



**Port Aransas ISD**

**Regular Meeting**

**Thursday, January 12, 2012 6:00 PM**

**NOTICE OF REGULAR MEETING OF THE BOARD OF TRUSTEES  
PORT ARANSAS INDEPENDENT SCHOOL DISTRICT  
Thursday, January 12, 2012  
6:00 PM**

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Port Aransas Independent School District will be held on Thursday, January 12, 2012 at 6:00 PM. The Board will meet in the Board Room of the Port Aransas Independent School District Administration Building, 100 S. Station Street, Port Aransas, Texas.

I. CALL TO ORDER	5
A. Moment of Silence and Pledge of Allegiance	
II. COMMENTS	
A. Public Comments	6
B. Board of Trustee's Acknowledgements	7
III. PRESENTATION INFORMATION	8
A. Board of Trustees' Recognition	
B. Olsen Elementary School and Brundrett Middle School UIL Academic Competition Results	
IV. REPORTS	
A. Business Reports	9
1. December's Expenditures	10
2. Tax Collections.	18
B. Superintendent's Report	19
1. Enrollment/Attendance	20
2. Facilities Update	21
3. Superintendent's Evaluation-Set Date(s) & Time(s)	
V. CONSENT AGENDA	
A. Consider/Take Possible Action on the Minutes of the Regular Meeting December 8, 2011.	23
B. Consider/Take Possible Action on the Investment Report.	26
C. Review/Take Possible Action on NCAD Minutes as Necessary.	33
VI. DISCUSSION AND/OR ACTION ITEMS	
A. Consider/Take Possible Action to Approve Resolution Supporting the Region 2 Education Service Center.	40
B. Consider/Take Possible Action to Approve Revisions to Policies EIA and EIC (LOCAL).	42
C. Consider/Take Possible Action to Approve Combining Health Insurance Premium Benefits with the Annualized Salaries of the Superintendent, The Executive Director	48

for Business and Operations, and the Principals.

D. Consider/Take Possible Action on a Budget Amendment. 49

VII. CLOSED SESSION 51

A. The Board will adjourn to Closed Meeting in accordance with the Texas Open Meetings, Act, Texas Government Code 551.074 to consider the following:  
Personnel: Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, and Dismissal of Employees.

VIII. RETURN TO OPEN SESSION 52

A. No Action Taken

IX. ADJOURN 53

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed session of the Board of Trustees is required, then such closed session as authorized by the Texas Open Meetings, Act, Texas Government Coded Section 551.001 et seq., will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

Texas Government Code Section

- 551.071 Private consultation with the board's attorney
- 551.072 Discussing purchase, exchange, lease, or value of real property.
- 771.073 Discussing negotiated contracts for prospective gifts or donations.
- 551.074 Discuss:
  - (1) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or
  - (2) To hear a complaint or charge against an officer or employee.
- 551.076 Considering the deployment, specific occasions for, or implementation of security personnel or devices.
- 551.082 Considering discipline of a public school child, or complaint or charge against personnel.
- 551.083 Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups.

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

- (a) in the open meeting covered by the Notice upon reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice hereof, as the School Board shall determine pursuant to applicable laws and policies.

Respectfully submitted,

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Dr. Sharon L. Doughty, Superintendent

## **CALL TO ORDER**

### **Non-Action Item**

Board President, Margaret Price, will call the meeting to order.

- Moment of Silence and Pledge of Allegiance

## **PUBLIC COMMENTS**

### **Non-Action Item:**

At regular meetings the Board shall allot up to thirty (30) minutes to hear persons who desire to make comments to the Board. Persons who wish to participate in this portion of the meeting shall complete a public comment card and present it to the Board President prior to the beginning of the meeting.

Public participation is limited to the designated public comment portion of the meeting. At all other times during the Board meetings, the audience shall not enter into discussion or debate on matters being considered by the Board. No presentation shall exceed three (3) minutes. Delegations of more than five persons shall appoint one person to present their view before the Board.

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board may not deliberate, discuss, or make any decision on any subject not on the agenda.

## **BOARD OF TRUSTEES' ACKNOWLEDGEMENTS**

### **Non-Action Item:**

At this time, Board members may make acknowledgements and/or receive Board committee reports.

## **PRESENTATIONS/INFORMATION**

### **Information:**

1. Board of Trustees' Recognition
2. Olsen Elementary School and Brundrett Middle School UIL Academic Competition Results

## **REPORTS**

### **A. Business Reports**

Carol Sue Hipp will present to the Board the following information:

1. December's 2011 Expenditures
2. Tax Collections

Transaction Report  
12/1/11 Through 12/31/11

Date	Num	Description	Memo	Category	Clr	Amount
		BALANCE 11/30/11				3,991.36
12/5/11	388	SHOWBOARD	RIBBONS FOR SCIENCE F...	[325 PRINCIPAL]	R	-34.40
12/5/11	307923	PAT NELSON	PICTURE MONEY	[325 PRINCIPAL]	R	629.15
12/31/11		Interest Earned		[114 INTEREST]	R	0.04
		TOTAL 12/1/11 - 12/31/11				594.79
		BALANCE 12/31/11				4,586.15
TOTAL INFLOWS						629.19
TOTAL OUTFLOWS						-34.40
NET TOTAL						594.79

Transaction Report  
12/1/11 Through 12/31/11

Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 11/30/11						4,932.80
12/5/11	436	WALMART	SUPPLIES FOR CONFERE...	[123 BMS SC]	R	-27.93
12/5/11	437	JEANICE MARTIN	SHIPPING FOR RETURNE...	[134 CHEERLEADERS]	R	-41.80
12/12/11	438	CHEER OUTFITTERS	ADDITIONAL UNIFORM	[134 CHEERLEADERS]		-64.50
12/12/11	439	BUNDY'S	CAKE FOR UIL STUDENTS	[140 BMS FUND]	R	-80.00
12/12/11	440	WAFFLES UNLIMITED	WAFFLE BREAKFAST	[123 BMS SC]		-750.00
12/12/11	441	IGA FAMILY CENTER	SUPPLIES FOR STUDENT...	[123 BMS SC]	R	-28.10
12/12/11	243778	WENDYS	REFUND OF TAX CHARGE...	[123 BMS SC]	R	3.07
12/13/11	243777	EMILY PHILLIPS	PHONE VIOLATIONS	[140 BMS FUND]	R	30.00
12/16/11	442	PAUL BALCOM	STUDENT COUNCIL PARTY	[123 BMS SC]	R	-42.96
12/31/11		Interest Earned		[114 PAYABLE TO GENER...	R	0.04
TOTAL 12/1/11 - 12/31/11						-1,002.18
BALANCE 12/31/11						3,930.62
TOTAL INFLOWS						33.11
TOTAL OUTFLOWS						-1,035.29
NET TOTAL						-1,002.18

Transaction Report  
12/1/11 Through 12/31/11

Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 11/30/11						21,659.69
12/1/11	1467	NATURES VISION	FUND RAISING EXPENSES	[148 PLANETEERS]	R	-515.40
12/1/11	304165	JILL SMITH	PLANETEERS FUNDRAISER	[148 PLANETEERS]	R	859.00
12/5/11	304166	JIM COLE	EXPRESS FUNDRAISER	[136 BAND]	R	289.52
12/7/11	1468	SHERRI BUJAN	MEALS/GIFT FOR DRAWI...	[112 CHEERLEADERS]	R	-33.85
12/7/11	1469	NONA HENDRICKS	LUNCH FOR MARLIN CLA...	[112 CHEERLEADERS]	R	-20.47
12/7/11	1470	MONOGRAMS & MORE	MONOGRAMS ON SHIRTS	[144 KEY CLUB]	R	-705.00
12/8/11	1471	RANDELL S. BUTTLER	AWARD PARTY SUPPLIES	[140 VOC TECH]	R	-55.79
12/13/11	304167	BILL SLINGERLAND	BAKE SALE	[115 FRESHMEN]	R	153.00
12/14/11	1472	EXPRESS INDUSTRIES C...	FUNDRAISER	[136 BAND]	R	-1,979.55
12/14/11	304168	JIM COLE	EXPRESS INTERNET SAL...	[136 BAND]	R	106.00
12/31/11		Interest Earned		[114 INTEREST]	R	0.18
TOTAL 12/1/11 - 12/31/11						-1,902.36
BALANCE 12/31/11						19,757.33
TOTAL INFLOWS						1,407.70
TOTAL OUTFLOWS						-3,310.06
<b>NET TOTAL</b>						<b>-1,902.36</b>

