Regular

Monday, September 15, 2003 6:00 PM
Granbury ISD Board Room, 600 West Pearl St., Granbury, TX 76048, W Pearl St, Granbury, TX 76048

1. **Call to order at 6:00 p.m.**
2. **Convene in closed session under the Texas Open Meetings Act, Texas Government Codes, Chapter 551.074 - personnel matters, 551.072 - purchase, exchange, lease or value of real property and 551.071 - private consultation with the Board's attorney**

a. Appointments, leaves and resignations

3. **Reconvene in open session at 7:00 p.m.**
4. **Invocation**
5. **Pledges - U.S. Flag & Texas Flag**
6. **Superintendent's report - Goals 2,4,7**

a. TPRI Report
b. 2003 Adequate Yearly Progress (Preliminary)
c. Insurance Committee
d. Financial Integrity Rating System of Texas

7. **Public comments/audience participation**
8. **Board members special reports**
9. **Consent Agenda Items**

a. Consider minutes of the August 22, 2003 special board meeting and the August 25, 2003 regular board meeting
b. Consider staff development waiver
c. Consider STARS calendar revision
d. Consider 2003-04 travel reimbursement rates
e. Consider Oak Woods PTO donations
f. Consider Acton Middle School PTO donations
g. Consider Estate of Jan Robertson donation

10. **Reconsider optional majority/plurality vote requirements**
11. **Consider naming of GHS auditorium**
12. **Personnel**

a. Consider appointments, leaves and resignations - Goal 7

13. **Adjourn**

OFFICE OF CURRICULUM & INSTRUCTION

For:	**Board of Trustees**
Date:	**September 15, 2003**
Action:	**Information**

To:	**Mr. William Harris, Superintendent**	**From:**	**Jan Van Dorn**
		Date:	**September 7, 2003**
		RE:	**TPRI Report**

SUMMARY:
Each year the district must assess students in grades K-3 as to their reading proficiencies. This is done with the TPRI test which is a state approved Early Reading Instrument that gives us a great amount of information for each student. The report is attached for your information and Sharon Whitefield and Nancy Peterson will answer any additional questions that you may have.

Recommendation:
Information only

Respectfully Submitted:

Jan Van Dorn

Jan Van Dorn
Assistant Superintendent

TEXAS EDUCATION AGENCY
Office of Statewide Initiatives

Early Reading Instruments Report 2002-2003

County District Number: 111901
ESC Region: 11
District Name: GRANBURY ISD
Fund Year: 2002 - 2003
Report Submitted: 8/25/2003
Completed by: rl11901

Section 1: Contact Information

Contact Person: Nancy Peterson
Phone: 817-408-4035
Email: NANCY_PETERSON@granbury.k12.tx.us

Section 2: District Enrollment in Grades K-2

Students Assessed in Grades K-2

	Kindergarten		Grade 1		Grade 2	
	Mid-year	End of year	Beginning of year	End of year	Beginning of year	End of year
Total District Enrollment	477	471	440	433	445	446
Students Assessed						
Students receiving reading instruction and assessment in English	477	471	440	433	445	446
Students receiving reading instruction and assessment in Spanish	0	0	0	0	0	0
Students Not Assessed						
a. New to District	0	0	0	0	0	0
b. ARD Committee Decision	0	0	0	0	0	0
c. No Instrument in Student's Language for Reading Assessment	0	0	0	0	0	0
d. Other	0	0	0	0	0	0

Section 3: Texas Primary Reading Inventory (TPRI)

Part A: TPRI Screening and Inventory

Students Assessed with Screen Only

TPRI Screen	Kindergarten		Grade 1		Grade 2	
	Mid-year	End of year	Beginning of year	End of year	Beginning of year	End of year
Number of students	352	394	336	379	368	

Students Assessed with both Screen and Inventory

TPRI Screen and Inventory	Kindergarten		Grade 1		Grade 2	
	Mid-year	End of year	Beginning of year	End of year	Beginning of year	End of year Inventory Only
Number of students	125	77	104	54	77	446

Students assessed with the TPRI reflects:

x District policy that only students scoring "still developing" on the Screening are required to be assessed with the inventory.

x District policy that administering the TPRI in addition to the Screening is a campus or teacher decision.

District policy that all students regardless of the Screening results are administered the TPRI.

Part B: TPRI Important Reading Concepts

Data from TPRI Regarding Important Reading Concepts

TPRI	Kindergarten		Grade 1		Grade 2	
	Mid-year	End of year	Beginning of year	End of year	Beginning of year	End of year
Total: Number of students assessed	477	471	440	433	445	446
Number of students **Developed** on Screen	352	394	336	379	368	
Number of students reading at the Instructional or Independent level (Inventory Summary, Story Administered, Reading Accuracy Level)			Stories: 1: 125; 2: 107; 3: 75; 4: 27; 5: 18	Stories: 1: 48; 2: 77; 3: 35; 4: 46; 5: 200	Stories: 1: 54; 2: 168; 3: 120; 4: 53	Stories: 1: 5; 2: 7; 3: 18; 4: 395
Reading Fluency Rate, Grade 1: Number of students who read approximately 60 or more correct words per minute at grade level				186		
Reading Fluency Rate, Grade 2: Number of students who read approximately 90 or more correct words per minute at grade level						182

