foundation curriculum, but also in the enrichment curriculum—see **EHAA(LEGAL)** and **EHAC(LEGAL)**. Other additions to **EHAA(LEGAL)** have only been moved from **EHAB(LEGAL)** since they apply to all levels of instruction; they include the authority to provide instruction in flexible, mixed-age settings, the authority to offer local credit courses, and a prohibition against omitting any state-mandated curricula. Additional revisions to these policies are merely editorial, done for the sake of clarity.

Student Success Initiative

EIE(LEGAL) has been amended to include new Commissioner's rules for the Student Success Initiative (SSI), effective February 24, 2005:

- Criteria have been provided to identify students who are subject to the grade advancement requirements, including automatic retention. Note that even though a student who properly enrolls in a Texas public or charter school between January 1 and April 15 is not subject to automatic retention, he or she is entitled to receive the benefits of SSI.
- If a district is offering the third administration of a grade placement test, it must permit an out-of-district student to participate.
- If a district is offering an on-campus accelerated program during the summer, it must permit attendance by an out-of-district student if the student:
 - Is living away from home, and
 - The program matches the instruction prescribed by the student's grade placement committee (GPC).
- Standards that the GPC may use in its review and decision of an appeal for promotion have been expanded to include the following:
 - Evidence of satisfactory performance through student products such as work samples or local assessments.
 - Improved performance over the three testing opportunities.
 - Extenuating circumstances that adversely affected participation in any stage of the process from instruction to testing.
 - Enrollment for a portion of the school year in a school other than a Texas public school.

(LOCAL) POLICY CONSIDERATIONS:

EIE

In accordance with the expanded Commissioner's rules noted above, we recommend the following additions to the promotion standards that would be considered upon appeal:

- Previous state assessments as evidence of satisfactory performance.
- Extenuating circumstances that may have adversely affected the student's participation in instruction other than the accelerated instruction prescribed by the GPC.
- Enrollment for part of the school year outside the Texas public schools.

NOTE: If your district has not provided complete information to comply with the SSI, we recommend deletion of your now obsolete (LOCAL) policy predating SSI. Please consult the Explanatory Notes in this update to see if we recommended revision or deletion of your district's policy at this code. If we have recommended deletion of the policy, the Explanatory Notes will direct you to our Web site and the appropriate worksheet to complete and send to your Policy Consultant/Analyst.

Other Testing

With transition from exit-level and TAAS requirements to TAKS testing now nearing completion, we have deleted obsolete provisions from **EIF(LEGAL)** and have added final transition provisions to clarify which students may still graduate under the TAAS requirement.

New Commissioner's rules governing assessments for Limited English Proficiency (LEP) students have been added to **EKB(LEGAL)**.

- The provisions providing an exemption for special education students now refer to the assessment as "the English language proficiency assessment," rather than "the reading proficiency test."
- For consistency with NCLBA, testing has been expanded from grades 3–12 to kindergarten–grade 12. In addition, testing must now address listening, speaking, reading, and writing.
- An immigrant student who qualifies for alternate testing of reading proficiency during the first year does not necessarily qualify during the second and third years. Nor does second year qualification ensure third year qualification. Students who are exempted from state-mandated testing and who are assessed solely for federal accountability purposes are not subject to the grade advancement requirements under the Student Success Initiative.

Cell Phones

(LOCAL) POLICY CONSIDERATIONS:
FNCE
Many districts have a (LOCAL) policy calling for disposal of confiscated paging devices, as permitted by law. With the growing range of personal communication devices available, many districts no longer dispose of “pagers,” but address inappropriate use in the student handbook and/or Student Code of Conduct. We recommend that this policy be deleted in favor of the provisions of the student handbook and the Student Code of Conduct. If your district does dispose of confiscated paging devices, please contact your Policy Consultant/Analyst for updated language.

**Governance
Elections**

On January 1, 2006, state provisions supporting the Help America Vote Act of 2002 will go into effect. Accordingly, the following additions have been made to **BBB(LEGAL)**:

- A voting system that uses mechanical voting machines or a punch-card ballot or similar form of tabulating card will be prohibited.
- At each polling place, at least one voting station must allow persons with disabilities to cast a secret ballot, in accordance with the Americans with Disabilities Act and Section 504.

Committees

(LOCAL) POLICY CONSIDERATIONS:
BDB
To avoid any confusion in regard to posting notices, we suggest deleting the requirement for all board committees to comply with the Texas Open Meetings Act. Those requirements are specifically spelled out in **BDB(LEGAL)**.

**Operations
Safety**

The authority of the board to adopt rules to protect the safety and welfare of students and employees, safeguard property, and generally provide for the security of the district has been added to **CLA(LEGAL)**.

CS(LEGAL) has been updated to include citations from the Railroad Commission rules for implementing the Natural Resources Code provisions regarding natural gas pipelines. Also new to the policy is the definition of “educational specification” as applied to new facilities and major renovations effective January 1, 2004.