Transaction Report  
12/1/11 Through 12/31/11

Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 11/30/11						104,916.41
12/5/11	905411	STEPHANIE COWEN	CHANGE FROM HOTEL	[144 GIRLS BASKETBALL]	R	44.20
12/5/11	905412	STEPHANIE COWEN	CHANGE FROM MEALS	[144 GIRLS BASKETBALL]	R	80.00
12/7/11	3610	STEPHANIE COWEN	MEALS RIVERA GAME	[144 GIRLS BASKETBALL]		-140.00
12/7/11	3611	KALANI BALCOM	ROOM/BOARD	200:1105 KALANI BALCOM	R	-1,714.37
12/12/11	905413	MARLIN BOOSTERS	DONATION	[137 ATHLETICS]	R	1,500.00
12/13/11	3612	JUGS SPORTS	FIXED SHORT LOSS	[137 ATHLETICS]	R	-1,096.96
12/13/11	3613	JOE KOCUREK	MEALS FOR TOURNMEN...	[142 BASKETBALL]	R	-114.92
12/16/11	3614	JOE KOCUREK	FOOD/HOTEL	[142 BASKETBALL]	R	-750.00
12/16/11	3615	DEL MAR COLLEGE	TUITION 2012 SPRING S...	200:1116 ZORI LATKOVIC		-1,715.00
12/16/11	905414 ...	ROTARY SCHOLARSHIP	ROTARY SCH 1/12	--Split--	R	6,250.00
12/31/11		Interest Earned		[114 PAYABLE TO GENE...	R	0.91
TOTAL 12/1/11 - 12/31/11						2,343.86
BALANCE 12/31/11						107,260.27
TOTAL INFLOWS						7,875.11
TOTAL OUTFLOWS						-5,531.25
NET TOTAL						2,343.86

**PORT ARANSAS ISD**  
Expenditure Summary

**December Expenditures 2011 - 2012**

<b>LOCAL MAINTENANCE</b>		
<b>MAINTENANCE</b>	\$	308,576.74
<b>PAYROLL</b>	\$	323,110.84
<b>TEA Chapter 41</b>	\$	-
<b>CONSTRUCTION</b>	\$	-
<b>RESERVE</b>	\$	-
<b>INTEREST &amp; SINKING-BOND PYTS</b>		
<b>Bond Payments</b>	\$	-
<b>WORKER'S COMP</b>	\$	5,015.94
Total Cash Expenditures for Month		<u><u>\$636,703.52</u></u>
<b>INVESTMENT ACCOUNT</b>		
American Investment Sweep Account		\$0.00
American Investment Fund		\$0.00
		<u><u>\$0.00</u></u>

PORT ARKANSAS I.S.D. STATEMENT OF REVENUES, EXPENDITURES  
EQUITY FOR THE FOUR MONTHS ENDED DECEMBER 2011

	Percent of the Year = 33.33% of 2011-12								
	GENERAL FUND		FOOD SERVICE		SPECIAL REVENUE FUNDS		DEBT SERVICE		
	BUDGET (12 Months) 2011-12	ACTUAL (4 Months) 2011-12	% of 2011-12	BUDGET (4 Months) 2011-12	ACTUAL (4 Months) 2011-12	% of 2011-12	BUDGET (12 Months) 2011-12	ACTUAL (4 Months) 2011-12	% of 2011-12
<b>REVENUES:</b>									
5700 Local, Intermediate & Out-of-State	16,062,222	10,266,360	63.92%	94,000	36,394	38.72%	0	0	0.00%
5800 State Program Revenues	2,216,075	1,671,999	75.45%	1,300		0.00%	882	432	49.00%
5900 Federal Program Revenues	0	0	0	86,436	28,066	32%	390,084	100,820	26%
<b>Revenues</b>	<b>18,278,297</b>	<b>11,938,358</b>	<b>65.31%</b>	<b>181,736</b>	<b>64,460</b>	<b>35.47%</b>	<b>390,966</b>	<b>101,252</b>	<b>25.90%</b>
<b>EXPENDITURES:</b>									
11 Instruction	3,325,741	1,081,825	32.53%			0.00%	351,586	117,556	33.44%
12 Instructional Resources & Media Services	124,218	48,161	38.77%			0.00%	0	0	0.00%
13 Curriculum & Personnel Development	14,120	3,019	21.38%			0.00%	32,380	15,231	47.04%
21 Instructional Development	142,216	48,992	34.45%			0.00%	6,000	770	12.84%
23 School Administration	360,036	122,622	34.06%			0.00%	0	0	0.00%
31 Guidance & Counseling	203,615	59,853	29.40%			0.00%	0	0	0.00%
32 Attendance & Social Work Services	0	0	0.00%			0.00%	0	0	0.00%
33 Health Services	52,355	18,631	35.59%			0.00%	0	0	0.00%
34 Pupil Transportation - Regular	75,938	21,006	27.66%			0.00%	0	0	0.00%
35 Food Service	100	72	72.00%	243,936	85,579	35.08%	0	0	0.00%
36 Co-Curricular Activities	300,253	87,704	29.21%			0.00%	0	0	0.00%
41 General Administration	484,571	239,505	49.43%			0.00%	0	0	0.00%
51 Plant Maintenance & Operations	924,640	403,186	43.60%			0.00%	0	0	0.00%
52 Security	0	0	0.00%			0.00%	0	0	0.00%
53 Computer Processing	53,038	36,284	68.41%			0.00%	0	0	0.00%
61 Community Service	5,572	1,986	35.64%			0.00%	1,000	198	19.80%
71 Debt Service	21,500	0	0.00%			0.00%			0.00%
81 Facilities Acquisition & Construction	226,598	8,266	3.65%			0.00%	0	0	0.00%
92 Chapter 41 Payments	11,566,184	0	0.00%			0.00%	0	0	0.00%
93 Shared Service Arrangement (Electricity)	350,000	123,975	35.42%			0.00%	0	0	0.00%
95 JJAEP	2,000	0	0.00%			0.00%	0	0	0.00%
99 Tax Appraisal District	260,000	0	0.00%			0.00%	0	0	0.00%
<b>6XXX Total Expenditures</b>	<b>18,492,695</b>	<b>2,305,085</b>	<b>12.46%</b>	<b>243,936</b>	<b>85,579</b>	<b>35.08%</b>	<b>390,966</b>	<b>133,755</b>	<b>34.21%</b>
Other Resources and Uses									
7990 Other Resources			0.00%	62,200	0	0.00%	0	0	0.00%
Use of Construction Fund Balance	226,598								
Use of Fund Balance for	50,000								
Other Uses	(62,200)		0.00%	0		0.00%	0	0	0.00%
<b>Total Other Resources and (Uses)</b>	<b>214,398</b>	<b>0</b>	<b>0.00%</b>	<b>62,200</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
1200 Excess (Deficiency) of Revenues & Other Resources over Expenditures and Other Uses	<b>0</b>	<b>9,633,274</b>	<b>52.85%</b>	<b>0</b>	<b>(21,119)</b>	<b>0.39%</b>	<b>0</b>	<b>(32,503)</b>	<b>-8.31%</b>
<b>Notes:</b>									
1. Payment of Full year of expense in month of September & October (Windstorm Insurance, ESC2 Fees, Halo Flight Insurance)									
2. December charges were \$25,300 which is total reflects an average monthly charge of \$30,993.72. This expense will have to be maintained at \$24,750 per month to meet budget for 2011-12									

Board Report  
 Recap Comparison of Revenue to Budget  
 Port Aransas I.S.D.  
 As of December

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
199 / 2 GENERAL FUND	18,278,297.00	-1,459,819.08	-11,938,358.12	6,339,938.88	65.31%
211 / 2 ESEA CHAPTER I REGULAR	85,846.00	-18,533.28	-18,533.28	67,312.72	21.59%
224 / 2 IDEA PART B FORMULA	127,975.00	-38,373.53	-38,373.53	89,601.47	29.99%
225 / 2 IDEA PART B PRESCHOOL	4,000.00	-295.30	-295.30	3,704.70	7.38%
240 / 2 FOOD SERVICE	240,436.00	-13,779.21	-64,460.01	175,975.99	26.81%
255 / 2 TITLE II A, INST TRAINING	27,044.00	-12,533.95	-12,533.95	14,510.05	46.35%
266 / 2 SFSF FUNDS	2,636.10	.00	-2,636.10	.00	100.00%
287 / 2 EDU JOBS	104,880.00	-25,093.21	-25,093.21	79,786.79	23.93%
289 / 2 RURAL SCHOOLS	30,000.00	.00	.00	30,000.00	.00%
331 / 2 CARL PERKINS SSA/CTE	5,103.00	.00	.00	5,103.00	.00%
410 / 2 KINDERGARTEN TEXT MATERIAL	2,600.00	-754.64	-3,354.64	-754.64	129.02%
429 / 2 AP/IB CAMPUS AWARDS	881.55	.00	-431.55	450.00	48.95%
598 / 2 DEBT SERVICE	792,307.00	-70,043.68	-508,606.07	283,700.93	64.19%
818 / 1 PUBLIC ED FND GRANTS	88,361.70	.00	-88,361.70	.00	100.00%
<b>Grand Total Revenues</b>	<b>19,731,667.35</b>	<b>-1,639,225.88</b>	<b>-12,701,037.46</b>	<b>7,030,629.89</b>	<b>64.37%</b>
<b>7000</b>	<b>58,700.00</b>	<b>.00</b>	<b>.00</b>	<b>58,700.00</b>	<b>.00%</b>