Section 4: Instruments Other Than the TPRI

Part A: Reading Instrments, K-2

Kindergarten Students Assessed with Early Reading Instruments Other Than the TPRI

Instruments Other Than the TPRI	Mid-year	End of Year
Observation Survey: Part Two **and** Woodcock Mini Battery of Achievement	0	0
PAPI **and** Woodcock Mini Battery of Achievement	0	0
Tejas LEE, Revised 02-03	0	0
Instrumento de Observacion: Segunda Parte	0	0
Other (Identify instrment):	0	0
Total Number of Students Assessed	0	0

G1 Students Assessed with Early Reading Instruments Other Than the TPRI

Instruments Other Than the TPRI	Grade 1	
	Beginning of Year	End of Year
PAPI **and** ORI	0	0
PAPI **and** DAR	0	0
PAPI **and** DRA	0	0
Observation Survey: Part II **and** DRP	0	0
Observation Survey: Part II **and** Woodcock Mini-Battery	0	0
Gates MacGinitie, 3rd Ed.	0	0
Tejas LEE, Revised 02-03	0	0
Instrumento de Observacion: Segunda Parte **and** EDL	0	0
Other (Identify instrment):	0	0
Total Number of Students Assessed	0	0

G2 Students Assessed with Early Reading Instruments Other Than the TPRI

Instruments Other Than the TPRI	Grade 2	
	Beginning of Year	End of Year
PAPI **and** QRI	0	0
PAPI **and** DAR	0	0
PAPI **and** DRA	0	0
PARI **and** Gates MacGinitie, 3rd Ed.	0	0
Tejas LEE, Revised 02-03	0	0
Instrumento de Observacion: Segunda Parte **and** EDL	0	0
Other (Identify instrment):	0	0
Total Number of Students Assessed	0	0

Part B: Important Reading Concepts on Instruments Other Than the TPRI

Data Regarding Important Reading Concepts

Students	Kindergarten		Grade 1		Grade 2	
	Mid-year	End of year	Beginning of year	End of year	Beginning of year	End of year
Number of students who met grade level expectations at time of administration on the **majority of skills** within each of the following domains: **PA** - Phonological Awareness **GK** - Graphophonemic Knowledge **LC** - Listening Comprehension **PC** - Reading Comprehension **F** - Fluency	0 PA 0 GK 0 LC	0 PA 0 GK 0 LC	0 PA 0 GK 0 RC 0 F	0 PA 0 GK 0 RC 0 F	0 GK 0 RC 0 F	0 GK 0 RC 0 F
Reading Fluency Rate, Grade 1: Number of students who read approximately 60 or more correct words per minute on grade level				0		
Reading Fluency Rate, Grade 2: Number of students who read approximately 90 or more correct words per minute on grade level					0	0

Return to Summary Page

Granbury Independent School District
Health Insurance Timeline

We have a much shorter timeline and list of tasks to accomplish this fall because we are not requesting insurance bids this year. We are beginning the second year of a two-year contract with our stop loss insurance carriers and the management company that services our insurance. Also we are in the third year of a five-year contract with our insurance broker and the Third Party Administrator of our Section 125 Cafeteria Plan and our 403(b) Plan. Therefore, the time needed to prepare an insurance recommendation for the Board is much shorter than in years past.

- September 15, 2003 – Claims and renewal information received from Wausau by Purselley Associates

- September 24, 2003 – Executive Directors of Finance and Human Resources to meet with Purselley Associates and Wausau representatives

- October 1, 2003 – District Insurance Committee meeting on voluntary products and major medical health insurance programs

- October 6, 2003 – Board Meeting to approve insurance program

- October 20 – 31, 2003 – Insurance and Section 125 Open Enrollment

- November 7, 2003 – All insurance information due to Payroll

- December 1, 2003 – New insurance year begins

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

Action Required

August 25, 2003

TO THE SUPERINTENDENT ADDRESSED:

Subject: Official Notification of the 2003 Preliminary School FIRST Rating

This communication is to transmit the school district's preliminary 2003 School FIRST (Financial Integrity Rating System of Texas) rating. Senate Bill (SB) 218 of the 77th Legislature (2001) authorized the implementation of a financial accountability rating system, which is officially referred to as School FIRST. The primary goal of School FIRST is to improve the management of school districts' financial resources. School FIRST was developed in consultation with the Comptroller of Public Accounts, and its development also benefited from the many comments that were received from school district and regional education service center personnel. The School FIRST rating is based upon an analysis of staff and student data reported for the 2001-2002 school year, and budgetary and actual financial data for the 2002 fiscal year (the fiscal period ended June 30, 2002 or August 31, 2002, depending upon the ending date of the school district's fiscal year).