(LOCAL) POLICY CONSIDERATIONS:

FFF

For districts that have not already updated this policy, we recommend expanding the application of school safety initiatives to include all school-sponsored events or activities and making the following additions to the initiatives:

- Developing age-appropriate safety programs and activities for students at each grade level.
- “Emphasizing,” rather than “offering,” safety education to students enrolled in laboratory courses in science, industrial arts, health, and physical education.
- Annually reviewing the adequacy of emergency procedures and providing for staff training.
- Implementing appropriate crisis management procedures when emergencies occur.

(LOCAL) POLICY CONSIDERATIONS:

CLB

Since the required components of a district’s integrated pest management program (IPM) are included at CLB(LEGAL), they have been deleted here. New to the policy is a prohibition against application of a pesticide or herbicide at a school facility without the prior approval of the IPM coordinator.

Financial Issues

(LOCAL) POLICY CONSIDERATIONS:

BDAE

At **BDAE(LEGAL)**, we have added a provision from the Government Code that requires the district to adopt policy regarding eligible collateral for district funds in CDs and checking accounts. To meet that requirement, a new (LOCAL) policy is offered for your consideration.

Legal Services

(LOCAL) POLICY CONSIDERATIONS: BDD

This policy is recommended to address retaining legal counsel in accordance with a written contract between the district and its attorney. The policy includes guidance for handling board or staff requests for legal advice and for sharing legal advice with the board and superintendent when appropriate.

If your district has in-house legal counsel, please revise the policy as necessary and advise your Policy Consultant/Analyst of the changes.

Transportation Allotments

A district that wishes to secure transportation funding based on hazardous traffic conditions for regular students, otherwise ineligible for transportation services, must first define the conditions and identify the specific areas. That information must be included in CNA(LOCAL) or in a board resolution. TEA suggests that the description be explicit enough to be easily understood; include the grade levels affected; and specify the nature of the traffic condition, identifying the freeway, overpass, etc., that qualifies as a hazardous condition. Funding becomes available from the date of policy adoption or resolution. TEA must be notified upon board action and when any changes to the hazardous conditions occur.

If your district would like to handle this through a board resolution, a sample resolution is available to your district's policy administrator through MyTASB in the *Regulations Resource Manual*. If your district would prefer to adopt policy provisions, please provide the information to your Policy Consultant/Analyst.

Public Information Requests

A new code has been created to allow us to separate the provisions that "define" what is and is not public information from the provisions governing requests for public information. For user convenience, all provisions related to requests have been moved from **GBA(LEGAL)** to **GBAA(LEGAL)**. New to **GBAA(LEGAL)** are:

- A 30-day window in which a district may file a legal challenge following the attorney general's determination that material requested by a parent is public information and must be released.
- A prohibition against a district challenge to an unfavorable court decision—parents, however, are not included in the prohibition.

Since the provisions of **GBA(EXHIBIT)** pertain to requests for information, that text has been moved unaltered to **GBAA(EXHIBIT)**.

***(LOCAL) POLICY CONSIDERATIONS:
GBA and GBAA***

If your policy at GBA addresses requests for information, it has been moved to GBAA. Please review the policy for consistency with current practice and advise your Policy Consultant/Analyst of any revisions that are necessary.

LOCALIZED POLICY MANUAL UPDATE 75

BBB (LEGAL)	BOARD MEMBERS ELECTIONS
BBFA (LEGAL)	ETHICS CONFLICT OF INTEREST
BDAE (LEGAL)	OFFICERS AND OFFICIALS DUTIES AND REQUIREMENTS OF DEPOSITORY
BDAE (LOCAL)	OFFICERS AND OFFICIALS DUTIES AND REQUIREMENTS OF DEPOSITORY
BDB (LOCAL)	BOARD INTERNAL ORGANIZATION INTERNAL COMMITTEES
BDD (LOCAL)	BOARD INTERNAL ORGANIZATION ATTORNEY
CHD (LOCAL)	PURCHASING AND ACQUISITION PURCHASING PROCEDURES
CLA (LEGAL)	BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT SECURITY
CLB (LOCAL)	BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT MAINTENANCE
CNA (LOCAL)	TRANSPORTATION MANAGEMENT STUDENT TRANSPORTATION
CS (LEGAL)	FACILITY STANDARDS
D (LEGAL)	PERSONNEL
DAA (LEGAL)	EMPLOYMENT OBJECTIVES EQUAL EMPLOYMENT OPPORTUNITY
DAA (LOCAL)	EMPLOYMENT OBJECTIVES EQUAL EMPLOYMENT OPPORTUNITY
DBA (LEGAL)	EMPLOYMENT REQUIREMENTS AND RESTRICTIONS CREDENTIALS AND RECORDS
DC (LEGAL)	EMPLOYMENT PRACTICES
DH (LOCAL)	EMPLOYEE STANDARDS OF CONDUCT
DHB (LOCAL)	EMPLOYEE STANDARDS OF CONDUCT HARASSMENT
DHC (LEGAL)	EMPLOYEE STANDARDS OF CONDUCT SEXUAL HARASSMENT/SEXUAL ABUSE
DHC (LOCAL)	EMPLOYEE STANDARDS OF CONDUCT SEXUAL HARASSMENT/SEXUAL ABUSE
DHC (EXHIBIT)	EMPLOYEE STANDARDS OF CONDUCT SEXUAL HARASSMENT/SEXUAL ABUSE
DIA (LEGAL)	EMPLOYEE WELFARE FREEDOM FROM HARASSMENT
DIA (LOCAL)	EMPLOYEE WELFARE FREEDOM FROM HARASSMENT
EHAA (LEGAL)	BASIC INSTRUCTIONAL PROGRAM REQUIRED INSTRUCTION (ALL LEVELS)
EHAB (LEGAL)	BASIC INSTRUCTIONAL PROGRAM REQUIRED INSTRUCTION (ELEMENTARY)
EHAC (LEGAL)	BASIC INSTRUCTIONAL PROGRAM REQUIRED INSTRUCTION (SECONDARY)
EHBA (LEGAL)	SPECIAL PROGRAMS