**Board Report**  
**Recap Comparison of Expenditures and Encumbrances to Budget**  
**Port Aransas I.S.D.**  
**As of December**

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
199 / 2 GENERAL FUND	-18,551,395.00	225,617.07	2,279,788.01	599,489.52	-16,045,989.92	12.29%
211 / 2 ESEA CHAPTER I REGULAR	-85,846.00	.00	24,295.27	5,761.99	-61,550.73	28.30%
224 / 2 IDEA PART B FORMULA	-127,975.00	175.00	50,738.05	12,494.52	-77,061.95	39.65%
225 / 2 IDEA PART B PRESCHOOL	-4,000.00	.00	586.50	122.50	-3,413.50	14.66%
240 / 2 FOOD SERVICE	-243,936.00	10,100.00	85,578.69	21,385.01	-148,257.31	35.08%
255 / 2 TITLE II A, INST TRAINING	-27,044.00	1,981.81	13,583.14	736.80	-11,479.05	50.23%
266 / 2 SFSF FUNDS	-2,636.10	.00	2,629.35	.00	-6.75	99.74%
287 / 2 EDU JOBS	-104,880.00	.00	33,412.30	8,319.09	-71,467.70	31.86%
289 / 2 RURAL SCHOOLS	-30,000.00	.00	5,146.83	2,903.38	-24,853.17	17.16%
331 / 2 CARL PERKINS SSA/CTE	-5,103.00	3,227.78	.00	.00	-1,875.22	-.00%
410 / 2 KINDERGARTEN TEXT MATERIAL	-2,600.00	.00	2,599.00	.00	-1.00	99.96%
429 / 2 AP/IB CAMPUS AWARDS	-881.55	116.24	765.00	315.00	-.31	86.78%
598 / 2 DEBT SERVICE	-792,307.00	.00	1,800.00	1,800.00	-790,507.00	.23%
818 / 1 PUBLIC ED FND GRANTS	-95,347.21	1,487.80	59,790.53	676.55	-34,068.88	62.71%
<b>Grand Total Expenditures</b>	<b>-20,015,250.86</b>	<b>242,705.70</b>	<b>2,560,712.67</b>	<b>654,004.36</b>	<b>-17,211,832.49</b>	<b>12.79%</b>
<b>8000</b>	<b>-58,700.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-58,700.00</b>	<b>-.00%</b>

End of Report

**PORT ARANSAS I.S.D.**  
**SCHEDULE OF YEAR-TO DATE TAX COLLECTIONS**

	<u>BUDGET</u> 2011/12	<u>YEAR-TO-DATE</u> 12/31/2011	<u>% OF</u> <u>BUDGET</u>
<b>LOCAL TAXES-GENERAL FUND</b>			
TAXES-CURRENT YEAR	\$15,260,133.00	10,114,888.13	
TAXES-PRIOR YEARS	460,000.00	109,178.22	
PENALTY AND INTEREST	<u>250,000.00</u>	<u>27,703.30</u>	
	<u>15,970,133.00</u>	<u>10,251,769.65</u>	64.19%
<b>LOCAL TAXES-DEBT SERVICE FUND</b>			
TAXES-CURRENT YEAR	750,948.00	499,106.79	
TAXES-PRIOR YEARS	27,000.00	5,247.82	
PENALTY AND INTEREST	<u>10,000.00</u>	<u>1,352.05</u>	
	<u>787,948.00</u>	<u>505,706.66</u>	64.18%
<b>TOTAL COLLECTED</b>	<u>16,758,081.00</u>	<u>10,757,476.31</u>	64.19%

TAX COLLECTION COMPARISONS as of Month Ended 12/31/2011			
	<u>TOTAL</u> <u>BUDGETED</u>	<u>COLLECTED</u>	<u>% OF</u> <u>BUDGET</u>
2010/11 SCHOOL YEAR (at 12/31)	17,531,960.00	10,749,460.27	61.31%
2011/12 SCHOOL YEAR	16,758,081.00	10,757,476.31	64.19%

## **REPORTS**

### **B. Superintendent's Report**

The Superintendent will present to the Board the following information:

1. Enrollment/Attendance
2. Facilities Update
3. Superintendent's Evaluation-Set Date(s) & Time(s)

Enrollment Report  
To  
Port Aransas ISD Board of Trustees

**District Update: January 4, 2012**

PAISD Enrollment = 562

District ADA as of: 1/04/2012 - 96.88%

	Olsen Elementary	Brundrett Middle School	Port Aransas High School	District Total
<b>Total Enrollment</b>				
% by grade level	PK 22/95.66	6 44/97.34	9 48/95.91	
	K 35/96.17	7 45/97.05	10 48/97.19	
	1 24/97.22	8 50/96.24	11 45/96.60	
	2 36/97.28		12 44/96.30	
	3 39/97.57			
	4 34/97.90			
	5 48/97.35			
<b>Total Campus % Attendance</b>	<b>97.19%</b>	<b>96.84%</b>	<b>96.51%</b>	<b>96.88%</b> <b>(2011 = 96.21%)</b>
Attendance percentage data 08/22/2011 - 1/4/2012 = 80 days in membership				

*Comparison 2009-2010 ~ 2010-2011 ~ 2011-2012 (end of month enrollments)*

2009 - 2010		2010 - 2011		2011 2012	
September	546	September	577 (9-2-10)	September	556 (9-9-2011)
October	545	October	575 (10-7-10)	October	565 (10-5-2011)
November	551 (11-10-09)	November	566 (11-3-10)	November	560 (11-2-2011)
December	552 (12-02-09)	December	561 (12-3-10)	December	566 (12-1-2011)
January	547 (01-08-10)	January	560 (01-6-11)	January	562 (1-4-2012)
February	548 (02-04-10)	February	564 (02-3-11)		
March	548 (03-01-10)	March	564 (3-4-11)		
March	550 (03-30-10)	April	565 (4-6-11)		
April	550 (04-26-10)	May	566 (5-11-11)		
May	550 (05-06-10)	June	561 (6-02-2011)		
June	542 (06-03-10)				

PORT ARANSAS I.S.D.

Capital Project Update – January 5, 2011

1. HVAC Control System – (Contract Cost = \$285,000) Contract has been completed, final commissioning report and final billing received. Currently requesting principal and maintenance director building acceptance; will process final payment when acceptance received from campuses. Anticipate final payment on 1-12-2012. Awaiting electric billing for December and future months to establish maintained utility savings.
2. Replace 20 H.S. Interior Doors (2 of 3 stages) – (Contract Cost=\$15,640; Change order for installation of panic device and door size change will be billed for additional \$2,500.) Doors were installed during holiday break. Waiting on delivery of glass inserts and replacement hardware for band hall. Received and paid 75% progress billing. After touring High School, reviewed remaining door count needed for replacement. When initial 3 year replacement activity began, only requesting replacement of classroom doors. After completion of stage 2, it has become apparent that the storage rooms and office doors should also be replaced to continue the update of the facility (i.e. after replacing 60% of classroom doors – the remaining gray/brown metal doors really look bad.) Remaining door count needing replacement = 53 doors (37 inside classroom/office doors + 16 hallway/storage/locker room doors). Approximate cost of \$42,000.
3. Fencing Repair at Tennis Courts – (Contract Cost=\$48,283) Removed half of fencing during holiday break (only replace ½ at a time so remaining courts are usable). Examined repair work performed to 2 poles during summer. Noted that method of repair (use of braces) was not holding up to the weather elements. Reassessed work to be performed and determined that it will be necessary to core drill and set the new poles in concrete edge of courts. This is the original construction method used that has serviced the district for over 15 years. There is to be no change in cost to district, but structure should provide a 15 year fix (which is long term for Port Aransas fences).
4. HVAC Repairs found during Commissioning
  - a. Reconnect Duct work at HS – (Contract Cost=\$5,685) Work completed; awaiting billing
  - b. Diagnostic of Electric Heater safeties—(Contract Cost=\$5,000) Work completed; awaiting billing and proposal for total repair electric heater safeties
5. Upgrade Server Closet
  - a. Server Closet Racks/Wiring (Contract Cost=\$14,360) Work performed during holiday break. Began work on December 16<sup>th</sup> and completed on December 20<sup>th</sup>. The District web site up by December 21<sup>st</sup>. Final billing received and paid.
  - b. Installation of AC in Server Closet -- (Contract Cost =\$13,243) Unit installed during holiday break. AC went through final testing on 1-4-2012 by vendor; awaiting billing.

