Regular

Monday, February 23, 2004 6:00 PM
Granbury ISD Board Room, 600 West Pearl St., Granbury, TX 76048, W Pearl St, Granbury, TX 76048

1. **Call to order**
2. **Convene in closed session under the Texas Open Meetings Act, Texas Government Codes, Chapter 551.074 - personnel matters and 551.072 purchase, exchange, lease or value of real property**

a. Appointments, leaves and resignations
b. Revise Superintendent Evaluation

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. Recognition
b. Financial statements for period ending November 30, 2003
c. Financial statements for period ending December 31, 2003
d. Decmeber 31, 2003 investment report

7. **Public comments/audience participation**
8. **Board members special reports**
9. **Consent agenda items:**

a. Consider minutes of the February 9, 2004 regular called board meeting
b. Consider office/administration furniture bid no. 2002-04 - renewal
c. Consider tag dump trailer bid no. 2004-05

10. **Consider calling May 15, 2004 school board election for the purpose of filling places 5, 6 and 7**
11. **Personnel**

a. Consider appointments, leaves and resignations

12. **Adjourn**

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: December 15, 2003
For: Information

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: December 9, 2003
RE: 11/30/03 Financial Statements

SUMMARY:

Attached are the financial statements for the period ended November 30, 2003 for the general operating fund.

The statements for the period ended November 30, 2003 include only those transactions that occurred between the period of September 1, 2003 and November, 2003. Revenue collected to date equal 12.72% of the budgeted amount compared to 19.68% last year. Expenditures to date represent 25.6% of the budget compared to 25.54% last year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Emmett Whitefield

Date Submitted: February 13, 2004

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED NOVEMBER 30, 2003

	ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT
REVENUES				
5700 LOCAL SOURCES	34,526,324	1,920,551	32,605,773	5.56%
5800 STATE SOURCES	7,755,446	3,442,361	4,313,085	44.39%
5900 FEDERAL SOURCES	201,000	39,984	161,016	19.89%
TOTAL REVENUES	**42,482,770**	**5,402,897**	**37,079,874**	**12.72%**
EXPENDITURES				
6100 PAYROLL COSTS	32,157,099	7,761,121	24,395,978	24.14%
6200 PROFESSIONAL & CONTRACTED SERVICES	3,614,094	1,112,595	2,501,500	30.78%
6300 SUPPLIES/MATERIALS	2,489,780	672,797	1,816,984	27.02%
6400 OTHER OPERATING	1,025,765	545,955	479,810	53.22%
6500 DEBT SERVICE	0	0	0	#DIV/0!
6600 CAPITAL OUTLAY	2,492,044	600,815	1,891,229	24.11%
TOTAL EXPENDITURES	**41,778,783**	**10,693,283**	**31,085,500**	**25.60%**
OTHER SOURCES AND USES				
7900 OTHER RESOURCES	0	0	0	0.00%
8900 OTHER USES	0	0	0	0.00%
OTHER SOURCES(USES)	**0**	**0**	**0**	**0.00%**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**703,987**	**(5,290,387)**	**5,994,373**	

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND - SORTED BY FUNCTION CODE
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED NOVEMBER 30, 2003

		ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT	PRIOR YTD PERCENT
REVENUES						
5700	LOCAL					
	PROPERTY TAXES	33,550,000	1,692,176	31,857,824	5.04%	7.95%
	INVESTMENT INCOME	275,000	34,675	240,325	12.61%	16.98%
	OTHER LOCAL INCOME	701,324	193,700	507,624	27.62%	29.24%
5800	STATE					
	STATE FUNDING	7,755,446	3,442,361	4,313,085	44.39%	53.57%
5900	FEDERAL					
	FEDERAL PROJECTS	201,000	39,984	161,016	19.89%	32.46%
	TOTAL REVENUES	**42,482,770**	**5,402,896**	**37,079,874**	**12.72%**	**19.68%**
EXPENDITURES						
11	INSTRUCTION	22,612,686	5,542,683	17,070,003	24.51%	24.10%
12	INSTRUCTIONAL RESOURCES & MEDIA	1,570,492	553,501	1,016,991	35.24%	25.71%
13	CURRICULUM & STAFF DEVELOPMENT	605,006	127,759	477,248	21.12%	23.44%
21	INSTRUCTIONAL LEADERSHIP	438,421	106,097	332,324	24.20%	16.60%
23	SCHOOL LEADERSHIP	2,377,945	582,550	1,795,396	24.50%	24.39%
31	GUIDANCE/COUNSELING	1,378,229	340,916	1,037,313	24.74%	26.19%
33	HEALTH SERVICES	312,069	69,530	242,539	22.28%	21.99%
34	TRANSPORTATION	1,925,022	547,363	1,377,659	28.43%	28.32%
36	CO-CURRICULAR/EXTRACURRICULAR	1,379,684	353,898	1,025,785	25.65%	30.60%
41	GENERAL ADMINISTRATION	2,020,439	380,884	1,639,555	18.85%	26.83%
51	PLANT MAINTENANCE	5,631,169	1,694,073	3,937,096	30.08%	25.67%
52	SECURITY & MONITORING SERVICES	251,270	38,306	212,964	15.24%	23.88%
53	DATA PROCESSING	62,500	23,315	39,185	37.30%	10.55%
61	COMMUNITY EDUCATION	120,878	18,355	102,522	15.19%	17.54%
71	DEBT SERVICE	0	0	0	#DIV/0!	
81	FACILITIES CONSTRUCTION & ACQUISITION	1,092,973	314,053	778,920	28.73%	73.88%
93	PAYMENTS TO FISCAL AGENT					
	TOTAL EXPENDITURES	**41,778,783**	**10,693,283**	**31,085,500**	**25.60%**	**25.54%**
	OTHER SOURCES (USES)	0	0	0	0.00%	0.00%
	EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	**703,987**	**(5,290,387)**	**5,994,373**		

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: December 15, 2003
For: Information

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: December 9, 2003
RE: 12/31/03 Financial Statements

SUMMARY:

Attached are the financial statements for the period ended December 31, 2003 for the general operating fund.