EIE (LEGAL)	SPECIAL EDUCATION STUDENTS ACADEMIC ACHIEVEMENT RETENTION AND PROMOTION
EIE (LOCAL)	ACADEMIC ACHIEVEMENT RETENTION AND PROMOTION
EIF (LEGAL)	ACADEMIC ACHIEVEMENT GRADUATION
EKB (LEGAL)	TESTING PROGRAMS STATE ASSESSMENT PROGRAM
F (LEGAL)	STUDENTS
FB (LEGAL)	EQUAL EDUCATIONAL OPPORTUNITY
FB (LOCAL)	EQUAL EDUCATIONAL OPPORTUNITY
FFD (LOCAL)	STUDENT WELFARE STUDENT INSURANCE
FFE (LEGAL)	STUDENT WELFARE STUDENT ASSISTANCE PROGRAMS/COUNSELING
FFG (LEGAL)	STUDENT WELFARE CHILD ABUSE AND NEGLECT
FFH (LEGAL)	STUDENT WELFARE FREEDOM FROM HARASSMENT
FFH (LOCAL)	STUDENT WELFARE FREEDOM FROM HARASSMENT
FNC (LOCAL)	STUDENT RIGHTS AND RESPONSIBILITIES STUDENT CONDUCT
FNCE (LOCAL)	STUDENT CONDUCT TELECOMMUNICATIONS DEVICES
FNCJ (LEGAL)	STUDENT CONDUCT SEXUAL HARASSMENT/SEXUAL ABUSE
FNCJ (LOCAL)	STUDENT CONDUCT SEXUAL HARASSMENT/SEXUAL ABUSE
FNCJ (EXHIBIT)	STUDENT CONDUCT SEXUAL HARASSMENT/SEXUAL ABUSE
FNCL (LOCAL)	STUDENT CONDUCT HARASSMENT
FND (LEGAL)	STUDENT RIGHTS AND RESPONSIBILITIES MARRIED STUDENTS
FNE (LEGAL)	STUDENT RIGHTS AND RESPONSIBILITIES PREGNANT STUDENTS
FOF (LEGAL)	STUDENT DISCIPLINE STUDENTS WITH DISABILITIES
G (LEGAL)	COMMUNITY
GBA (LEGAL)	PUBLIC INFORMATION PROGRAM ACCESS TO PUBLIC INFORMATION
GBA (EXHIBIT)	PUBLIC INFORMATION PROGRAM ACCESS TO PUBLIC INFORMATION
GBAA (LEGAL)	INFORMATION ACCESS REQUESTS FOR INFORMATION
GBAA (EXHIBIT)	INFORMATION ACCESS REQUESTS FOR INFORMATION

RECEIVED FEB 22 2005



TEXAS EDUCATION AGENCY

1701 North Congress Ave. ★ Austin, Texas 78701-1494 ★ 512/463-9734 ★ FAX: 512/463-9838 ★ <http://www.tea.state.tx.us>

Shirley J. Neeley, Ed.D.
Commissioner

February 17, 2005

ACTION REQUIRED

TO THE ADMINISTRATOR ADDRESSED:

Subject: Depository Pledge Contract

Each school district and regional education service center must select a depository or depositories for school funds to be received during the 2005-2007 biennium that begins either July 1, 2005 or September 1, 2005, according to Subchapter G, Chapter 45, Texas Education Code. The board of trustees has the responsibility for making the selection and executing a new contract effective the first day of the new fiscal year, either July 1, 2005 or September 1, 2005. Subchapter G, Section 45.205 (c), Texas Education Code, states that the contract term and any extension must coincide with the school district's fiscal year.

Subchapter G, Section 45.206 (a), Texas Education Code, states that a school district shall mail to each bank located in the district, and if desired, to other banks, a bid notice which includes a uniform bid blank in the form prescribed by State Board of Education rule. Also, Section 45.208 states that the selected depository and the school district shall enter into a depository contract in a form and with the content prescribed by the State Board of Education. Please keep in mind that Section 45.206(b) allows districts to add to the uniform bid form other terms that do not unfairly restrict competition between banks.