The Texas Education Agency's (TEA) August 19, 2002 letter provided a general overview of the 21 indicators that determine a district's School FIRST rating. School districts were also provided additional resources about the accountability system, including: (1.) The School FIRST communications kit that was developed and distributed by the Texas Association of School Business Officials (TASBO) and the Texas School Public Relations Association (TSPRA); (2.) School board training that was developed and provided by regional education service centers; (3.) The electronic School FIRST worksheet that was developed by the Region XIII Education Service Center; (4.) Presentations provided by TEA staff; and (5.) Seminars sponsored by professional associations. Thus, it is the TEA's expectation that the School FIRST rating transmitted in this communication is in agreement with the district's understanding of the 21 indicators and the TEA's process for assigning ratings.

Please carefully review the district's School FIRST rating and the data supporting the 21 indicators (the data that were analyzed by the TEA's automated process for generating School FIRST ratings is accessible by the district at https://seguin.tea.state.tx.us/apps/logon.asp). If the district believes that its rating was based on a data error solely attributable to the TEA's review of data for any of the 21 indicators, the district may submit a written appeal with supporting evidence to the division of school financial audits by **September 15, 2003.**

If there were errors by the district in recording data or submitting data through the Public Education Information Management System (PEIMS), then these types of data errors will not constitute a valid basis for appeal. Final ratings will be issued to school districts after the TEA's review of appeals, if any, of preliminary ratings. It is anticipated that the final 2003 School FIRST rating will be distributed to the district on or about **October 3, 2003**.

Within two months after receipt of the final School FIRST rating, each school district will announce and hold a public meeting to distribute a financial management report that explains the district's performance under each of the 21 indicators and the district's rating. The first notice in the newspaper to inform the taxpayers may not be more than 30 days prior to or less than 14 days prior to the public meeting, in accordance with Title 19, Texas Administrative Code, Section 109.1005. (The public meeting to present the School FIRST rating may be combined with a scheduled regular meeting of the board of trustees.) The district is encouraged to provide additional information in the financial management performance report that will be beneficial to taxpayers, especially information explaining special circumstances, if any, that may have affected the district's performance under one or more of the indicators.

The TEA will make additional refinements to the School FIRST process in response to comments received from stakeholders during the transitional implementation of the financial accountability system. In future years, the release date for the School FIRST ratings will be significantly earlier and the ratings will be released on the TEA's Internet site.

The TEA gratefully acknowledges the generous assistance provided by many school and education service center officials during the development of School FIRST. As a result of your suggestions and recommendations, School FIRST is a model for increased financial management efficiency in the public schools of this state. The TEA also appreciates the assistance provided by the Comptroller's office, TASBO, TSPRA and other professional associations. If you have questions about the district's School FIRST rating, please contact Rita Chase or Tom Canby at (512) 463-9095.

Sincerely,

Virgil (Ed) Flathouse
Associate Commissioner
for Finance and Support Systems

Enclosure:

Preliminary 2003 School FIRST Rating Report

YEAR 2001-2002 Home Log Out

FIRST

Financial Integrity Rating System of Texas

PRELIMINARY
2003 RATINGS

2001-2002 DISTRICT STATUS

Name: GRANBURY ISD(111901)	
Rating: Superior Achievement	**Last Updated:** 8/6/2003 7:51:06 PM
Indicators Answered YES: 21	**Indicators Answered NO:** 0

#	Indicator Description	Updated	Result
1	Was The Total Fund Balance Less Reserved Fund Balance Greater Than Zero In The General Fund?	8/6/2003 7:50:58 PM	Yes
2	Were There No Disclosures In The Annual Financial Report And/Or Other Sources Of Information Concerning Default On Bonded Indebtedness Obligations?	8/6/2003 7:50:58 PM	Yes
3	Was The Annual Financial Report Filed Within One Month After November 27th or January 28th Deadline Depending Upon The District's Fiscal Year End Date (June 30th or August 31st)?	8/6/2003 7:50:58 PM	Yes
4	Was There An Unqualified Opinion in Annual Financial Report?	8/6/2003 7:50:59 PM	Yes
5	Did The Annual Financial Report Not Disclose Any Instance(s) Of Material Weaknesses In Internal Controls?	8/6/2003 7:50:59 PM	Yes
6	Was The Percent Of Total Tax Collections (Including Delinquent) Greater Than 96%?	8/6/2003 7:50:59 PM	Yes
7	Did The Comparisons Of PEIMS Data To Like Information In Annual Financial Report Result In An Aggregate Variance Of Less Than 4 Percent Of Expenditures Per Fund Type (Data Quality Measure)?	8/6/2003 7:51:00 PM	Yes
8	Were Debt Related Expenditures (Net Of IFA And/Or EDA Allotment) < $770.00 Per Student? (If The District's Five-Year Percent Change In Students = Or > 2%, Or If Property Taxes Collected Per Penny Of Tax Effort > $100,000, Then Answer This Indicator Yes)	8/6/2003 7:51:00 PM	Yes