6. Expansion Joint Repair – All Campuses—(Contract Cost \$16,300) Job not started. Vendor anticipates beginning the job in March after cold fronts stop; major temperature changes could jeopardize bonding of the caulking.
7. School Furniture- (Estimated Cost \$20,000) Middle school student desks purchased. Principal requests have been received related to teacher desks. PO should be processed in January.
8. Retro-Fit Cafeteria Freezer to Air Cool – (Contract Cost=\$19,160) Installation of all duck work completed during holiday break.

Other Info—

Tennis Net Posts – Vendor anticipates performing services before the end of January to replace all net posts and nets – should take 3 days to complete this project

Emergency Lighting Repair – Ballasts have been ordered.

Track Fencing – Fence posts broke on the north side of the track. Currently the fencing is being held up with rebar to support other fence posts.

**CONSENT AGENDA**  
**Minutes of Previous Meetings**

**Action Item:**

The Board will consider approval of the Minutes of the Regular Meeting held on December 8, 2011. The minutes of the board meetings listed are enclosed. If you believe there are errors, please notify Mrs. Slingerland before the meeting so that the necessary corrections can be made.

**RATIONALE:** According to BE (Local), minutes must be approved by the Board and entered as the legal record of Board action.

**BUDGET:** No Financial Impact

**RECOMMENDATION:** It is the recommendation of the Superintendent that the minutes of the Board Meetings be approved as presented.

# **The Board of Trustees Minutes**

Port Aransas Independent School District  
Port Aransas, Texas

## **Regular Meeting**

Meeting date, time and place: Thursday, December 8, 2011 at 6:00 P.M. in the Board Room at the Administration Building.

Members Present: Margaret Price, Michele Lorette, Rick Adams, Janice Roberts,  
Jay Jones, Ann Appling

Members Absent: Kelly Owens

Administration: Dr. Doughty, Carol Sue Hipp, Gina McKeever, Pat Nelson, Sharon McKinney,  
Pete Cowen, Steve Reaves

---

I. The meeting was called to Order by President Margaret Price at 6:00 p.m.

A. Moment of Silence and Pledge of Allegiance.

II. A. Public Comments – None

B. Board of Trustees' Acknowledgements – Evaluation of the Superintendent is to be returned to Margaret Price before the next meeting. Melanie Mayer was recognized for the two awards she has received: 2011 Outstanding Teaching of the Humanities Award by Humanities Texas and the 2011 Texas Exes Award for Outstanding Teachers.

III. PRESENTATION INFORMATION

A. 2011-2012 Boy's Marlins Cross Country Team

B. Public Hearing Regarding Possible Taxation of Goods-In-Transit Pursuant to Texas Tax Code & 11.253.

IV. Reports

A. Business Reports

1. November's Expenditures

2. Tax Collections

B. Superintendent's Report

1. Enrollment/Attendance

2. 2011-2012 AEIS Presentation (Includes 2011 Report of Violent & Criminal Incidents and the Texas Higher Education Coordination Board (THECB) Report for Port Aransas High School.

V. Rick Adams made a motion, seconded by Michele Lorette to approve the consent agenda as read. The motion carried unanimously.

A. The Board approved the minutes Regular Meeting on November 10, 2011.

B. The Board approved the Investment Report.

C. The Board approved the NCAD minutes.

VI. Discussion and/or Action Items.

- A. Ann Appling made a motion, seconded by Rick Adams to approve Local Policy Update 92 on the first reading. The motion carried unanimously.
- B. Rick Adams made a motion, seconded by Ann Appling to Approve the Resolution for joining Texas School Coalition Litigation for school funding. The motion carried unanimously.
- C. Ann Appling made a motion, seconded by Janice Roberts to approve the Resolution Authorizing Superintendent to Notify Comptroller of District's Authority to exercise Power of Eminent Domain, as Required by Government Code Section 2206.101(b). The motion carried unanimously.
- D. Rick Adams made a motion, seconded by Michele Lorette to Approve Resolution to Tax Goods-In-Transit. The motion carried unanimously.
- E. Report of Board Members' Continuing Education Hours for 2010-2011.

	TIER 1	TIER 2	TIER 3	TOTAL HOURS
RICK ADAMS	1.25	4	10.75	<u>16</u>
ANN APPLING		4	0	<u>4</u>
JAY JONES	3	4	12	<u>19</u>
MICHELE LORETTE	3	4	15.5	<u>22.5</u>
KELLY OWENS	3	4	13.25	<u>20.25</u>
MARGARET PRICE	4		7	<u>11</u>
JANICE ROBERTS	6	4	14.25	<u>24.25</u>

- F. Michele Lorette made a motion, seconded by Ann Appling to approve a One-Time \$500 Retention Stipend for Regular/Permanent employees. The motion carried unanimously.
- G. Ann Appling made a motion, seconded by Michele Lorette to approve the budget amendment. The motion carried unanimously.

VII. CLOSED MEETING

The Board adjourned at 7:42 P.M. into Closed Session in accordance with the Texas Open Meetings Act, Texas Government Code 551.071 thru 551.083 to consider the following:

- A. Consider/Take Possible Action on Employment of a Teacher.

VIII. RETURN TO OPEN MEETING – The Board returned to Regular Session at 8:10 P.M.

- A. Janice Roberts made a motion, seconded by Rick Adams to hire Mike Hannum. The motion carried unanimously.

IX. There being no further business the meet adjourned at 8:15 p.m.

\_\_\_\_\_  
Margaret Price, President

\_\_\_\_\_  
Michele Lorette, Secretary

January 12, 2012  
Date Approved

**CONSENT AGENDA**  
**Monthly Investment Report**

**Action Item:**

The Board will consider approval of the Monthly Investment Report.

RATIONALE: CDA (Local)

BUDGET: No Financial Impact

RECOMMENDATION: It is the recommendation of the Superintendent that the Board approve the monthly investment report as presented.



# Proposed Portfolio Allocation

American  
Investment Services  
A Division of  
Herndon Plant Oakley Ltd.  
Member NASD/SIPC

Client Name: Port Aransas ISD  
Date: 31-Dec-11  
Prepared By: Carol Sue Hipp

Base Assets - 10/01/2010 \$26,089,813.97  
Withdrawals \$24,809,257.17  
Base Assets - withdrawals: \$1,280,556.80  
Value - 12/31/2011 **\$1,533,459.62**  
Income Earned \$310,431.01

Asset Classification	Security	Maturity	Quantity	Price	YTM	Current Amount	% of Assets	Remaining Interest
Money Market Fund	Federated Prime Value	None	554.15	\$ 1.00	0.07%	1,639.65	0.11%	\$ 0.01
GS Short Duration Govt	GSSDX	None	149,154.817	\$ 10.27	0.500%	1,531,819.97	99.89%	\$ 7,606.89
			<b>149,708.97</b>			<b>\$ 1,533,459.62</b>	<b>100.00%</b>	<b>\$ 7,606.90</b>

YTD Return

n/a

(Income + Capital Gains)/(Beginning balance + deposits - withdrawals)

*The yields shown herein were obtained for a specific date from sources believed to be reliable, they are not guaranteed as to accuracy and are subject to change*

*AIS, as a division of Herndon Plant Oakley Ltd., is not affiliated with American Bank, N.A. AIS, a division of Herndon Plant Oakley Ltd., is NOT a depository financial institution, such as a bank or savings association.*

*The prices and yields shown above can change and are representative of the date shown above only.*

*\*The prices and yields shown herein were obtained for 12/31/2011 from sources believed to be reliable, but they are not guaranteed as to accuracy.*

*\*Income may be subject to state and local taxes and (if applicable) the Alternative Minimum Tax.*

*\*Insurance relates only to the prompt payment of principal and interest of the securities in the portfolio and does not remove market risk.*

*The terms of the insurance are more fully described in the prospectus and no representation is made to any insurer's ability to meet its commitments.*

*\*AIS, as a division of Herndon Plant Oakley Ltd., is not affiliated with American Bank, N.A. AIS, a division of Herndon Plant Oakley Ltd., is NOT a depository financial institution, such as a bank or savings association.*