The three enclosed contract forms should be executed and returned to the Division of Financial Audits along with one copy of the accepted bid filed by the selected depository, and a copy of the Competitive Bid Data Sheet. However, if the district is eligible and elects to extend the current contract, only an executed copy of the Board Resolution for Extension should be returned to this office. The Direct Deposit Authorization form must also be completed and submitted to this office only if the district changes depository banks or changes the account number to which all funds are sent. **The Division of Financial Audits must receive the completed contracts or resolution to extend the current contract and, if necessary, the Direct Deposit Authorization form no later than June 15, 2005.** If the contracts or resolution are not received by that date, there is a possibility that the July or September payment will be delayed, depending on the district's fiscal year.

"Good, Better, Best—never let it rest—until your good is better—and your better is BEST!"

February 14, 2005

Page 2

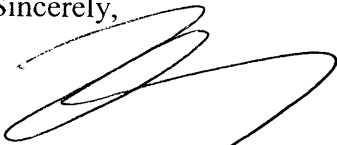
Please mail three (3) copies of the completed contract and attendant materials as referenced above or a copy of the resolution to the:

Division of Financial Audits
Texas Education Agency
William B. Travis Building
1701 North Congress Avenue
Austin, Texas 78701

When the contracts have been determined to meet all statutory requirements by the Agency, one signed copy will be returned to the district and one will be returned to the depository. The other copy, with attendant materials referenced above, will be retained on file at the Agency.

Thank you for your cooperation. Any questions regarding this matter should be directed to Cassie Huggins or Janice Hollingsworth, Division of Financial Audits, at (512) 463-9095.

Sincerely,



Thomas D. Canby, Jr.
Managing Director
Division of Financial Audits

Enclosures

**Mineral Wells Independent School District
Evaluation of Bank Depository Contract Bids
May 17, 2005**

	<u>Bank of America</u>	<u>City National Bank</u>
Cost of Services Based on Typical Monthly Activity	\$1,329	\$0
Type of Third-Party Institution Holding Collateral	The Bank of New York Trust Company, N.A.	First Financial Bankshares, Inc.
Financial Strength of Institution:		
2004 Assets	\$1,110,457,000,000	\$2,315,224,000
2004 Net Income	\$14,143,000,000	\$39,171,000
2004 Shareholders' Equity	\$99,645,000,000	\$265,545,000
Experience in Providing Depository Services to Similar Accounts	14 Years with MWISD	Some Experience with Non-profit Entities
Interest Rates Offered	Lower Rates on Time Deposits and Interest Bearing Accounts	Higher Rates on Time Deposits and Interest Bearing Accounts
Location and Hours of Operation	Mineral Wells 9:00 A.M. - 3:00 P.M.	Mineral Wells 9:00 A.M. - 4:00 P.M.
Electronic Bank Services Offered	Available	Available
Additional Services	Similar Services	Similar Services

Recommendation: Based on the above, we recommend that City National Bank of Mineral Wells be awarded the 2005-2007 bank depository contract.

Russell J. Cotton
Paul Hea

INDEPENDENT SCHOOL DISTRICT/REGIONAL EDUCATION SERVICE CENTERS

(Prepared by Texas Education Agency)

SUMMARY OF LAWS AND PROCEDURES PERTAINING TO DEPOSITORY CONTRACTS

The Texas Education Code (Texas School Law Bulletin) requires that depository contract(s) for each Independent School District (ISD) be renewed every two years. The next two-year period is from either July 1, 2005 through June 30, 2007 or September 1, 2005 through August 31, 2007. Subchapter G, Section 45.205(c), Texas Education Code, states that the contract term and any extension must coincide with the school district's fiscal year. The applicable sections of the Code entitled School District Depositories are detailed in Subchapter G, Section 45.201 through Section 45.209.

- A. Legislative acts define the term "bank" in Subchapter G: School District Depositories, Section 45.201(2), as "a state bank authorized and regulated under the laws of the state pertaining to banking, in particular Subtitle A, Title 3, Finance Code, a national bank, a savings and loan association or savings bank authorized and regulated by federal law, or a savings and loan association or savings bank organized under the laws of this state. The term does not include any bank the deposits of which are not insured by the Federal Deposit Insurance Corporation." This authorizes savings and loans to serve as depositories for school districts/education service centers provided that they meet the requirements as stated above.

In addition, Section 45.201(2) also defines "bank" as "a bank, a savings and loan association, or a savings bank organized under the laws of this state, another state, or federal law that has its main office or a branch office in this state. The term does not include any bank the deposits of which are not insured by the Federal Deposit Insurance Corporation." This authorizes a main or branch office of an out-of-state bank which is located in this state to serve as depository of a school district/education service center provided that they meet the requirements as stated above.