The statements for the period ended December 31, 2003 include only those transactions that occurred between the period of September 1, 2003 and December, 2003. Revenue collected to date equal 26.69% of the budgeted amount compared to 32.46% last year. Expenditures to date represent 33.4% of the budget compared to 33.33% last year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Emmett Whitefield

Date Submitted: February 13, 2004

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED DECEMBER 31, 2003

	ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT
REVENUES				
5700 LOCAL SOURCES	34,535,887	7,756,956	26,778,931	22.46%
5800 STATE SOURCES	7,755,446	3,527,524	4,227,922	45.48%
5900 FEDERAL SOURCES	201,000	56,659	144,341	28.19%
TOTAL REVENUES	**42,492,333**	**11,341,140**	**31,151,194**	**26.69%**
EXPENDITURES				
6100 PAYROLL COSTS	32,139,099	10,182,723	21,956,376	31.68%
6200 PROFESSIONAL & CONTRACTED SERVICES	3,616,711	1,474,421	2,142,290	40.77%
6300 SUPPLIES/MATERIALS	2,491,731	861,271	1,630,460	34.57%
6400 OTHER OPERATING	1,055,569	587,720	467,850	55.68%
6500 DEBT SERVICE	0	0	0	#DIV/0!
6600 CAPITAL OUTLAY	2,526,577	865,634	1,660,942	34.26%
TOTAL EXPENDITURES	**41,829,688**	**13,971,770**	**27,857,918**	**33.40%**
OTHER SOURCES AND USES				
7900 OTHER RESOURCES	0	0	0	0.00%
8900 OTHER USES	0	0	0	0.00%
OTHER SOURCES(USES)	**0**	**0**	**0**	**0.00%**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**662,645**	**(2,630,631)**	**3,293,276**	

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND - SORTED BY FUNCTION CODE
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED DECEMBER 31, 2003

		ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT	PRIOR YTD PERCENT
REVENUES						
5700	LOCAL					
	PROPERTY TAXES	33,550,000	7,482,511	26,067,489	22.30%	25.10%
	INVESTMENT INCOME	275,000	44,087	230,913	16.03%	21.14%
	OTHER LOCAL INCOME	710,887	230,358	480,529	32.40%	32.70%
5800	STATE					
	STATE FUNDING	7,755,446	3,527,524	4,227,922	45.48%	54.53%
5900	FEDERAL					
	FEDERAL PROJECTS	201,000	56,659	144,341	28.19%	34.76%
	TOTAL REVENUES	**42,492,333**	**11,341,139**	**31,151,194**	**26.69%**	**32.46%**
EXPENDITURES						
11	INSTRUCTION	22,646,231	7,231,616	15,414,615	31.93%	32.22%
12	INSTRUCTIONAL RESOURCES & MEDIA	1,587,540	708,395	879,145	44.62%	33.22%
13	CURRICULUM & STAFF DEVELOPMENT	605,258	163,305	441,953	26.98%	28.79%
21	INSTRUCTIONAL LEADERSHIP	438,221	137,709	300,512	31.42%	22.01%
23	SCHOOL LEADERSHIP	2,379,019	761,136	1,617,883	31.99%	31.95%
31	GUIDANCE/COUNSELING	1,378,229	444,822	933,407	32.27%	33.95%
33	HEALTH SERVICES	311,869	88,741	223,128	28.45%	28.97%
34	TRANSPORTATION	1,927,601	702,233	1,225,368	36.43%	35.84%
36	CO-CURRICULAR/EXTRACURRICULAR	1,379,084	469,553	909,531	34.05%	37.44%
41	GENERAL ADMINISTRATION	2,020,439	621,629	1,398,810	30.77%	38.29%
51	PLANT MAINTENANCE	5,620,609	2,106,488	3,514,121	37.48%	32.48%
52	SECURITY & MONITORING SERVICES	262,237	168,055	94,182	64.09%	30.90%
53	DATA PROCESSING	62,500	23,315	39,185	37.30%	10.55%
61	COMMUNITY EDUCATION	117,878	28,219	89,659	23.94%	25.69%
71	DEBT SERVICE	0	0	0	#DIV/0!	
81	FACILITIES CONSTRUCTION & ACQUISITION	1,092,973	316,553	776,420	28.96%	76.28%
93	PAYMENTS TO FISCAL AGENT					
	TOTAL EXPENDITURES	**41,829,688**	**13,971,770**	**27,857,918**	**33.40%**	**33.33%**
	OTHER SOURCES (USES)	0	0	0	0.00%	0.00%
	EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	**662,645**	**(2,630,631)**	**3,293,276**		

GRANBURY
INDEPENDENT SCHOOL DISTRICT

Sharay Boynton
Executive
Director of Finance

600 W Bridge Street • Granbury, Texas 76048 • Phone (817) 408-4015 • Fax (817) 408-4033
sharay_boynton@granbury.k12.tx.us

February 13, 2004

Granbury Independent School District Board of Trustees:

The Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) requires the investment officer of each local government to submit to its governing body a report, not less than quarterly, of investment transactions.