9	Was There No Disclosure In The Annual Audit Report Of Material Noncompliance?	8/6/2003 7:51:01 PM	Yes
10	Did The District Have Full Accreditation Status In Relation To Financial Management Practices? (e.g. No Master Or Monitor Assigned)	8/6/2003 7:51:01 PM	Yes
11	Was The Percent Of Operating Expenditures Expended For Instruction More Than 54%?	8/6/2003 7:51:01 PM	Yes
12	Was The Aggregate Of Budgeted Expenditures And Other Uses Less Than The Aggregate Of Total Revenues, Other Resources and Fund Balance In General Fund?	8/6/2003 7:51:02 PM	Yes
13	If The District's Aggregate Fund Balance In The General Fund And Capital Projects Fund Was Less Than Zero, Were Construction Projects Adequately Financed? (To Avoid Creating Or Adding To The Fund Balance Deficit Situation)	8/6/2003 7:51:03 PM	Yes
14	Was The Ratio Of Cash And Investments To Deferred Revenues (Excluding Amount Equal To Net Delinquent Taxes Receivables) In The General Fund = Or > 1:1? (If Deferred Revenues < Net Delinquent Taxes Receivable, Then Answer This Indicator Yes)	8/6/2003 7:51:03 PM	Yes
15	Was The Administrative Cost Ratio Less Than The Standard In State Law?	8/6/2003 7:51:03 PM	Yes
16	Was The Ratio Of Students To Teachers Within the Ranges Shown Below According To District Size?	8/6/2003 7:51:04 PM	Yes
17	Was The Ratio Of Students To Total Staff Within the Ranges Shown Below According To District Size?	8/6/2003 7:51:04 PM	Yes
18	Was The Total Fund Balance In The General Fund More Than 50% And Less Than 150% Of Optimum According To The Fund Balance And Cash Flow Calculation Worksheet In The Annual Financial Report?	8/6/2003 7:51:05 PM	Yes
19	Was The Decrease In Undesignated Unreserved Fund Balance < 20% Over Two Fiscal Years?(If 1.5 Times Optimum Fund Balance < Total Fund Balance In General Fund Or If Total Revenues > Operating Expenditures In The General Fund, Then Answer This Indicator Yes)	8/6/2003 7:51:05 PM	Yes
20	Was The Aggregate Total Of Cash And Investments In The General Fund More Than $0?	8/6/2003 7:51:06 PM	Yes
21	Were Investment Earnings In All Funds More Than $15 Per Student?	8/6/2003 7:51:06 PM	Yes

DETERMINATION OF RATING

A.	Did The District Answer **No** To Indicators 1, 2, Or 3? Or Did The District Answer No To Both 4 and 5? If Answered **No** To Either, The District's Rating Is **Substandard Achievement.**
B.	Determine Rating By Applicable Range For The Number Of Indicators Answered **No**:

Superior Achievement	0-2
Above Standard Achievement	3-4
Standard Achievement	5-6
Substandard Achievement	7+ Or **No** To One Default Indicator

INDICATOR 16 & 17 RATIOS

Indicator 16	Ranges for Ratios		**Indicator 17**	Ranges for Ratios	
District Size - Number of Students Between	Low	High	District Size - Number of Students Between	Low	High
< 500	7	22	< 500	4	14
500-999	10	22	500-999	5.5	14
1000-4999	11.5	22	1000-4999	6	14
5000-9999	13	22	5000-9999	6.5	14
=> 10000	13.5	22	=> 10000	6.6	14

GRANBURY ISD
BOARD OF TRUSTEES
OFFICIAL SPECIAL MEETING
MINUTES
August 22, 2003

The Board of Trustees of the Granbury Independent School District convened in an official **SPECIAL** meeting on Friday, August 22, 2003 at 4:30 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas

Presiding Officer..... Micky Shearon

Board Members Present

Charlie Cloud
Jerry Campbell
Brad Johnson
Mark Graves
Gene Ellis
Brian Condit

School Officials Present

William Harris, Superintendent
Jan VanDorn, Assistant Superintendent
Sharay Boynton, Executive Director of Finance
Troy Green, Executive Director of Human Resources

Others Present

Media

Meeting Called to Order

President, Micky Shearon, called the meeting to order at 4:37 p.m.

Budget Workshop

Executive Director of Finance, Sharay Boynton, presented information to the board regarding the proposed 2003-2004 budget.

Adjournment

There being no further business, the meeting was adjourned at 5:35 p.m.

Micky Shearon, President

Mark Graves, Secretary

GRANBURY ISD
BOARD OF TRUSTEES
OFFICIAL REGULAR MEETING
MINUTES
August 25, 2003

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, August 25, 2003 at 6:00 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas

Presiding Officer..... Micky Shearon

Board Members Present

Gene Ellis
Jerry Campbell
Charlie Cloud
Mark Graves
Brad Johnson
Brian Condit

School Officials Present

William Harris, Superintendent
Jan VanDorn, Assistant Superintendent
Sharay Boynton, Executive Director of Finance
Troy Green, Executive Director of Human Resource
Martin Yarborough, Executive Director of Technology
Judy Duncan, Recording Secretary

Others Present

School Employees
Media
Community Members

Meeting Called to Order

President Micky Shearon called the meeting to order at 6:12 p.m.