Depository contracts are to remain in force for a period of two years and until a successor shall have been duly selected and qualified, in accordance with Section 45.205(a). At the end of the two-year term, Section 45.205(b) states that a school district and the district's depository bank may agree to extend a depository contract for one additional two-year term. An extension of the current depository contract under this subsection is not subject to the requirements of Section 45.206 which provides that the depository or depositories be selected only under the provisions therein, as summarized below.

1. The Board of Trustees of each school district shall, at least thirty (30) days prior to the termination of the current depository contract(s), mail to each bank located in said district and, if desired, to other banks, a notice stating the time and place in which bid applications will be received for selecting a school depository or depositories. At least two banks must receive bid notices in every case. A bank is considered to be within a district wherein it conducts business at or through a branch in the district.
2. Attached to the notice shall be a uniform bid blank in the form prescribed by State Board of Education rule. Section 45.206 states that "the school district may add to the uniform bid blank other terms that do not unfairly restrict competition between banks in or near the territory of the school district." Other terms added to the bid by the individual district must be stated in a uniform manner that will permit and facilitate comparison of all bids.
3. A district may select one, or in the event of tie bids, more than one depository; the bank(s) selected shall make and enter into a depository contract or contracts setting forth the duties and responsibilities of the depository(ies). Deposits shall be secured by surety bond in the form and with the content prescribed by the State Board of Education, or by pledged securities, or any combination of the two,
4. If the bids presented are tie bids, the Board may award a contract or contracts to one or more of the tie bidders or reject all bids at the discretion of the Board, reference Section 45.207 of the Code.
5. In determining the highest and best bid or in the event of tie bids, the highest and best bids, the board of trustees should consider the interest rate bid on time deposits, charges for keeping district accounts, records, and reports and furnishing checks, and the ability of the bidder to provide the necessary services and

perform the duties as school depository together with all other matters that in the judgment of the board of trustees would be in the best interest of the district.

6. The Board must designate one depository to receive all funds distributed through the Texas Education Agency [Section 45.207(b)]. All funds received by the district from or through the agency must be deposited in one depository bank or invested in a public funds investment pool created under Chapter 791, Government Code.
7. If a school board member is serving in the dual capacity of school board member and stockholder, officer, director, or employee of a bank that has bid to become a depository for the District, the member may not vote on awarding the contract to the bank, in accordance with Section 45.204(b).
8. **No payments will be made to any district subsequent to either July 1, 2005 or September 1, 2005, that has not submitted an acceptable contract(s).**
9. **Because of the urgency for processing the information received prior to the beginning of the district's biennium, it will be necessary for the Division of Financial Audits to receive the contracts no later than June 15, 2005. Contracts will be returned to the district unapproved if the contracts have not been completed properly. All blanks must be filled in and, most importantly, contract forms must be signed by the school board president and secretary and signed by the authorized bank officer. The contract must also be notarized on behalf of the depository. In the absence of school board officers, the district should check its board policy to see if someone else has been authorized to sign in their absence. If not, then the district will have to obtain appropriate signatures before submitting the contract to the Texas Education Agency.**

CASHIER'S CHECK

- B. The cashier's check should not be excessive but should be in an amount sufficient to cover the costs incurred by the District during the bidding process and any cost the District incurs in seeking new bids should the selected depository submitting the bid fail in its performance to enter into a contract with the District.

SECURITIES

- C. The Government Code, Collateral for Public Funds, Section 2257.023, states that the governing body of the public entity shall establish written policies to determine securities eligible for adequately securing school district deposits in accordance with the Texas Education Code and the depository contract(s). Security is authorized in the type and form of the following:
 1. Surety Bond: Section 45.208(a) of the Education Code states in part that the bank or banks selected as school depository or depositories and the school district shall enter into a bond or bonds in a form and with the content prescribed by the State Board of Education. A Texas School Depository Bond Form must be completed with a copy sent to this Agency in the event that a depository bank elects to use a surety bond to secure school district/education service center funds. This form can be found at www.tea.state.tx.us/school.finance/audit/03surety.doc.
 2. Pledged Securities: The Board of Trustees may accept a deposit of approved securities. The approved securities shall be of the kind defined in the Texas Education Code and the amount pledged shall be in a total market value sufficient to adequately protect the funds of the District as directed at anytime by the Board of Trustees of the District in accordance with standards acceptable to the Texas Education Agency. All funds, less applicable Federal Deposit Insurance and any surety bond coverage, must be secured by the end of the banking day on which the funds were credited.

The depository is required to file with the district a safekeeping or trust receipt for each security pledged against the district's or service center's funds. Such receipts must show the school district or service center as pledgee and must clearly indicate the third party holder of the security, the name of the depository, the

receipt number, description, maturity date, par value or market value of the security if it reduces in principal.

3. Approved securities are categorized and also restricted to those defined in Section 45.201(4) of the Texas Education Code and as provided for in the Government Code, Chapter 2257, Collateral for Public Funds.
4. The question is often asked whether short-term obligations of a given school district are acceptable for pledge purposes, thus having the effect of reducing the amount of securities that a given depository may be required to pledge. We find no authority for short-term loans made by the depository to the district to be deducted from the required amount pledged; however, such short-term obligations of the depositing school district are acceptable for pledge purposes but must be considered "approved securities" and placed in another bank for safekeeping. The bank shall issue safekeeping receipts showing that the obligations are pledged to the school district on a declining balance according to the repayment schedule.