The **Portfolio Summary Report** identifies all areas that are required to be reported to the governing body. The report summarized the information for all six groups of funds that the District invests funds. The report shows that all six funds are being invested at a higher rate than the average benchmark yield. The benchmark used is the 90-day T-Bill.

The total book value of investments held by the District on December 31, 2003 was $15,964,780. The General Fund holds the majority of the investments.

The District invested in the pools and the interest bearing checking accounts during the last quarter. At this time, the pools and the interest bearing checking accounts are generating a larger yield than that of Texas Term and the Treasuries and Agencies. At such a time as the yield is higher for Texas Term or the Treasuries and Agencies, funds will be reallocated to take advantage of the higher yield. Throughout most of last quarter, TEXPOOL maintained a higher yield than both Logic and TASB-Lone Star. The interest yield on the checking accounts was higher than TEXPOOL. However, due to collateral and diversity issues, funds are invested in both the pools and the bank.

Funds are invested to yield the highest return and security at the time of investment or withdrawal. Graphs showing the percentage breakdown of investments as well as transactions for all funds are attached for your review.

The information presented above and the attached are submitted to you as the quarterly report of investment transactions for Granbury Independent School District.

William Harris
Superintendent

Sharay S. Boynton, CPA
Executive Director of Finance

PORTFOLIO SUMMARY REPORT
PERIOD ENDING 12/31/03

GRANBURY ISD – GENERAL OPERATING INVESTMENT FUNDS

Beginning Book Value	$10,748,549
Beginning Market Value	$10,748,549
WAM at Beginning of Period	1 Days
Change to Market Value	$ 0
Ending Book Value	$10,748,549
Ending Market Value	$10,748,549
Gain/Loss	$ 0
WAM at Ending Date	1 Days
Period Yield to Maturity	1.13%
Period Average Benchmark Yield	.92%

GRANBURY ISD – FOOD SERVICE INVESTMENT FUNDS

Beginning Book Value	$ 454,652
Beginning Market Value	$ 454,652
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 454,652
Ending Market Value	$ 454,652
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	1.58%
Period Average Benchmark Yield	.92%

GRANBURY ISD – SCHOLARSHIP/TRUST INVESTMENT FUNDS

Beginning Book Value	$ 69,135
Beginning Market Value	$ 69,135
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 69,135
Ending Market Value	$ 69,135
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	2.25%
Period Average Benchmark Yield	.92%

GRANBURY ISD – DEBT SERVICE INVESTMENT FUNDS

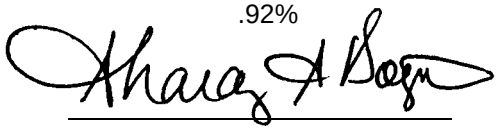
Beginning Book Value	$ 3,584,784
Beginning Market Value	$ 3,584,784
WAM at Beginning of Period	1 Days
Change to Market Value	$ 0
Ending Book Value	$ 3,584,784
Ending Market Value	$ 3,584,784
Gain/Loss	$ 0
WAM at Ending Date	1 Days
Period Yield to Maturity	1.05%
Period Average Benchmark Yield	.92%

GRANBURY ISD – BUILDING FUND INVESTMENT FUNDS

Beginning Book Value	$ 359,945
Beginning Market Value	$ 359,945
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 359,945
Ending Market Value	$ 359,945
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	1.29%
Period Average Benchmark Yield	.92%

GRANBURY ISD –SELF INSURANCE INVESTMENT FUNDS

Beginning Book Value	$ 747,715
Beginning Market Value	$ 747,715
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 747,715
Ending Market Value	$ 747,715
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	1.52%
Period Average Benchmark Yield	.92%