Budget Hearing

Sharay Boynton reviewed the budget process and the proposed tax rate of $1.50 for Maintenance and Operations and presented the option of $.20 or $.21 for debt service. The board opened the budget hearing for public comments. No individuals were present to address the board. The board president closed the public comment portion of the budget hearing.

The budget hearing was closed at 6:37 p.m. and the board convened into closed session under the Texas Open Meetings Act, Texas Government Codes 551.074 – personnel matters and 551.072 – purchase, exchange, lease or value of real property.

Reconvened in Open Session

The board reconvened in open session at 7:08 p.m.

Reverend Neil Norman, Minister of First United Methodist Church of Granbury, led the invocation. President, Micky Shearon, led the pledge to the U.S. Flag and the Texas Flag.

Superintendent's Report

Superintendent Harris recognized Granbury High School student, Blake Luther for being named Governor of Texas Boys State.

Harris also recognized Ms. Norma Wright for her work with the Operation School Supplies. Ms. Wright also recognized individuals who helped her with the school supply project.

Mr. Jack McGovern updated the board on the process of the roof replacement schedule and the roofing needs in the district.

The board was presented with a summer school report. There were a total of 273 PreK – 8th grade students who attended summer school with 261 being promoted. Granbury High School had a total of 96 students enrolled with 8 out of district students. The total semester credits registered were 155 with 146 credits passed. Thirty-seven students took classes for recovery and 61 students were taking classes to get ahead.

Granbury High School Principal, Bob Small presented a report to the board regarding the ACT/SAT test scores. Small reported that in the year 2003, 162 students took the SAT test with an average score of 508 on the verbal, 515 on the math and 1023 total. Granbury High School student scores were above the state average and just below the national average. For the 2002-2003 year, 110 students took the ACT test with an average score of 21.6 on English, 21.9 on Math, 22.9 on Reading, 22.1 on Science and 22.3 Comp. Granbury High School students scored above the state and national average in all areas of the ACT test.

Superintendent Harris reported that the beginning of school had gone smoothly and the student enrollment numbers were up from the previous years school beginning.

Board Members Special Report

Board member, Jerry Campbell stated that he would like for the school district to rent out the press box for football games. He stated that the JROTC would be in charge of this project for the 2003 year. Campbell stated that 12 seats would be available at a cost of $250.00. Campbell also stated that he has asked the administration to look into charging for parking for the athletic events for next year and to also look at a price increase on tickets.

Board secretary, Mark Graves stated that he is going to auction off the opportunity to cut his hair as a fundraiser for the Christmas for Children Charity. Graves stated that Gene Ellis and Charlie Cloud would handle the donations.

Board President, Micky Shearon thanked Norma Wright for her work with the Operation School Supplies and also for her work with the Christmas for Children Charity. Shearon also thanked all GISD staff that have contributed their time in volunteering in charitable organizations in the community.

Public Comments

Due to discussion of students, the public comments were heard in closed session

Convened in Closed Session

The board convened into closed session under the Texas Open Meetings Act, Texas Government Codes 551.082 – considering discipline of a public school child, or complaint or charge against personnel.

Mr. Bill Benign addressed the board in closed session regarding crime in the schools, victim safeguard, criminal's accountability and school discretion in protection.

Mr. Mack Bennet addressed the board in closed session regarding child safety.

Reconvened in Open Session

The Board reconvened in open session at 8:32 p.m.

Consent Agenda

A motion was made by Brad Johnson and seconded by Gene Ellis to approve the consent agenda items A-G; minutes of the August 11, 2003 regular board meeting, budget amendments, bids – uniform services bid renewal, transportation supplies & after market parts bid, automotive filters bid, auto, truck and bus OEM bid, grounds supplies & equipment bid, automotive lubricants bid; Certified Appraisers, Statement of Impact amendments – FW Can! Academy Charter School, October board meeting schedule change and resolution for the 4-H organization. **MOTION CARRIED** Yes 7 – Noe 0

A motion was made by Charlie Cloud and seconded by Gene Ellis to adopt the 2003-2004 budget as presented in the budget hearing on August 22, 2003. **MOTION CARRIED** Yes 7 – Noe 0

A motion was made by Jerry Campbell and seconded by Gene Ellis to set the tax rate on $100 valuation for the District for the tax year 2003 at a total rate of $1.70, to be assessed and collected by the duly specified assessor and collector as follows: $1.50 for the purpose of maintenance and operation and $.20 for the purpose of payment of principal and interest on debts. **MOTION CARRIED** Yes 7 – Noe 0. This information was presented to the board in writing by way of ordinance and was acted upon as such.

Jerry Campbell nominated Charlie Cloud as the TASB delegate for the 2003 Delegate Assembly and Mark Graves nominated Gene Ellis as the alternate. Charlie and Gene were elected with a 7/0 vote.