COLLATERAL PLEDGE AGREEMENT

The collateral pledge agreement shall conform to the United States Code Annotated (USCA), Title 12, §1823(e), as follows:

“(e) Agreements against interests of the Corporation

(1) In general

No agreement which tends to diminish or defeat the interest of the Corporation in any asset acquired by it under this section or section 1821 of this title, either as security for a loan or by purchase or as receiver of any insured depository institution, shall be valid against the Corporation unless such agreement--

- (A) is in writing,
- (B) was executed by the depository institution and any person claiming an adverse interest thereunder, including the obligor, contemporaneously with the acquisition of the asset by the depository institution,
- (C) was approved by the board of directors of the depository institution or its loan committee, which approval shall be reflected in the minutes of said board or committee, and,
- (D) has been, continuously from the time of its execution, an official record of the depository institution.

(2) Public deposits

An agreement to provide for the lawful collateralization of deposits of a Federal, State, or local governmental entity or of any depositor referred to in section 1821(a)(2) of this title shall not be deemed to be invalid pursuant to paragraph (1)(B) solely because such agreement was not executed contemporaneously with the acquisition of the collateral or with any changes in the collateral made in accordance with such agreement.”

INVESTMENTS

- D. The Government Code, Chapter 2256, Public Funds Investment, states that investments shall be made in accordance with written policies approved by the governing body of the public entity.

If the district invests in Certificates of Deposit with the depository or other banks, investments must be made in the name of the district and fully collateralized (covered by FDIC insurance or the pledge of securities). An investment exceeding the FDIC coverage must be secured by a contract and the pledging of securities.

ACCOUNTS

- E. Total school deposits shall require approved security pledge or surety bond coverage, or both, to the extent not covered by the Federal Deposit Insurance Corporation (FDIC) insurance.
1. The amount of FDIC coverage is as follows:
 - a. Up to \$100,000 for all district operational funds in time/savings accounts;
 - b. Up to \$100,000 for all district operational funds in demand/regular accounts which are not being paid interest; and
 - c. Up to \$100,000 for the interest and sinking funds account that is being paid interest.
 2. Time and Savings Accounts: In an opinion rendered by the Dallas FDIC office, the following information was given: "Demand accounts of public schools which are being paid interest (NOW accounts) are categorized as savings accounts for insurance purposes." This would mean that a district using the NOW account for the regular or demand account could not discount the FDIC \$100,000 insurance from the collateral pledged for that account. It would mean that the amount the district deposited in the Time and Savings Account plus the amount deposited in the NOW account would be aggregated and only insured up to \$100,000.
 3. Interest and Sinking. Interest and sinking funds are deemed to be a deposit by a trustee of trust funds of which the bondholders are pro rata beneficiaries and the beneficial interest of each bondholder would be insured to a maximum of \$100,000 separately from other funds owned by the school district. In order to obtain such coverage, however, record keeping requirements similar to those pertaining to trust accounts must be met. The deposit account records of the bank must disclose that such a custodial relationship exists. In addition, the detail of the deposit relationship and the interest of the parties in the account must be ascertainable from the records of the bank or the records of the school district.

BANK CLOSING

- F. In the event a bank is closed, the ISD may select another depository. The Texas Local Government Code, Section 131.001, allows the local government authority of the county, municipality or district to select by contract a special depository in the event that the original depository bank suspends business or is taken charge of by a state or federal bank regulatory agency.
1. When a bank fails and is reopened, FDIC usually negotiates a contract with the new bank. The contract will specify if or under what conditions the new bank will honor pre-existing depository contracts. As soon as feasible, all safekeeping receipts should be re-issued, showing the name of the new bank and the securities pledged to the district.
 2. When a failed bank is reopened, the transit routing number, the bank address, the type of account, or the account number may change. The district must notify the Texas Education Agency immediately of any changes which could affect the receipt of school funds and complete a new Direct Deposit Authorization Form.

TEA REQUIREMENTS AND PROCEDURES

- G. Under Chapter 44, Subchapter A, Section 44.009(a), Texas Education Code, we find that "All financial reports made by or for school districts or by their officers, agents, or employees, to the commissioner or to the Agency, shall be made on forms prescribed by the Agency, subject to review and comment by the state auditor."