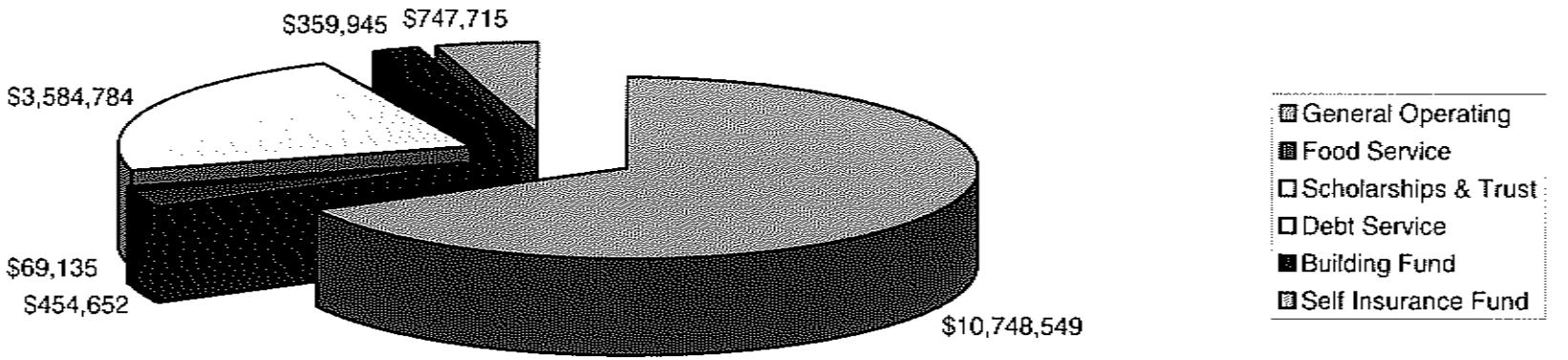
Prepared by: Finance Director 

Superintendent _____

GRANBURY INDEPENDENT SCHOOL DISTRICT
STATEMENT OF POSITION - BY FUND
QUARTER ENDED DECEMBER 31, 2003

FUND	CHECKING	LOCAL GOV'T INVESTMENT COOP (LOGIC)	LONE STAR INVESTMENT POOL	TEXPOOL INVESTMENT POOL	TEXAS TERM DAILY		TOTAL BY FUND
General Operating	$774,174	$2,692,007	$59,739	$7,222,628			$10,748,549
Food Service	$204,538	$250,114					$454,652
Scholarships & Trust	$69,135						$69,135
Debt Service	$18,109	$1,360,003	$6,249	$2,200,423			$3,584,784
Building Fund	$72,244	$23		$287,678			$359,945
Self Insurance Fund	$294,415	$250,114		$203,186			$747,715
Total by Type	$1,432,616	$4,552,261	$65,988	$9,913,915	$0		$ 15,964,780

Granbury ISD Statement by Position - By Fund



GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED DECEMBER 31, 2003

GENERAL OPERATING FUND:

Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							2,886,870	2,886,869
10/24/2003	1,200,000	Pool	Open			1,200,000	(1,200,000)	(1,200,000)
10/31/2003	2,190	Pool	Open	2,190	2,190		2,190	2,190
11/30/2003	1,406	Pool	Open	1,406	1,406		1,406	1,406
12/16/2003	1,000,000	Pool	Open	1,000,000	1,000,000		1,000,000	1,000,000
12/17/2003	1,000,000	Pool	Open	1,000,000		1,000,000	(1,000,000)	(1,000,000)
12/31/2003	1,000,000	Pool	Open	1,000,000	1,000,000		1,000,000	1,000,000
12/31/2003	1,541	Pool	Open	1,541	1,541		1,541	1,541
							2,692,007	2,692,006

GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED DECEMBER 31, 2003

GENERAL OPERATING FUND:

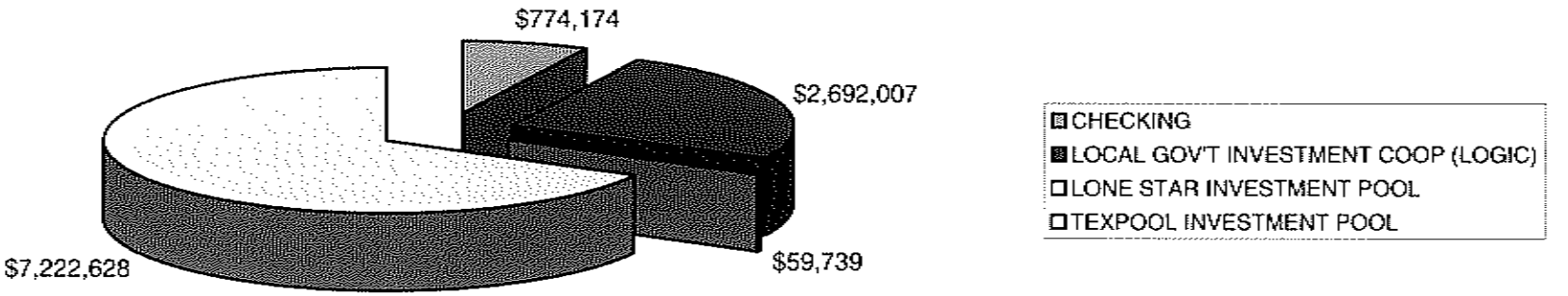
Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							59,593	59,593
10/31/2003	49	Pool	Open	49	49		49	49
11/28/2003	48	Pool	Open	48	48		48	48
12/31/2003	49	Pool	Open	49	49		49	49
							-	-
							-	-
							59,739	59,739

GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED DECEMBER 31, 2003

GENERAL OPERATING FUND:

Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							7,255,580	7,255,580
10/31/2003	6,108	Pool	Open	6,108	6,108		6,108	6,108
10/31/2003	241	Pool	Open	241	241		241	241
11/24/2003	1,500,000	Pool	Open			1,500,000	(1,500,000)	(1,500,000)
11/30/2003	5,682	Pool	Open	5,682	5,682		5,682	5,682
11/30/2003	234	Pool	Open	234	234		234	234
12/15/2003	500,000	Pool	Open	500,000	500,000		500,000	500,000
12/18/2003	1,500,000	Pool	Open			1,500,000	(1,500,000)	(1,500,000)
12/30/2003	950,000	Pool	Open	950,000	950,000		950,000	950,000
12/30/2003	1,500,000	Pool	Open	1,500,000	1,500,000		1,500,000	1,500,000
12/31/2003	4,542	Pool	Open	4,542	4,542		4,542	4,542
12/31/2003	242	Pool	Open	242	242		242	242
							7,222,628	7,222,628

Granbury ISD - Statement of Position - General Operating



GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED DECEMBER 31, 2003

DEBT SERVICE FUND:

Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							608,274	608,274
10/31/2003	517	Pool	Open	517	517		517	517
11/30/2003	507	Pool	Open	507	507		507	507
12/16/2003	350,000	Pool	Open	350,000	350,000		350,000	350,000
12/31/2003	400,000	Pool	Open	400,000	400,000		400,000	400,000
12/31/2003	706	Pool	Open	706	706		706	706
							-	-
							1,360,003	1,360,003

GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED DECEMBER 31, 2003

DEBT SERVICE FUND:

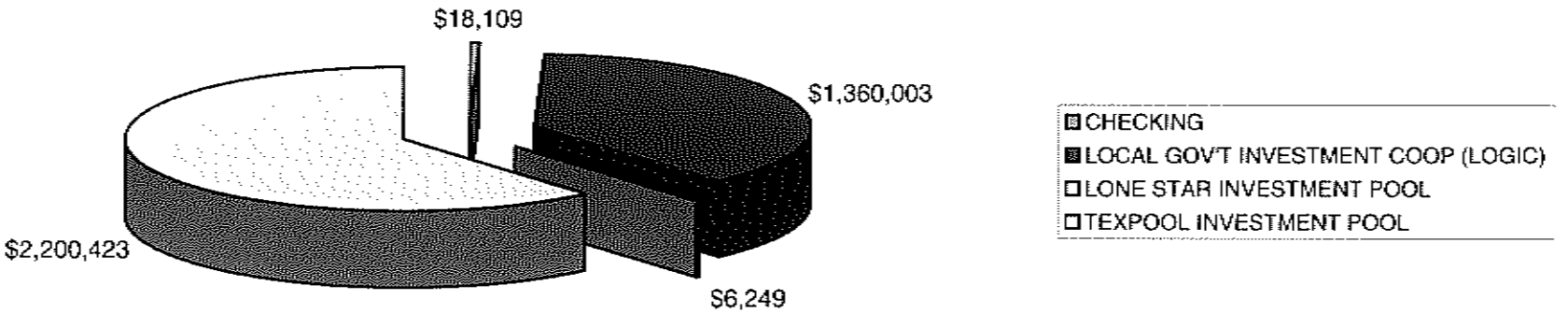
Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							6,233	6,233
10/31/2003	5	Pool	Open	5	5		5	5
11/28/2003	5	Pool	Open	5	5		5	5
12/31/2003	5	Pool	Open	5	5		5	5
							-	-
							6,249	6,249

GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED DECEMBER 31, 2003

DEBT SERVICE FUND:

Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							796,835	796,835
10/31/2003	697	Pool	Open	697	697		697	697
11/20/2003	1,300,000	Pool	Open	1,300,000	1,300,000		1,300,000	1,300,000
11/30/2003	1,045	Pool	Open	1,045	1,045		1,045	1,045
12/30/2003	100,000	Pool	Open	100,000	100,000		100,000	100,000
12/31/2003	1,846	Pool	Open	1,846	1,846		1,846	1,846
							-	-
							2,200,423	2,200,423

Granbury ISD - Statement of Position - Debt Service



GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED DECEMBER 31, 2003

BUILDING FUND:

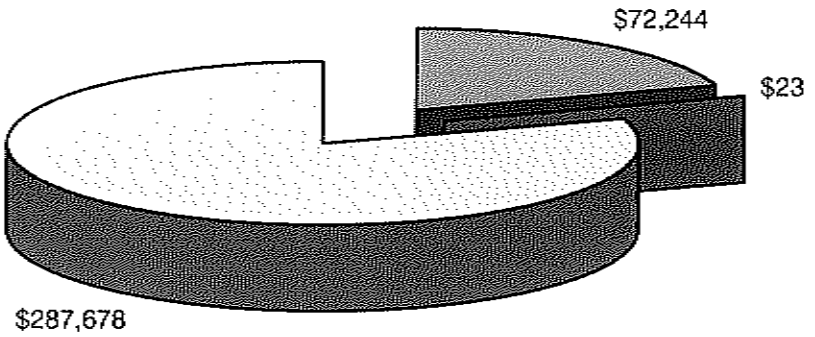
Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							32,194	32,194
10/27/2003	32,194	Pool	Open			32,194	(32,194)	(32,194)
10/31/2003	23	Pool	Open	23	23		23	23
11/30/2003	0	Pool	Open	0	0		0	0
12/31/2003	0	Pool	Open	0	0		0	0
							-	-
							-	-
							23	23

GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED DECEMBER 31, 2003

BUILDING FUND:

Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							536,748	536,748
10/24/2003	250,000	Pool	Open			250,000	(250,000)	(250,000)
10/31/2003	434	Pool	Open	434	434		434	434
11/30/2003	244	Pool	Open	244	244		244	244
12/31/2003	252	Pool	Open	252	252		252	252
							-	-
							-	-
							-	-
							287,678	287,678

Granbury ISD - Statement of Position - Building Fund



GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED SEPTEMBER 30, 2003

SELF INSURANCE FUND:

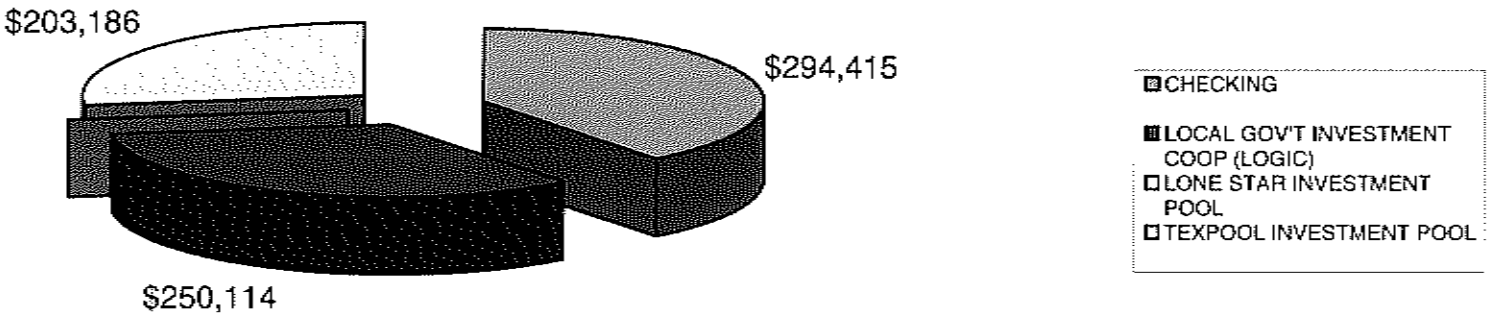
Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							-	-
12/16/2003	250,000	Pool	Open	250,000	250,000		250,000	250,000
12/31/2003	114	Pool	Open	114	114		114	114
							-	-
							-	-
							-	-
							-	-
							250,114	250,114

GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED SEPTEMBER 30, 2003

SELF INSURANCE FUND:

Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							202,658	202,658
10/31/2003	177	Pool	Open	177	177		177	177
11/30/2003	172	Pool	Open	172	172		172	172
12/31/2003	178	Pool	Open	178	178		178	178
							-	-
							-	-
							-	-
							203,186	203,186

Self Insurance Fund

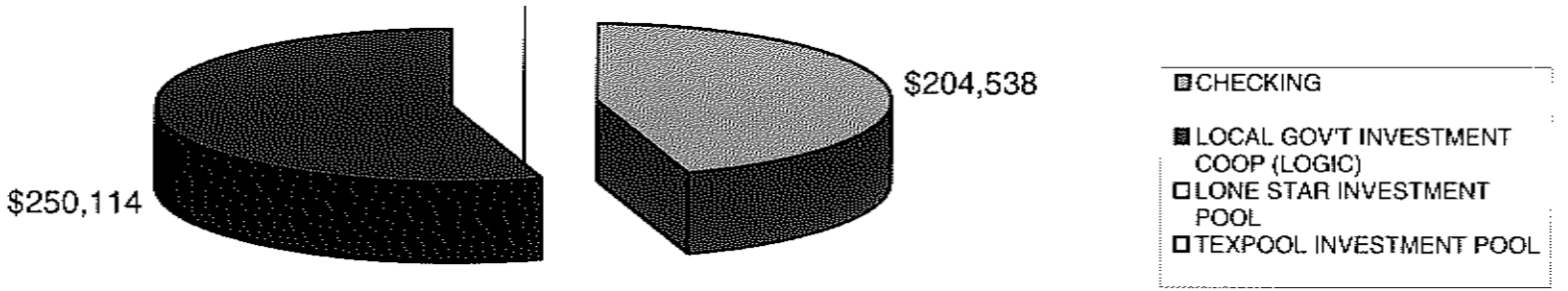


GRANBURY INDEPENDENT SCHOOL DISTRICT
SUMMARY OF INVESTMENT ACTIVITY - BY FUND
QUARTER ENDED SEPTEMBER 30, 2003

FOOD SERVICE FUND:

Purchase Date	Purchase Price	Type of Investment	Maturity Date	Maturity Value	Purchases	Maturities	Ending Par Value	Ending Book Value
10/1/2003							-	-
12/16/2003	250,000	Pool	Open	250,000	250,000		250,000	250,000
12/31/2003	114	Pool	Open	114	114		114	114
							-	-
							-	-
							-	-
							-	-
							250,114	250,114

Granbury ISD Statement of Position - Food Service Fund



GRANBURY ISD
BOARD OF TRUSTEES
OFFICIAL REGULAR MEETING
MINUTES
February 9, 2004

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, February 9, 2004 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

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

Board Members Absent

None

School Officials Present

William Harris, Superintendent
Jan Van Dorn, Assistant Superintendent
Sharay Boynton, Executive Director of Finance
Troy Green, Executive Director of Human Resource
Judy Duncan, Recording Secretary

Others Present

School Employees
Media
Community Members

Meeting Called to Order

President, Micky Shearon, called the meeting to order at 6:00 p.m.

Convened in Closed Session

The Board of Trustees convened in closed session at 6:02 p.m. under the Texas Open Meetings Act, Texas Government Codes, Chapter 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 7:13 p.m. Christy Robins, Associate Pastor of First United Methodist Church led the invocation and Micky Shearon led the pledge to the U.S. Flag and the Texas Flag.

Superintendent Harris announced the purchase of the First United Methodist Church property by Granbury ISD. Harris stated that the church accepted an offer from Granbury ISD to purchase the approximately 3.38 acres of property for $2,298,000.00. Harris also reported that the financing to purchase the property would come from the GISD fund balance. The fund balance from last year was $12,040,558 (28.72%). With the land purchase, the projected fund balance will be approximately $9,851,072 (23.50%), which remains fiscally healthy. FUMC will continue to use the property for a period of at least 24 months from the contract's signing date. FUMC will continue to be responsible for all maintenance, utilities and insurance associated with normal use. FUMC will lease the facilities from GISD at a monthly charge of $2,000.00 for 24 months. GISD will post legal claim to purchasing the property for 90 days as required by education code. The church facilities will become the central administration complex for GISD. Harris also stated that two board members that are members of the church, Jerry Campbell and Gene Ellis abstained from voting when recommendation was presented to them at a church meeting. Harris also stated that initial negotiations with the church began prior to the GISD board members becoming involved.