- Not FDIC Insured
- No Bank Guarantee
- May Lose Value



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Participant #: 178908

**Lone Star**  
Investment Pool  
**December 2011**  
**Monthly Statement**

Statement Period: 12/01/2011 to 12/31/2011

Carol Sue Hipp  
Port Aransas ISD  
100 Station Street  
Port Aransas, Texas 78373



**Summary of Portfolio Holdings**

Account	Fund	Number of Shares	Price Per Share	Account Balance	% Port.
General Fund	Corporate Overnight Plus Fund	25,008,801.34	0.50	12,504,400.67	100.00%
<b>Totals:</b>				<b>12,504,400.67</b>	

**Totals**

Fund	Yield	Share Quantity	Price Per Share	Fund Balance (USD)	% Port.
Corporate Overnight Fund	0.00 %	0.00	1.00	0.00	0.00 %
Government Overnight Fund	0.00 %	0.00	1.00	0.00	0.00 %
Corporate Overnight Plus Fund	0.28 %	25,008,801.34	.50	12,504,400.67	100.00 %
<b>Total Value:</b>				<b>12,504,400.67</b>	<b>100.00 %</b>

**Portfolio Transactions**

**General Fund - Corporate Overnight Plus Fund**

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
12/01/2011	Starting Balance	22,003,379.54			11,001,689.77
12/22/2011	Deposit	24,003,379.54	2,000,000.00	0.50	1,000,000.00
12/28/2011	Deposit	25,003,379.54	1,000,000.00	0.50	500,000.00
12/30/2011	Interest	25,008,801.34	5,421.80	0.50	2,710.90
12/31/2011	Ending Balance	25,008,801.34			12,504,400.67

**Important Information about this statement**

Please review this statement carefully, it is the official record of your account with Lone Star Investment Pool and First Public, L.L.C. If you disagree with any transaction, or if there are any errors or omissions in this statement please notify us promptly in writing, but no later than 10 business days after receipt of this statement. Trades pending settlement will not appear on this statement. All such trades will appear in the next monthly statement. The yield for the period is an annualized rate that reflects the relationship between the average amount of income earned and the average daily balance for the account. Please notify First Public promptly and in writing of any changes of address or phone number. Times of transactions will be furnished upon written request. The Lone Star Investment Pool Information Statement should be read carefully before investing. Investors should consider the investment objectives, risks, charges and expenses associated with municipal fund securities before investing. All transactions are no load. No remuneration has, or will be, paid to any entity in connection with this transaction. An investor may obtain an Information Statement by contacting First Public at the address and phone number identified above. An investment in Lone Star investment Pool is not insured or guaranteed by the Federal Deposit Insurance Corporation ("FDIC") or any other government agency and although Lone Star Investment Pool seeks to preserve the value of the investment at a fixed share price, it is possible to lose money by investing in municipal fund securities.

# Fund Performance Update

## December 31, 2011

### Comments by Bank of New York Mellon Cash Investment Strategies, Investment Manager

The Treasury bond market traded higher during the month of December as yields fell one to 19 basis points across the curve. The yield curve became slightly flatter as the spread between the two-year note and 30-year bond declined by 14 basis points to 2.66%. The equity markets were little changed during the month as the Dow, NASDAQ and S&P 500 indexes returned +1.4%, -0.58% and +0.85%, respectively.

The labor market showed signs of improvement in the second half of 2011 as payrolls added an average of 132,000 jobs per month from July through November. The unemployment rate fell slightly to 8.6% in November. The markets continue to focus on the credit crisis in Europe and the effect it will have on the global economy.

There was no change in monetary policy at the December FOMC meeting. In the minutes for the meeting, the Fed said that it will begin to publish its own interest rate forecasts. The target Fed Funds rate has been unchanged since December of 2008. The next FOMC meeting is scheduled for January 25, 2012.

#### Total Participants

Schools and Colleges	735
Other Governmental	164
<i>Total</i>	<i>899</i>

Lone Star Investment Pool is distributed by First Public.

The Lone Star Investment Pool Information Statement should be read carefully before investing. Investor should consider the investment objectives, risks, changes, and expenses associated with this or any security prior to investing. Investment in Lone Star Investment Pool is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any other government agency, and although Lone Star seeks to preserve the value of the investment at a fixed share price, it is possible to lose money by investing in Lone Star. For further information or for an Information Statement contact First Public at 800.558.8875. The return information is net of all current operating expenses. The return represents past performance and is no indication of future results.

*Custodian Bank: Bank of New York Mellon*

*Investment Managers: American Beacon Advisors and Bank of New York Mellon Cash Investment Strategies*

*Endorsed by: Texas Association of School Administrators and Texas Association of School Boards*

First Public  
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## Government Overnight Fund

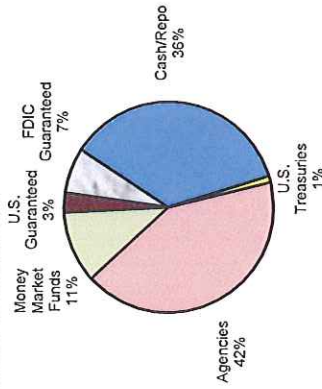
**Return Information**  
December 31, 2011

Average Monthly Return (a)	0.09%
SEC 7-Day Fund Yield (b)	0.07%
Weighted Average Maturity One (c)	32 Days
Weighted Average Maturity Two (c)	87 Days
Portfolio Maturing beyond One Year	7%
Net Asset Value	\$1.00
Annualized Expense Ratio	0.06%
Standard & Poor's Rating	AAA

### Inventory Position

	Book Value	Market Value
Cash/Repo	1,177,266,369	1,177,266,369
US Treasuries	39,999,400	39,999,760
Agencies	1,394,112,418	1,394,383,541
FDIC Guaranteed	236,299,166	236,590,755
US Dept of Ed Guaranteed	110,171,234	110,186,784
Money Market Funds	360,500,000	360,500,000
<b>Total Assets</b>	<b>3,318,348,387</b>	<b>3,318,927,210</b>

### Investment Distribution



(a) The return information represents the average annualized rate of return on investments for the time period referenced. Return rates reflect a partial waiver of the Lone Star Investment Pool operating expense. Past performance is no guarantee of future results.

## Corporate Overnight Fund

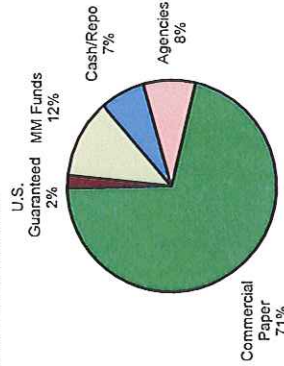
**Return Information**  
December 31, 2011

Average Monthly Return (a)	0.26%
SEC 7-Day Fund Yield (b)	0.28%
Weighted Average Maturity One (c)	35 Days
Weighted Average Maturity Two (c)	41 Days
Portfolio Maturing beyond One Year	0%
Net Asset Value	\$1.00
Annualized Expense Ratio	0.06%
Standard & Poor's Rating	AAA

### Inventory Position

	Book Value	Market Value
Cash/Repo	48,556,652	48,556,652
US Treasuries	-	-
Agencies	57,993,433	58,011,942
Commercial Paper	508,332,681	508,384,107
US Dept of Ed Guarantee	14,996,992	14,999,250
Money Market Funds	86,537,968	86,537,968
<b>Total Assets</b>	<b>716,417,725</b>	<b>716,489,919</b>

### Investment Distribution



(b)

$$\text{Yield} = 2 \left[ \frac{a-b}{cd} + 1 \right]^{\frac{360}{t}} - 1$$

- a - Dividend and interest income.
- b - Expenses accrued for the period.
- c - Average daily number of shares outstanding during the period that was entitled to dividends.
- d - Maximum offering price per share on the last day of the period.

## Corporate Overnight Plus Fund

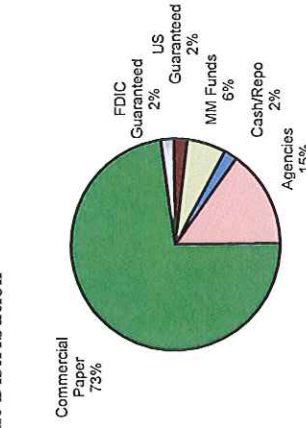
**Return Information**  
December 31, 2011

Average Monthly Return (a)	0.28%
SEC 7-Day Fund Yield (b)	0.30%
Weighted Average Maturity One (c)	45 Days
Weighted Average Maturity Two (c)	69 Days
Portfolio Maturing beyond One Year	4%
Net Asset Value	\$0.50
Annualized Expense Ratio	0.06%
Standard & Poor's Rating	AAA/ST+

### Inventory Position

	Book Value	Market Value
Cash/Repo	66,575,916	66,575,916
US Treasuries	-	-
Agencies	449,374,911	449,601,029
Commercial Paper	2,216,867,851	2,217,092,132
FDIC Guaranteed	58,158,602	58,288,367
US Dept of Ed Guarantee	49,989,972	49,997,500
Money Market Funds	199,475,739	199,479,935
<b>Total Assets</b>	<b>3,040,442,991</b>	<b>3,041,034,879</b>

### Investment Distribution



(c) The Weighted Average Maturity One calculation uses the industry standard definition of state maturity for floating rate instruments, the number of days until the next reset date. The Weighted Average Maturity Two calculation uses the final maturity of any floating rate instruments, as opined in Texas Attorney General Opinion No. JC0359.