Upon this basis the Agency:

1. Provides the forms required for bidding, pledging surety bonds and executing depository contracts by independent school districts, education service centers and the selected depositories.
 2. Receives, reviews, accepts or rejects the contract forms; copies of accepted contracts are filed with the Agency in accordance with the School Depository Act.
 3. Requires that the Competitive Bid Data Sheet and the accepted bid be filed with the Agency along with the contracts. The district is responsible for reviewing the securities pledged to determine if they are acceptable for pledge purposes as specified by the statutes, the Code, and Attorney General Opinions, and for keeping copies of said receipts on file.
 4. Notifies each district or service center of the acceptability of the contracts.
 5. Notifies districts and service centers that fail to submit acceptable contracts by either July 1, 2005 or September 1, 2005, that funds are subject to being withheld pending receipt and acceptance of the contract. The Agency is not authorized to send funds to a depository that has not been selected and approved in compliance with the law.
 6. Keeps an accurate record of the name and address of each depository and its transit routing number to which all funds distributed through the Agency are sent. A record of each district's bank account number and type is maintained. Districts must inform the Agency of any bank changes by using a Direct Deposit Authorization form issued by the Comptroller of Public Accounts.
- H. These guidelines have not taken into account any changes in the procedures that may be necessary as a result of legislative acts that may be passed during the present session.
- I. The section on the back of the contract entitled "To Be Completed by District" must be completed by the school district/education service center. A Direct Deposit Authorization form (original signatures are required) must also be completed if any of the bank information changes. Current bank information is necessary for the transfer of all funds electronically through the ACH (Automated Clearing House) system. The depository shall give the district credit on the effective settlement date for funds transferred electronically (25th day of the month or the following banking day if the 25th falls on a weekend or holiday for Foundation and Per Capita funds).
- J. Correspondence with the Texas Education Agency: School districts/education service centers having problems or questions on depository transactions may write or call Cassie Huggins or Janice Hollingsworth, Division of Financial Audits, Texas Education Agency, 1701 North Congress Avenue, Austin, Texas 78701 (512/463-9095).

Cafeteria Price Increase Justification

1. Equipment needs and or replacements:

Food Steamer for Junior High School, approximately \$7000.00

Ice machine replacement needed at Travis Elementary

Dish machine (industrial dishwasher) replacement at Junior High, \$8000.00

2. Cost increases:

Payroll costs increase approximately \$9000.00 every year the step increase is given to employees.

Food and non food supplies increase 2-3 percent every year.

3. Major renovations needed at Lamar and Junior High to allow room for the number of students wanting meals.

2005-2006 Proposal

Breakfast: All students @ \$1.00
All adults @ \$1.50

Lunch: Pre-K through sixth grade @ \$1.75
Seventh through twelfth grade @ \$2.00
All adults @ \$2.50

(Last price increase was 2002)