Superintendent's Report

Recognitions – Granbury High School Academic Decathlon students, Bonnie Bright, Bryce Pearcy, Bobby Carroll, Taylor Ray, Justin Matthews, Andrea Sutton, Elizabeth Staples and Erin Cummings were recognized. Members of this Academic Decathlon team placed 3rd at the Region VIII meet held on January 30 – 31, 2004 at Weatherford High School. The team sponsor is Kerek Hogg.

Superintendent Harris recognized Baccus Principal, Nancy Alana for being named the Effective Schools Project Administrator of the year.

Harris reviewed the energy report presented by Larry Anderson. Harris reported that the energy cost avoidance for Granbury ISD for the year to date December 2003 is $323,021 or 23.05%. The total cost avoidance for July 1995 – December 2003 is $2,021,660 with 23.6% saved.

Superintendent Harris presented Larry Anderson with a plaque received by the district from Claims Administrative Services, Inc. for outstanding achievement in employee safety, occupational accident prevention and loss control during the 2002-03 school year. Granbury ISD is recognized as a Gold Performer with claims of 50% of established loss fund or less and significant savings in the district of $218,787 based on reserves as of August 31, 2003.

Sharon Whitefield, Director of Curriculum updated the board on the Curriculum Management System (EDSoft) program being used by the district. Whitefield noted some of the accomplishments to date are: scope and sequence for all core content areas PK-12; allowing for integration of content areas; and tying district adopted textbooks and district supported strategies (NJWPT, Kagan, Thinking Maps) to TEKS.

The board was given a copy of the Education Service Center XI Board of Directors election schedule as an information item only.

The board was given a copy of a board meeting/board workshop calendar for their information. This calendar will be made available on the Board Data Book and will be updated as needed.

Public Comments

None

Board Members Special Reports

Jerry Campbell stated that Estelle Cherry, a retired teacher, passed away. Ms. Cherry was 100 years old at the time of her death. Campbell also announced the death of a GISD employee, Michael Dickerson. Campbell stated that filing for school board candidacy begins Monday, February 16, 2004 and Campbell also stated that he would be running for reelection.

Mark Graves congratulated all the students who competed in the District Science Fair. Graves also thanked the local entities that provided scholarships for students.

Micky Shearon announced that several board members would be traveling to Corpus Christi on Wednesday, February 11, 2004 to participate in the Winter Governance Seminar. Shearon also stated that the board members will be one of the presenters at the conference.

Consent Agenda

A request was made to pull consent agenda items "E" and "H" for separate vote.

A motion was made by Charlie Cloud and seconded by Gene Ellis to approve consent agenda items A - I with the exception of items "E" and "H", which will be voted on separately. **MOTION CARRIED** Yes 7 - Noe 0. The consent agenda items approved are: (a) minutes of the January 17, 2004 special called board meeting and January 19, 2004 regular board meeting; (b) budget amendments; (c) disposal of surplus furniture and equipment; (d) sale of Meridian phone system; (f) stadium renovations CSP 2003-43; (g) ¾ tone pick up trucks bid no. 2003-40 and (i) 47 passenger bus bid no. 2004-02.

A motion was made by Jerry Campbell and seconded by Charlie Cloud to approve the resolution authorizing sale of land struck off/deeded to Hood County, Granbury ISD and the City of Granbury as presented. **MOTION CARRIED** Yes 7 – Noe 0

A motion was made by Charlie Cloud and seconded by Mark Graves to amend the recommended bid proposal from Longhorn Bus to purchase the 71 passenger bus, with video system and air conditioning rather than the 71 passenger bus, with video system and no air conditioning. **MOTION CARRIED** Yes 7 – Noe 0

A motion was made by Brad Johnson and seconded by Charlie Cloud to amend policy FNAB (LOCAL) to allow a limited open forum for students in the elementary/intermediate grades rather than only the secondary grades as currently stated in the policy. **MOTION CARRIED** Yes 7 – Noe 0

A motion was made by Gene Ellis and seconded by Brian Condit for the school district to contract with the County Clerk's office for the May 15, 2004 school board elections. **MOTION CARRIED.** Yes 7 – Noe 0

A board facility workshop was scheduled for March 4, 2004 at 6:30 p.m.

Personnel

A motion was made by Brad Johnson and seconded by Mark Graves to approve the contract recommendations as presented. **MOTION CARRIED** Yes 7 - Noe 0

A motion was made by Gene Ellis and seconded by Charlie Cloud to approve the appointment of Amy Wood as Instructional Technology Coordinator. **MOTION CARRIED** Yes 7 – Noe 0

A motion was made by Gene Ellis and seconded by Charlie Cloud to approve the appointment of Anthonus Potappel as Director of Technology. **MOTION CARRIED** Yes 7 – Noe 0

Adjournment

There being no further business, the meeting was adjourned at 8:49 p.m.

Micky Shearon, President

J. Mark Graves, Secretary

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: February 23, 2004
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton, Finance Director
DATE: February 13, 2004
RE: Office & Administrative Furniture
Bid No. 2002-04 - Renewal

SUMMARY:

A bid was let to provide a vendor to supply office and administrative furniture in February 2002. The district standardized with the Hon furniture line for reasons of durability and to match existing furniture already in place in the district. Vendors were asked to quote a percentage discount off different series in the Hon furniture line. A summation of the process and outcome as well as a copy of the tabulation is attached for your review. The Board awarded this bid to Martin's Office Supply April, 2002. The proposal included a renewal clause allowing GISD and the awarded vendor the option to extend the award for an additional year if agreed to by both parties. This is the last renewal available for this bid. It was felt that it would be in the best interest of the District to exercise this option and Mr. Bill Martin of Martin's Office Supply has signed a form agreeing to the extension as well. A copy is attached for your review.