A motion was made by Charlie Cloud and seconded by Mark Graves to approve the appointment of Timothy Van Etten, Social Studies/Coach – Granbury High School; Lynn Smith, Counselor – Mambrino School; Anja Carlisle, Librarian – Crossland Intermediate and Jennifer Roy, Public Information Officer. **MOTION CARRIED** Yes 7 – Noe 0

Adjournment

There being no further business the meeting was adjourned at 8:46 p.m.

Micky Shearon, President

J. Mark Graves, Secretary

OFFICE OF CURRICULUM & INSTRUCTION

For:	**Board of Trustees**
Date:	**September 15, 2003**
Action:	**Action**

To: **Mr. William Harris, Superintendent**

From: **Jan Van Dorn**
Date: **September 8, 2003**
RE: **Staff Development Waiver**

SUMMARY:
Our Curriculum Department is requesting a 5-day waiver from student attendance for professional development in order to accomplish the staff development necessary for optimum growth for our Educators. The waiver and additional information are attached for your review.

Recommendation:
Administration recommends the approval of the waiver.

Respectfully Submitted:

Jan Van Dorn
Assistant Superintendent

OFFICE OF CURRICULUM & INSTRUCTION

For:	**Board of Trustees**
Date:	**September 15, 2003**
Action:	**Action**

To:	**Mr. William Harris, Superintendent**	**From:**	**Jan Van Dorn**
		Date:	**September 2, 2003**
		RE:	**STARS Calendar Revision**

SUMMARY:
STARS Principal, Mr. John Shreve, is requesting a change in the Stars' School calendar so that the entire staff may attend the Texas Association of Alternative Education Conference staff development workshop as they have previously. The school dates would need to be changed to February 20th instead of February 6th. Additional information is attached for your perusal.

Recommendation:
Administration recommends the approval of the change of calendar dates.

Respectfully Submitted:

Jan Van Dorn
Assistant Superintendent

GRANBURY
INDEPENDENT SCHOOL DISTRICT

STARS Academy
John Shreve
Principal

3000 Acton School Road • Granbury, Texas 76049 • Phone 817.408.4450 •
Email John_Shreve@granbury.k12.tx.us

MEMORANDUM

TO: JAN VANDORN

FROM: JOHN SHREVE

SUBJECT: CALENDAR REVISION

DATE: 8/25/2003

CC:

CHOOSE ONE: [X] *ACTION REQUIRED* [X] *FYI* [ ] *DISTRIBUTE*

STARS Academy schedules a Staff Development in February so that the entire staff can attend the Texas Association of Alternative Education Conference. The dates of the conference have been changed. This requires a change in the STARS' School Calendar.

I respectfully request that the following change be approved:

February 6, 2004 (Student Holiday / Staff Development) be changed to

February 20, 2004.

Thank you.

CALL FOR PRESENTATIONS

DEADLINE MAY 31, 2003

THEME: "THE KEYS TO DROPOUT PREVENTION"

TAAE 2004

14TH ANNUAL CONFERENCE

AUSTIN, TX • FEBRUARY 19–21, 2004

Please take the time now and send in your form so we can plan our conference.
EACH SESSION IS ONE HOUR.

Name: _____

School & District: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Fax: _____

Phone: (Wk): _____ (Hm): _____

E-mail: _____

A. CONFERENCE PRESENTATION

1. This presentation is most suitable for (check all that apply)

❑ Elementary ❑ Middle School ❑ High School ❑ Chapter 7
❑ Alternative Choice ❑ Technical ❑ Administrative ❑ Curriculum & Instruction
❑ Discipline ❑ Management ❑ School of Choice ❑ Licensed Professional Counselors

2. Title of Presentation: _____
(Please submit an additional form if more than one topic.)
Type of Program: ❑ Information ❑ Application ❑ Instruction

3. A brief description or summary of session (NOTE: All or part of this description will be used in the conference program; use attachments if necessary.)

4. Presenter(s) Listing ***(Brief bio of each presenter—not to exceed six sentences each; use attachments if necessary.)***

5. Audio/Visuals Needs ***(Limit one please.)***

❑ VCR & Monitor ❑ Overhead Projector ❑ Flip Chart ❑ Slide Projector/Screen ❑ Screen
❑ Audio cassette player ❑ I will bring my own equipment ❑ I have no equipment needs

(Limit one please. TAAE will be charged an average of $75 per day per piece of equipment. NOTE: Power Point LCD presentations/equipment/computers must be supplied by schools or presenters due to high costs.)

B. SHARE FAIR SESSIONS (ALL CONFERENCE ATTENDEES INVITED TO PARTICIPATE!)

You will need to bring approximately 50 copies of a lesson you have had success with in your classroom.

This presentation is most suitable for (check one from each category):

Grade Level: ❑ Elementary ❑ Middle School ❑ High School
Curriculum: ❑ Math ❑ Science ❑ Social Studies ❑ English

❑ Other (please explain): _____

❑ I would be interested in facilitating at one of the one-hour sessions.

This form may be copied or duplicated on the computer) Please print neatly or type.