District	2003 Price Elementary Breakfast	2004 Price Elementary Breakfast	2003 Price Elementary Lunch	2004 Price Elementary Lunch	Proposed for 2005-2006	2003 Price Secondary Breakfast	2004 Price Secondary Breakfast	2003 Price Secondary Lunch	2004 Price Secondary Lunch	Proposed for 2005-2006	2003 Price Adult Lunch	2004 Price Adult Lunch	Proposed for 2005-2006
Desoto	\$1.05	N/A	\$1.60	\$1.75	N/A	\$1.05	N/A	\$2.10	\$2.00/\$2.25	N/A	\$2.25	\$2.50	N/A
Frisco	\$1.00	\$1.00	\$1.85	\$1.90	N/A	\$1.00	\$1.00	\$2.00	N/A	N/A	\$2.50	N/A	N/A
Grandview	\$1.10	N/A	\$1.60	N/A	N/A	\$1.10	N/A	\$1.85	N/A	N/A	\$2.25	N/A	N/A
Wilmer-Hutchins	\$0.90	N/A	\$1.40	N/A	N/A	\$0.90	N/A	\$1.40	N/A	N/A	\$2.00	N/A	N/A
Irving ISD	\$0.75	N/A	\$1.50	N/A	N/A	\$0.75	N/A	\$1.75	N/A	N/A	\$2.15	N/A	N/A
Mansfield ISD	\$1.25	N/A	\$1.25	N/A	N/A	\$1.75	N/A	\$2.00	N/A	N/A	\$1.50/\$2.60	N/A	N/A
Grand Prairie	\$1.00	N/A	\$1.75	N/A	N/A	\$1.00	N/A	\$1.85	N/A	N/A	\$1.15/\$2.00	N/A	N/A
Tom Bean	\$1.00	N/A	\$1.50	N/A	N/A	\$1.00	N/A	\$1.75	N/A	N/A	\$2.75	\$3.00	N/A
Coppell	\$0.75	\$1.00	\$1.75	\$2.00	N/A	\$0.85	\$1.00	\$1.90	\$2.25	N/A	\$2.25	\$2.50	N/A
Burleson	\$1.00	N/A	\$2.00	N/A	N/A	\$1.25	N/A	\$2.25	N/A	N/A	\$2.50/\$2.75	N/A	N/A
Duncanville	\$1.25	N/A	\$2.10	N/A	N/A	\$1.25	N/A	\$2.25	N/A	N/A	\$2.40/\$2.50	N/A	N/A
Lovejoy ISD	N/A	N/A	\$2.00	\$2.25	N/A	N/A	N/A	N/A	N/A	N/A	\$2.75	\$3.00	N/A
Carrollton-FB	\$1.00	N/A	\$1.75	N/A	N/A	\$1.00	N/A	\$2.25/\$2.50	N/A	N/A	\$2.00/\$2.50	N/A	N/A
White Settlement	\$0.85	N/A	\$1.40	N/A	\$1.55	\$0.85	N/A	\$1.55	N/A	\$1.60	\$2.00	N/A	\$2.00
Castleberry ISD	\$0.90	N/A	\$1.60	N/A	N/A	\$0.90	N/A	\$1.90	N/A	N/A	\$1.20/\$2.50	N/A	N/A
Everman ISD	\$0.75	N/A	\$1.50	N/A	N/A	\$0.75	N/A	\$1.75	N/A	N/A	\$2.35	N/A	N/A
Stephenville ISD	\$1.00	\$1.00	\$1.75	\$2.00	\$2.00	\$1.00	\$1.00	\$2.00	\$2.25	\$2.25	\$1.10/\$2.50	\$1.10/\$2.50	\$2.75
Grapevine/Cville	\$1.00	N/A	\$1.85	N/A	N/A	\$1.00	N/A	\$2.00	N/A	N/A	\$2.50	N/A	N/A
Farmersville ISD	\$1.00	N/A	\$1.75	N/A	N/A	\$1.00	N/A	\$2.00	N/A	N/A	\$1.50/\$2.50	N/A	N/A
Boyd ISD	\$1.00	N/A	\$1.60	N/A	N/A	\$1.00	N/A	\$1.85/\$2.00	N/A	N/A	\$1.25/\$2.50	N/A	N/A
HEB ISD	\$0.90	N/A	\$1.75	N/A	N/A	\$0.90	N/A	\$1.85/\$2.55	\$2.55	N/A	\$1.20/\$2.50	\$1.20/\$2.50	N/A
Crowley ISD	\$0.90	N/A	\$1.75	N/A	N/A	\$0.90	N/A	\$2.00	\$1.40/\$2.50	N/A	\$2.95	\$2.95	N/A
Rockwall ISD	\$0.90	\$1.00	\$1.75	\$1.95-\$2.00	N/A	\$0.95	\$1.00	\$2.00	\$2.25(+)	N/A	\$2.50	N/A	N/A
Weatherford	N/A	N/A	N/A	\$2.25	\$2.50	N/A	N/A	N/A	\$2.50	\$2.75	N/A	\$2.50	\$2.75
Santo	N/A	\$1.00	N/A	\$1.50	N/A	N/A	\$1.00	N/A	\$1.75	N/A	N/A	\$2.00	N/A
Springtown	N/A	\$1.25	N/A	\$1.75	N/A	N/A	\$1.25	N/A	\$2.00	N/A	N/A	\$2.50	N/A



P.O. Box 606
Mineral Wells, TX 76068
Ticket Office: 940.325.8500
www.telsteam.com

May 9, 2005

Mineral Wells ISD School Board
906 SW 5th Ave.
Mineral Wells, TX 76067

Mineral Wells City Council
1301 S. Oak
Mineral Wells, TX 76067

Dear Mineral Wells ISD School Board and Mineral Wells City Council,

The Mineral Wells Steam would like to notify the School Board and the Mineral Wells City Council members of a potentially dangerous situation and a solution to this problem.

Currently people attending events at Pratt Field (MW High Baseball Field) or Kesler Field (Softball Field) are allowed to park on the north side of Ram Blvd. After emerging from between cars, people who park here then walk across the two lanes of traffic to get to the fields. Since there is adequate space allowed for parking to the west of these athletic fields, we feel the potential danger to the crossing pedestrians and people driving by is not a risk worth taking.

There are a couple of additional reasons for eliminating parking on Ram Blvd. 1) Cars parked here are susceptible to foul balls. 2) Proceeds from the money received for parking in the allotted space to the west of these fields go back into the community in the form of return to the fund-raising groups working at Steam games.

The solution we would like to present is to remove the option of parking on Ram Blvd by putting up "No Parking" signs. Specifically, if parking was not allowed on Ram Blvd. from the intersection of FM 1821 to the intersection at Industrial Blvd/Lady Ram Blvd. the risk to people attending events, including Steam games, at Pratt and Kesler Fields would be greatly reduced.

We greatly appreciate your time and consideration in this manner. We are also grateful for the support you have shown us in our first couple of years.

Sincerely,

A handwritten signature in black ink that reads "Eddie Lang".

Eddie Lang
Director of Operations
Mineral Wells Steam



To: The Mineral Wells City Council and the MWISD School Board

The Mineral Wells Area Chamber of Commerce respectfully requests to the Mineral Wells City Council and the School Board of the Mineral Wells Independent School District that a permanent change from parking to no parking on Ram Boulevard between FM1821 and Lady Ram Boulevard be considered. This request is being made because of pedestrian safety. Thank you for your consideration of this request.

Respectfully Yours,
Bill Stern

Mineral Wells Area Chamber of Commerce