**0001 - GENERAL OPERATING FUND**

Cash Ending Balance:	834,424.51
Add Investment:	.00
<b>Total:</b>	<b>834,424.51</b>

**0002 - WORKER'S COMPENSATION FUND**

Cash Ending Balance:	20,544.31
Add Investment:	.00
<b>Total:</b>	<b>20,544.31</b>

**0003 - INTEREST & SINKING FUND**

Cash Ending Balance:	651,553.63
Add Investment:	.00
<b>Total:</b>	<b>651,553.63</b>

**0004 - CONSTRUCTION**

Cash Ending Balance:	.00
Add Investment:	.00
<b>Total:</b>	<b>.00</b>

**0005 - RESERVE**

Cash Ending Balance:	37,757.67
Add Investment:	.00
<b>Total:</b>	<b>37,757.67</b>

**0006 - AMERICAN INVESTMENT FUND**

Cash Ending Balance:	1,893.16
Add Investment:	.00
<b>Total:</b>	<b>1,893.16</b>

**0007 - AMERICAN INVESTMENT SERVICES**

Cash Ending Balance:	1,531,566.45
Add Investment:	.00
<b>Total:</b>	<b>1,531,566.45</b>

**0008 - AMER INV/SHORT DURATION GOVT**

Cash Ending Balance:	.00
Add Investment:	.00
<b>Total:</b>	<b>.00</b>

**0009 - FIRST PUBLIC/LONE STAR IN POOL**

Cash Ending Balance:	12,504,400.67
Add Investment:	.00
<b>Total:</b>	<b>12,504,400.67</b>

**TOTALS**

Cash Ending Balance	15,582,140.40
Add Investment Balance	.00
<b>Totals</b>	<b>15,582,140.40</b>

End of Report

## **CONSENT AGENDA**

### **NCAD Minutes**

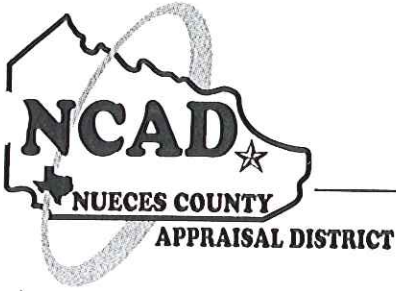
#### **Action Item:**

The Board has requested that each regular meeting agenda have an item containing current Nueces County Appraisal District meeting minutes which the board members can review and take possible action on as necessary.

RATIONALE: PAISD is a taxing entity in Nueces County.

BUDGET: N/A

RECOMMENDATION:



*Carl Sue -  
FYI  
SD*

201 N. Chaparral, Suite 206  
Corpus Christi, Texas 78401  
Telephone No. (361) 881-9978  
Fax No. (361) 887-6138

The Nueces County Appraisal District Board of Directors held its regular monthly meeting on Thursday, November 10, 2011 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

**REGULAR MEETING**  
**November 10, 2011**

**I. Invocation.**

The invocation was lead by Jerry Garcia

**II. Pledge of Allegiance.**

The Pledge of Allegiance was lead by Board of Directors

**III. Roll Call of the Board of Directors**

DIRECTORS:

Richard Pittman, Chairman	Present	Ollie Grant, Chief Appraiser	Present
David Berlanga, Vice-Chairman	Absent	Tom Wheat, Legal Counsel	Present
Ed Lopez, Secretary	Present	Victor Salas, Director of	Present
John Sendejar	Present(arrived at 9:07am)	Financial Services	
Robert Adler	Present		
Jerry Garcia	Present		
Paul Altheide	Present		
Ronnie Canales	Present		

- 1. Call to Order and Determination of a Quorum.** Mr. Richard Pittman, Chairman called the meeting of the Nueces County Appraisal District Board of Directors to order and requested that the record show that a quorum of the Board Members was present; that this meeting has been duly called; and that notice of this meeting had been posted in accordance with the Texas Open Meetings Act, TEX. GOV'T CODE § 551, (Vernon Supp. 2009) and that any conflict of interest affidavits had been received and placed on file as required by law.

2. VISITORS'/AUDIENCE COMMENTS AND QUESTIONS.

Mr. Bruce Collins, Attorney for Mr. Jay Reynolds, addressed the Board of Directors and requested time to discuss Mr. Reynolds' issue. Per advice from the District's general counsel, the Board of Directors, decided to schedule a later time to discuss Mr. Reynolds issue with Mr. Collins.

3. DISCUSSION AND/OR ACTION:

- a. Approval of the minutes of the October 12, 2011 Regular Meeting:

Motion was made by Mr. Altheide to approve the minutes of the October 12, 2011 Regular Meeting. Mr. Garcia seconded the motion. Motion passed unanimously.

- b. Approval of the October 2011 Litigation Report:

Mr. Tom Wheat, General Counsel, summarized the October 2011 litigation report to the Board of Directors. Motion was made by Mr. Garcia to approve the October 2011 litigation report. Mr. Lopez seconded the motion. The motion passed unanimously,

- c. Approval of the October 2011 Disbursements:

Motion was made by Mr. Canales to approve the October 2011 disbursements. Mr. Altheide seconded the motion. Motion passed unanimously.

- d. The Personnel Update

Mrs. Villasanz, Executive Assistant, reported that there was 1 vacancy for Assistant Chief Appraiser. Mr. Canales asked if IT Manager position had been filled. Mr. Canales wanted to know what the starting salary was. Mr. Grant reported that the starting salary was \$50,000 annually. Mr. Grant provided a brief biography on Mr. Deis, the new IT Manager.

4. UPDATE BY JAVIER HUERTA, CLK ARCHITECT, ON THE PROGRESS OF THE SAFETY AND LIFE MAINTENANCE AND REPAIRS

Mr. Huerta reported the progress on the project and noted the foundation should be completed by next week and that the steel has been ordered and was in the process of being fabricated. We are waiting on the fire marshal to approve the fire alarm drawings. Once these drawing are approved work will begin on the installation of the fire alarm system. This will also probably begin next week. Mr. Huerta continued by informing the Board that demolition of the "islands" in the back parking lots will begin toward the end of the month. This action was being taken to recover some of the parking spaces lost as a result of the new elevator construction. We lost five parking spaces on the side parking lot but will recover four in the back parking lot. Mr. Huerta reported that the project

was on schedule (as per the revised schedule) and that the anticipated completion date was March 22, 2012.

5. **DISCUSSION AND/OR ACTION RELATED TO THE LISTING OF ALL APPRAISAL DISTRICT EMPLOYEE POLICIES**

As requested by the Board Chairman during the October monthly meeting, staff submitted a listing of all employee policies with the associated date that each was last revised. Staff reported that they had been working with a local employment attorney on developing an updated employee policy handbook that will be brought to the Board for consideration in December. No action was taken on this item.

6. **DISCUSSION AND/OR ACTION RELATED TO THE 2011 APPRAISAL REVIEW BOARD ORGANIZATIONAL & ADMINISTRATIVE GUIDE**

As requested by the Board Chairman during the October monthly meeting, the Appraisal Review Board's Organizational & Administrative Guide booklet was submitted for the Board's review. After a discussion among several of the Board members, it was a consensus of the Board that this was an ARB document and that the Board should not get involved in ARB administrative matters. No action was taken on this item.

7. **DISCUSSION AND/OR ACTION RELATED TO THE FOLLOWING APPRAISAL REVIEW BOARD ITEMS:**

As requested by the Board Chairman during the October monthly meeting, the ARB pay and the number of ARB members was placed on this month's agenda. After discussion among several Board members, it was a consensus of the Board that a workshop should be scheduled to discuss District's policies and that these two items could be placed for discussion at that time. Mr. Lopez made a motion to schedule a workshop within 90 days to discuss District policies and procedures and that the above noted items be included for consideration at that workshop. Mr. Garcia seconded the motion. The motion passed unanimously.

8. **DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE APPRAISAL DISTRICT'S 2011 3<sup>RD</sup> QUARTER INVESTMENT REPORT:**

Motion was made by Mr. Lopez to table this item until the Board's December monthly meeting. Mr. Sendejar seconded the motion. Motion passed unanimously.