The following is the recommendation of Mrs. Debbie Johnson and myself.

RECOMMENDATION:

It is recommended that the Board renew the award of Bid no. 2002-04, Office & Administrative Furniture to Martin's Office Supply to March 31, 2005.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Sharay Boynton

Date Submitted: February 13, 2004

BID FOR BOARD APPROVAL

Board Meeting Date: April 8, 2002 **Bid Number:** 2002-04

1. **Item, material or service (specific or classification):** Office and Administrative Furniture

2. **Brief description:** A bid was let to provide a vendor to supply office and administrative furniture. The district has standardized with the Hon furniture line for reasons of durability and to match existing furniture already in place in the district. Vendors were asked to quote a percentage discount off different series in the Hon furniture line.

3. **Period of time bid covers:** From written notification of award through March 31, 2003

4. **Person and title responsible for the expenditure:**

   Campus level – campus principal
   Department level – department head

5. **Number of bids sent to vendors:** 18

6. **Number of bids received from vendors:** 7 (includes 4 no bids)

7. **Listing of recommended vendors and total prices:** It is recommended award be made to Martin's Office Supply. This vendor has no minimum order amount on installation or shipping and handling. Service provided on other contracts by this vendor has been excellent. Since purchases will be made on an "as needed" basis the total amount to be spent under this bid cannot be identified.

8. **Explanation of other than low recommendations:** Plano Office Supply quoted the largest percentage discount however, they have a minimum order amount on delivery and installation. This company was contacted regarding cost to deliver for orders that fall under the minimum amount. Ken Miller said charges would be based on the number of men to make the delivery. If it was a one-man job the cost would be approximately $82.50 (or $27.50 per hour based on 3 hours). If it were a two-man job the cost would be $165 (based on two men at $27.50 per hour). Since the district does not have a central receiving warehouse, orders could not be combined from various campuses to meet the minimum order amounts.

9. **Last bid date (bid of comparable nature within last 5 years):** This is the first bid of this type.

10. **Percentage increase or decrease from last bid**: N/A

11. **Budget information:** Funds for these purchases will be budgeted for each campus under object code 6644.

Sharay S. Boynton
Executive Director of Finance

Dale Taylor
Assistant Superintendent

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: February 23, 2004
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: February 13, 2004
RE: Tag Dump Trailer - Bid No. 2004-05

SUMMARY:

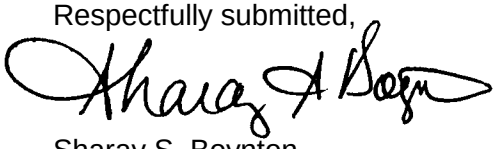
The maintenance department anticipates purchasing one tag dump trailer to be used by their department. Specifications were developed and bids were let in January 2004. Responses were received February 10, 2004. A copy of the tabulation is attached for your review.

There were two vendors that responded. The Maintenance Director reviewed the responses. The following is the recommendation of Mr. Larry Gehrke, Maintenance Director.

RECOMMENDATION:

It is recommended that the District accept the bid from Best Yet Trailer.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Larry Gehrke

Date Submitted: February 16, 2004

BID FOR BOARD APPROVAL

Board Meeting Date: February 23, 2004 **Bid Number**: 2004-05

1. **Item, material or service (specific or classification):** Tag Dump Trailer

2. **Brief description:** A bid was let for the purchase of one tag dump trailer to be used by the Maintenance Department.

3. **Period of time bid covers:** N/A – One time purchase

4. **Person and title responsible for the expenditure:** Larry Gehrke - Maintenance Director

5. **Number of bids sent to vendors:** 8

6. **Number of bids received from vendors:** 2

7. **Listing of recommended vendors and total prices:** It is recommended award be made to
Best Yet Trailer for a total expenditure of $5,915.00.

8. **Explanation of other than low recommendations:** N/A

9. **Last bid date (bid of comparable nature within last 5 years):** N/A

10. **Percentage increase or decrease from last bid:** N/A

11. **Budget information:** Funds for the purchase of this trailer were budgeted under account code
199.51.6639.00.951.4.99.0.50.

12. **Other comments:** N/A

Sharay S. Boynton
Executive Director of Finance

Granbury
Independent School District

William Harris
Superintendent

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**February 23, 2004**
Action:	**Approval**

SUMMARY:

An election for the purpose of electing candidates to fill Places 5, 6 and 7 for Board of Trustees for the Granbury Independent School District will be held on Saturday, May 15, 2004. Early voting by personal appearance will be conducted each weekday at the County Clerk's Office, Granbury Courthouse, Granbury, Texas between the hours of 8:00 a.m. and 5:00 p.m. beginning April 28, 2004 and ending May 11, 2004.

RECOMMENDATION:

I recommend that the Board call the election of May 15, 2004 for the purpose of electing candidates to fill places 5, 6 and 7 for Board of Trustee for the Granbury Independent School District.

Respectfully submitted,

William Harris

William Harris
Superintendent

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william_harris@granbury.k12.tx.us
www.granbury.k12.tx.us