2004 PRESENTER CONTRACT

On behalf of myself and my copresenters, should this abstract be selected, I/we agree that:

1. Participation in this program does not exempt presenters from paying full registration fees if attending other conference sessions.

2. Individual submitting this proposal and signing this form agrees to receive all conference correspondence and accept responsibility for conveying conference-related information to copresenters.

3. Unless checked at the end of this statement, TAAE may videotape and/or audiotape this entire presentation (no partial taping), including videotape and audiotape excerpts, and distribute the tape for educational purposes with no remuneration or reimbursement to presenter(s). A complimentary audiotape will be available to the presenter(s) upon request. Proceeds from sales of these tapes will go for conference scholarships.

❑ ***Do not audiotape or videotape my/our session.***

4. Appropriate "Releases of Confidential Information" have been obtained for all client materials that will be used or recorded as part of this presentation. The responsibility for protecting client confidentiality rests with the presenter(s).

5. Prior approval must be received from TAAE for any surveys or data collection at the Annual Conference.

6. Individuals submitting or included within this proposal have agreed to be present in Austin, TX, during the hour and date assigned to this presentation at the 2004 TAAE Conference, and conduct this proposed presentation according to the conditions listed above.

Signature: _____

Date: _____

PLEASE MAIL TO:

TAAE 2004 Conference
PO Box 140647
Austin, TX 78714-0647
Phone: 512/454-8626
Fax: 512/454-3036
E-mail: jmccullough@assnmgmt.com

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: September 15, 2003
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton, Finance Director
DATE: September 8, 2003
RE: Maximum Travel Reimbursement Rates for 2003-2004

SUMMARY:

District Board Policy DEE(LOCAL) relates to the reimbursement and payment of travel expenses. It states that employees of the District, who incur expenses while performing duties related to their jobs, when such expenditure is at the request of the employee's immediate supervisor, shall be reimbursed the cost of the expenditures. The reimbursement or payment of such costs shall be within the guidelines set forth by the State Comptroller of Public Accounts in the State of Texas Travel Allowance Guide, the current schedule adopted by the Board, and subject to IRS regulations.

The General Appropriations Act for each legislative session contains maximum allowable travel reimbursement rates for meals and lodging. The Comptroller of Public Accounts establishes the maximum mileage rate. The current state rates were downloaded from the Texas Comptroller of Public Accounts and included for your reference. HB 898 has limited reimbursement rates to state rates only and reimbursement can not be made at a higher rate.

RECOMMENDATION:

I recommend the Board approve the attached Granbury Independent School District Maximum Reimbursement Rates for the 2003-2004 school year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton

Date Submitted: September 8, 2003

GRANBURY INDEPENDENT SCHOOL DISTRICT
Maximum Reimbursement Rates
2003-04

TYPE	RATE
Mileage	
Motor Vehicle	
In State	.35 cents per mile
Out of State	Average Coach Airfare
Meals and Lodging – Employees	
In-State	
Meals (Receipts required)	$30.00 per day
Lodging (Receipts required)	$80 per day
Meals (Non over-night Travel)	$25.00 per day
Out-of-State	
Meals (Receipts required)	Federal Flat Rate
Lodging (Receipts required)	Federal Flat Rate
Meals (Non-overnight Travel)	$26.00 per day

Fiscal Year 2003 Travel Reimbursement Rates

Employees

Lodging In-State: up to $80
Meals In-State up to $30
Out-of-State Meal and Lodging Rates
Automobile Mileage: 35 cents per mile

Key Officials

Lodging In-State: up to $160
Meals In-State up to $60
Out-of-State Meal and Lodging Rates - up to twice what is listed
Automobile Mileage: 35 cents per mile

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: September 15, 2003
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton, Finance Director
DATE: September 8, 2003
RE: Donation from OW PTO

SUMMARY:

According to Board Policy CDC (LOCAL) "The Board or Superintendent may accept any bequest or gift of money or property on behalf of the District." Oak Wood Intermediate PTO has donated to GISD a refrigerator, poster printer, and chest freezer. The refrigerator will be used in the teachers' lounge. The poster printer will be used by the entire campus to print posters. The chest freezer will be used in the PTO room for storage of ice cream and such for student awards. The value of the refrigerator is $500, the poster printer $4,500 and the chest freezer $200. Ms. Allen would like to accept these items on behalf of Oak Woods.

RECOMMENDATION:

It is recommended that the Board accept the donation of the refrigerator, poster printer and chest freezer from the Oak Wood Intermediate PTO.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Heather Allen

Date Submitted: September 8, 2003

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: September 15, 2003
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton, Finance Director
DATE: September 8, 2003
RE: Donation from AMS PTO

SUMMARY:

According to Board Policy CDC (LOCAL) "The Board or Superintendent may accept any bequest or gift of money or property on behalf of the District." Acton Middle School PTO has donated to GISD an electric range and a poster printer with supplies. The range will be used in the teachers' lounge. The poster printer will be used by the entire campus to print posters. The value of the range is $348.98 and the poster printer and supplies is $5,500. Mr. Mabery would like to accept these items on behalf of Acton Middle School.