9. **DISCUSSION AND/OR ACTION RELATED TO THE ADOPTION OF THE APPRAISAL DISTRICT'S GENERAL COUNSEL POLICY**

Mr. Wheat reported to the Board of Directors that the General Counsel Policy submitted was merely putting into writing the procedures currently in place. This action was also being taken to comply with the requirements of the State Comptroller's Office MAPS review. Motion was made by Mr.

Garcia to approve the General Counsel Policy as submitted. The motion was seconded by Mr. Lopez. The motion was unanimously.

10. DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE APPRAISAL DISTRICT'S CURRENT INVESTMENT POLICY

Motion was made by Mr. Lopez to table this item until the Board's December monthly meeting. Mr. Altheide seconded the motion. Motion passed unanimously.

11. MOVE INTO EXECUTIVE SESSION PURSUANT TO THE TEXAS OPEN MEETINGS ACT, TEXAS GOVERNMENT CODE 551.071 AND 551.074.

Motion was made by Mr. Canales to go into executive session. Motion was seconded by Mr. Garcia. Motion passed unanimously. The Board of Directors went into executive session at 10:09 A.M.

12. DISCUSSION AND/OR ACTION RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION

The Board of Directors returned to open session at 11:56 A.M. No action was taken.

13. TAXPAYER LIAISON OFFICER'S REPORT.

As a result of Mr. Combs' absence, Mr. Grant provided a brief synopsis of Mr. Combs report. As reported in Mr. Combs' report there were no complaints filed during October. Mr. Combs continues to make his introductory presentation to our taxing entities. Mr. Combs' presentations have been well received by the entities. Mr. Combs submitted a listing of the applicants that have expressed an interest in being considered as a member of the ARB. Mr. Wheat's office is handling the background checks.

14. CHIEF APPRAISER'S REPORT

Mr. Grant submitted copies of the appointment letters from the City of Corpus Christi, Corpus Christi Independent School District and Nueces County for Board of Directors members for Places 1, 2, 3, 4, and 5. Also submitted were copies of the voting ballots mailed to all Place 6 and Place 7 taxing entities. The due date for return all voting ballots for Place 6 and 7 is December 9, 2011.

Mr. Grant referred to the copy of a letter from Mr. Paul Chapa requesting an opportunity to establish a pilot project with the Appraisal District that would detect accounts that have double homestead exemptions. Mr. Grant indicated he would like to ask Mr. Chapa to make a brief presentation to the Board on the elements of the Pilot Project.

Mr. Grant reported that we continue with the appraisal process. Mr. Grant reported that we have completed the review of most permits. We are continuing to monitor the large projects like the three Wal-Mart stores to ensure they were picked up correctly as of January 1<sup>st</sup>. Work continues with True Automation to resolve outstanding conversion issues. An issues list has been developed and will be used as a monitoring tool to ensure timely resolution.

Mr. Grant informed the Board that staff would be bringing the Budget line items transfer request in December for the Board's consideration. Mr. Altheide, as the Budget Committee, requested that the Budget line items transfer request be provided to him as soon as it is ready and not to wait until next Board meeting.

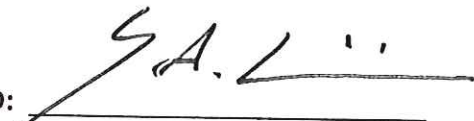
15. SUGGESTED ITEMS FOR NEXT REGULAR MEETING AGENDA

Determine date for the Board Workshop  
Appraisal District's 2011 3<sup>rd</sup> quarter investment report  
Appraisal District's current investment policy  
Board of Directors Place 6 & 7 voting results

ADJOURNMENT

Motion was made by Mr. Garcia to adjourn the meeting. The motion was seconded by Mr. Lopez. The motion passed unanimously. The meeting was adjourned at 12:11 P.M.

SIGNED:

  
Ed Lopez, Secretary

F/I Carol Sue  
(5D)



Nueces County Courthouse  
901 Leopard, Suite 301  
Corpus Christi, TX 78401-3684

Ramiro "Ronnie" Canales  
Assessor and Collector  
Of Taxes

Voice: (361) 888-0307  
Fax: (361) 888-0218  
ronnie.canales@co.nueces.tx.us

December 16, 2011

Sharon Doughty  
Superintendent of Schools  
Port Aransas ISD  
100 Station Street  
Port Aransas, Texas 78373

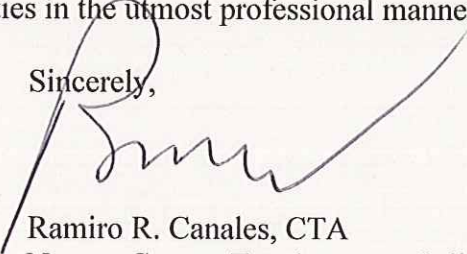
Dear Dr. Doughty:

It has been an Honor to serve Nueces County and this community for the past 23 years as your Nueces County Tax Assessor-Collector, I will no longer hold this position as of December 31, 2011.

Effective January 1, 2012, I will serve this community as your Chief Appraiser for the Nueces County Appraisal District.

I look forward to the challenges of this new position and confident that the office of the Appraisal District will serve all entities in the utmost professional manner.

Sincerely,

  
Ramiro R. Canales, CTA  
Nueces County Tax Assessor-Collector  
Nueces County, Texas

**DISCUSSION AND/OR ACTION ITEM**

**Consideration to Approve Resolution of Support for Region 2 Education Service Center**

Action Item:

The superintendents in Region 2 have been informed by Dr. Julie Carbajal, Superintendent of Flour Bluff ISD, that Education Commissioner Robert Scott is considering recommending to the legislature consolidating and/or closing Regional Education Service Centers across Texas to save money. Dr. Carbajal represents ESC 2 as our superintendent on the Commissioner’s Cabinet. This cabinet meets in Austin as a group with the Commissioner and his staff once a month.

There are 20 Regional Education Service Centers in Texas. Education service centers provide numerous services to over 1100 public school districts and charter schools across the state. Dr. Carbajal stated that Regions 1 (Brownsville), 2 (Corpus Christi) and 3 (Victoria) were under serious consideration for either closure or consolidation. She also said that superintendents were being urged to ask their school board members to show a unified voice for their local service centers by adopting resolutions of support.

RATIONAL:                BAA LEGAL

BUDGET:                 None

RECOMMENDATION:     That the Board approve the Resolution of Support for Region 2 Education Service Center.

**A Resolution of Support**

**Board of Trustees, Port Aransas Independent School District**

**WHEREAS** independent school systems in the state of Texas are experiencing a reduction in available funding requiring districts to do more with less;

**WHEREAS** each independent school system must now implement previously required programs as well as additional new programs, and academically more rigorous testing;

**WHEREAS** the smaller the independent school system the less likely that system is to employ curriculum experts, budgetary experts, and technology experts;

**WHEREAS** the smaller the independent school system the more likely travel and contractual service budgets are to be radically restricted;

**WHEREAS** the Texas Education Agency has been dramatically reduced in funding and staffing, therefore creating a greater need for local ESC services;

**WHEREAS** the delivery vehicle for state mandates and requirements, as well as expertise in all subjects and programs required by the state, are now vested in the Regional Service Centers;

**WHEREAS** Educational Service Center Region 2 serves numerous small rural districts ensuring all students, regardless of district size, receive quality education in the 21<sup>st</sup> Century.

**THEREFORE BE IT RESOLVED** that no other service center in the State of Texas is more important to member Independent School Districts than the Region 2 Education Service Center, and that by unanimous action of the Board of Trustees of the Port Aransas Independent School District, we strongly support the continued funding and operation of the Region 2 Service Center as an essential partner in the education of children in our region.

Adopted this 12<sup>th</sup> day of January, 2012.

\_\_\_\_\_  
Margaret Price, President

\_\_\_\_\_  
Michele Lorette, Secretary

\_\_\_\_\_  
Ann Appling, Vice President

\_\_\_\_\_  
Janice Roberts, Member

\_\_\_\_\_  
Kelly Owens, Member

\_\_\_\_\_  
Rick Adams, Member

\_\_\_\_\_  
Jay Jones, Member

**DISCUSSION AND/OR ACTION ITEMS**  
**Proposed Policy Revisions**

**Action Item:**

The Superintendent is requesting that the Board review and take action to approve 2 proposed policy revisions.

Specifically, Policies EIA Local and EIC Local need to be revised so that:

1. Our students will benefit by allowing us to count the EOC (End-of Course) retest grade if it will help the student earn credit for the course; and
2. According to recent communication from TEA, EOC assessments shall be used in class ranking calculations.

**Rationale:** PAISD Board Policy BAA LEGAL

**Budget:** N/A

**Recommendation:** That the Board approve the superintendent's proposed revisions to Port Aransas ISD Board Policy EIA LOCAL and EIC LOCAL.

## PROPOSED REVISIONS

RELATION TO  
ESSENTIAL  
KNOWLEDGE AND  
SKILLS

The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses.

Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that each student's performance indicates the level of mastery of the designated District objectives.

GUIDELINES FOR  
GRADING

The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents.

The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade.

END-OF-COURSE  
ASSESSMENTS

When required by state law, a student's score on the initial end-of-course (EOC) assessment shall count for 15 percent of the student's final grade for the course as reported on the student's transcript.

RETAKES

If a student retakes an EOC assessment, the District will ~~not~~ include the retake score **as 15 percent of the final course grade only if the retake score allows a student to gain credit for the course. After a student earns credit for the course, subsequent retakes will not be included in the calculation of the final course grade.** ~~in the final grade calculation for the course.~~

SPECIAL  
EDUCATION

A student's ARD committee shall determine the type of assessment to be administered and how the score on an EOC assessment shall be used for final course grades, credit decisions, and graduation requirements.

GRADING

Calculation of grades with EOC assessment scores shall be in accordance with the District's grading guidelines.

[See EIC for class rank provisions addressing end-of-course assessments. See EKB for further information regarding EOC assessments.]

ACADEMIC ACHIEVEMENT  
GRADING/PROGRESS REPORTS TO PARENTS

EIA  
(LOCAL)

PROGRESS  
REPORTING

The District shall issue grade reports/report cards every six weeks on a form approved by the Superintendent or designee. Performance shall be measured in accordance with this policy and the standards established in EIE.

INTERIM REPORTS

Interim progress reports shall be issued for all students after the third week of each grading period. Supplemental progress reports may be issued at the teacher's discretion.

CONFERENCES

In addition to conferences scheduled on the campus calendar, conferences may be requested by a teacher or parent as needed.

ACADEMIC  
DISHONESTY

A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.

## PROPOSED REVISIONS

### CALCULATION

The academic average for all students shall be calculated in the following manner.

The sum of all **weighted** semester grades for all coursework, **unless excluded below**, shall be divided by the number of semester grades added. The average shall be computed to the third decimal place. The **weighted** academic average shall include grades earned for courses taken at the grade 8 level for which high school credit is awarded.

### EXCLUSIONS

The following restrictions to coursework included in the calculation shall apply:

1. No more than one credit of physical education shall be included.
2. No more than four credits of fine arts shall be included.
3. Except for Advanced Placement and dual credit courses, courses taken through distance learning or in summer school shall not be included.

~~The second semester grade (course weights included) of the senior year shall be determined by adding the fourth six-week grade and the fifth six-week grade and dividing by two.~~

### ~~END-OF-COURSE ASSESSMENT SCORES~~

~~The District shall not include scores from end-of-course (EOC) assessments in calculations for class rank.~~

### ~~CLASS RANKING~~

~~Class ranking and the selection of valedictorian and salutatorian shall be based on the calculation as set out above.~~

### **COURSES REQUIRING END-OF-COURSE (EOC) ASSESSMENTS**

**Class rank calculations made during the school year and before receipt of applicable end-of-course (EOC) assessment scores shall be based on semester grades available at the time of calculation. After receipt of initial EOC assessment scores, the District shall calculate an official class rank for the school year.**

### **EOC ASSESSMENT RETAKES**

**If a student retakes an EOC assessment, the District shall include the retake score in the calculation of class rank only when course credit has been awarded as a result of the retake score, in accordance with EIA(LOCAL).**

### WEIGHTED GRADES

For the purpose of calculating class rank, the following categories of courses shall receive weighted points:

1. Advanced Placement — 15 points
2. Honors/Pre-AP/Dual Credit — 10 points

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

The numeric grade earned without the point addition shall appear on the grade slip and transcript. The rank in class as posted on the transcript shall include the point additions in its calculation.

**LOCAL GRADUATION  
HONORS**

**For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank using grades available at the time of calculation at the end of the fifth six-week grading period of the senior year. The average of the fourth and fifth six-week grades shall be used as the semester grade for this purpose.**

**For the purpose of applications to institutions of higher education, the District shall also calculate class ranking as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class ranking for the purpose of automatic admission under state law. [See EIC(LEGAL)]**

VALEDICTORIAN  
AND SALUTATORIAN

The valedictorian and salutarian shall be the eligible students with the highest and second highest ranking as determined by the District's class ranking procedure described in this policy and who complete the Recommended Program or the Advanced/Distinguished Achievement Program.

In addition, to be awarded valedictorian or salutarian honors at the District high school, a student shall:

1. Have received grades for each six-week period of his or her junior and senior year in the District; and
2. Have successfully completed any three AP courses taught at the District high school.

BREAKING A TIE

In case of a tie in weighted grade averages among the top ranking students, the following methods shall be used to determine who shall be recognized:

1. The weighted grade average shall be computed to a sufficient number of decimal places until the tie is broken.
2. However, if a tie still remains, the student with the highest numerical grade average of all AP courses taken shall be designated.

HONORS  
GRADUATES

To be identified as an honors graduate, a student must have a cumulative year **weighted grade average** ~~GPA~~ of 90 or above.

EARLY GRADUATES

A student's class ranking shall be determined within the graduating class of the school year in which the student completes all requirements for a diploma, regardless of the number of years the student is enrolled in high school. For ranking purposes, a school

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

year begins on the first day of summer school and ends on the last day of the spring semester.

Early graduates shall be eligible for recognition as honors graduates but shall not be eligible for recognition as valedictorian or salutatorian.

TRANSFERS

A student who transfers into the District high school with higher-level course credits shall receive similar credits counted toward the grade average according to the list of higher-level courses offered in the District and the grade point scale used for credit earned in the District.

For example, Advanced Placement courses shall be transferred from other schools and given weighted credit if the courses being transferred are clearly designated as Advanced Placement courses at the sending school and earn Advanced Placement credit at the District high school.

## DISCUSSION AND/OR ACTION ITEM

### **Consideration to Combine Health Insurance Premium Benefits with the Annualized Salaries of the Superintendent, the Executive Director for Business and Operations, and the Principals**

Action Item:

The new federal laws, the Patient Protection and Affordable Care Act and the Health Care and Education Reconciliation Act, prohibit employers from discriminating in the payment of health insurance benefits paid to “highly compensated individuals-HCE’s” and the other, lower paid, employees. An “HCE” is typically one of the five highest paid employees in the district. In Port Aransas ISD, the HCE’s are the Superintendent, the Executive Director for Business and Operations, and the Principals. The school district pays these individuals’ full health care premiums.

The only thing districts need to do is be sure the superintendent or other “HCE’s” receiving greater health care benefits than other district employees are taxed on those benefits. A simple approach would be to convert the full premiums received for health benefits by the HCE to the annual salary.

RATIONAL:                   BAA LEGAL and DEA LOCAL

BUDGET:                    None

RECOMMENDATION:       That the Board approve the superintendent’s recommendation to combine the health insurance premium benefits with the annualized salaries of the Superintendent, the Executive Director for Business and Operations, and the Principals.

## **DISCUSSION AND/OR ACTION ITEMS**

### **Budget Amendments**

#### **Action Item:**

The Board will consider approving the budget amendments presented by the business office.

RATIONALE: CE(Legal), CE(Local), and CFA(Legal)

IMPACT: N/A

RECOMMENDATION: The Superintendent recommends that the 2011-2012  
Budget amendments be approved as presented.

# Port Aransas ISD

Amd ## 12-006

Amendments 2011-12

1/6/2012

Account Codes	Description	Increase	Decrease
199-81-6629-36-998-299-000	Repair of Electric Heater Safeties	\$7,000	
199-00-3510-01-000-200-000	Construction Reserve Fund Balance		\$7,000
		\$7,000	\$7,000

Time and material for the Repair and Maintenance of Electric Heater Safeties diagnosed during the Commissioning for the HVAC system

Prepared by: Carol Sue Hipp  
Carol Sue Hipp

Approved by: Dr. Sharon K. Doughty  
Dr. Sharon Doughty

## **CLOSED MEETING**

### **CLOSED MEETING:**

The Board will adjourn to Closed Meeting in accordance with the Texas Open Meetings, Act, Texas Government Code 551.074 to consider the following:

- A. Personnel: Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, and Dismissal of Employees.

**RETURN TO OPEN SESSION**

**ACTION ITEM:**

- A. No Action will be taken.

## **ADJOURNMENT**

### **Action Item**

There being no further business the board will adjourn.