RECOMMENDATION:

It is recommended that the Board accept the donation of the range and poster printer from the Acton Middle School PTO.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Bobby Mabery

Date Submitted: September 8, 2003

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: September 15, 2003
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton, Finance Director
DATE: September 8, 2003
RE: Donation from Estate of Sheryl Jan Robertson

SUMMARY:

According to Board Policy CDC (LOCAL) "The Board or Superintendent may accept any bequest or gift of money or property on behalf of the District." It further states, "All gifts shall be given to the District and not to a particular school. At the discretion of the Superintendent or designee, the gift may be used in a particular school."

The Estate of Sheryl Jan Robertson has made a cash bequest of $2,500 to GISD. Please see attached documentation from the executor of her estate. As stated in Policy, the $2,500 will be expended at the discretion of the Superintendent for the benefit of the campus so chosen by the Superintendent.

The receipt and release will need to be processed upon acceptance of the gift.

RECOMMENDATION:

It is recommended that the Board accept the donation from the Estate of Sheryl Jan Robertson and execute the Receipt and Release documentation.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton

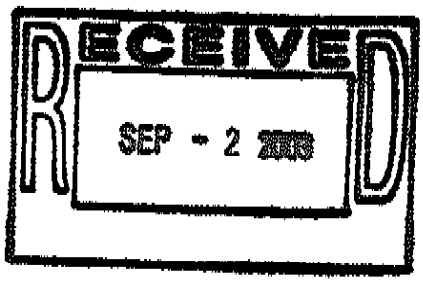
Date Submitted: September 8, 2003

BROWN WALTON, P.C.

Attorneys at Law

David L. Brown
Board Certified Commercial Real Estate Law
Board Certified Residential Real Estate Law
Texas Board of Legal Specialization
Maurice G. Walton

August 28, 2003



Granbury Independent School District
600 W. Bridge
Granbury, Texas 76048

Attention: Ms. Sharay Boynton

Re: No. 5265 - Estate of Sheryl Jan Robertson, Deceased, County Court of Hood County, Texas

Dear Sharay:

As you are aware, Sheryl Jan Robertson made a cash bequest in her Will to Nettie Baccus Elementary School. I am enclosing herein a check $2,500.00 representing the school's interest in the above referenced estate.

I would draw your attention to the fact that Ms. Robertson's Will specifically states as follows:

> "The sum of Two Thousand Five Hundred Dollars and No Cents ($2,500.00) to NETTIE BACCUS ELEMENTARY SCHOOL, being a public school located in the Granbury Independent School District, Granbury, Texas, **to be used for the medical and psychological needs of its students, as determined from time to time by the nurse and principal of the school.**"

Also enclosed are an original and one copy of a Receipt and Release which acknowledges receipt of the enclosed check and releases the executor of any further obligation. Would you please see that the Receipt and Release is signed before a notary public and returned to me in the stamped, self addressed envelope?

If you have any questions, please do not hesitate to contact me.

Kindest regards.

Yours very truly

Maurice G. Walton

MGW:jeb
Enclosures
cc: Mr. Tom Ward

Ms. Nancy Alana, Principal
Nettie Baccus Elementary School

Mr. James L. Anthony
Assistant Attorney General of State of Texas

NO. 5265

ESTATE OF	§	IN THE COUNTY COURT
SHERYL JAN ROBERTSON,	§	OF
DECEASED	§	HOOD COUNTY, TEXAS

RECEIPT AND RELEASE

The undersigned hereby acknowledges receipt of the following, in full and complete satisfaction of that portion of this Estate to which the undersigned is entitled:

Check number 42 in the amount of $2,500.00.

This receipt is also (i) an acknowledgment that the Independent Executor has fully and properly discharged his duties as Independent Executor, and (ii) a RELEASE and DISCHARGE of the Estate and all persons acting for or on behalf of the Estate arising from the administration of the Estate and with respect to any and all claims or demands which the undersigned may have with respect to the Estate or any of its assets.

DATED this _____ day of _____, 2003.

GRANBURY INDEPENDENT SCHOOL DISTRICT

By:_____
Mickey Shearon, President of the Board

STATE OF TEXAS §

COUNTY OF HOOD §

This instrument was acknowledged before me on the _____ day of _____, 2003, by Mickey Shearon, President of the Board of Granbury Independent School District, on behalf of said corporation.

_____
Notary Public, State of Texas

NO. 5265

ESTATE OF	§	IN THE COUNTY COURT
SHERYL JAN ROBERTSON,	§	OF
DECEASED	§	HOOD COUNTY, TEXAS

RECEIPT AND RELEASE

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DATED this _____ day of _____, 2003.

GRANBURY INDEPENDENT SCHOOL DISTRICT

By:_____
Mickey Shearon, President of the Board

STATE OF TEXAS §

COUNTY OF HOOD §

This instrument was acknowledged before me on the _____ day of _____, 2003, by Mickey Shearon, President of the Board of Granbury Independent School District, on behalf of said corporation.

_____
Notary Public, State of Texas