# Regular

Monday, May 24, 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 and retirements
   b. Consider appointment of GHS principal
3. **Reconvene in open session at 7:00 p.m.**
4. **Invocation**
5. **Pledges - U.S. Flag & Texas Flag**
6. **Superintendent's Report - Goals 1, 2, 3, 6, 7**
   a. Lamar Awards
   b. Student recognition
   c. 2004-05 transportation pick-up and drop-off information
   d. Standard and Poor's underlying rating (school bonds)
   e. Financial statements for period ending April 30, 2004
   f. Investment report for period ending March 31,2004
   g. Preliminary TAKS test scores
7. **Board members special reports**
   a. Charlie Cloud - July 4th parade participation by GISD Board of Trustees
8. **Consent agenda items - Goals 2, 3, 5**
   a. Consider minutes of the April 27, 2004 special board meeting and May 3, 2004 regular called board meeting
   b. Consider budget amendments
   c. Consider disposal of school buses
   d. Consider instructional supplies career & tech bid no. 2004-11
   e. Consider computer and copy paper bid no. 2004-13
9. **Consider approval of agreement of purchase and sell of property**
10. **Consider approval of interlocal agreement with Hood County**
11. **Consider approval of interlocal cooperation agreement between the City of Granbury and Granbury ISD**
12. **Public comments/audience participation**
13. **Personnel - Goal 6**
    a. Consider appointments and retirements
    b. Consider appointment of GHS principal
14. **Canvass May 15, 2004 board election**
15. **Administer Oath of Office to newly elected trustees**
16. **Elect board officers for 2004-2005**
17. **Adjourn**

Granbury
Independent School District
• 500 N Hannaford • Granbury, Texas 76048 • Phone (817) 408-4150 • Fax (817) 408-4169

May 17, 2004

**STUDENT LABEL**

Dear Parent or Guardian:

In preparing bus routes for the 04-05 school year, GISD Transportation is in the process of verifying your students address information. This information will be vital to create safe and efficient routes for the next school year.

Please review the information on the label at the top of this letter. If this information is correct and this will be your child's physical address for determining pick-up and drop-off for the 04-05 school year, **YOU DO NOT NEED TO SEND THIS LETTER BACK!** If the letter is not received back to the school by 06-07-04 we will assume that the information is correct.

**** NOTE** BEGINNING THE 04-05 SCHOOL YEAR, EACH CHILD WILL ONLY BE ALLOWED ONE PICK-UP AND ONE DROP OFF. THESE TWO STOPS DO NOT HAVE TO BE THE SAME BUT THE PICK-UP WILL HAVE TO BE THE SAME EACH DAY AND THE DROP-OFF THE SAME EACH DAY.**

What this means to you as a parent is there will be no Monday-Wednesday-Friday drop-off at one location and Tuesday-Thursday drop-off at another location and likewise for the pick-up or any similar schedule.

If the address is not correct **or** your child's route needs to be determined from a different pick-up or drop-off location than identified above, **YOU MUST FILL OUT THE INFORMATION BELOW AND RETURN TO THE TRANSPORTATION OFFICE ( 500 N. HANNAFORD, GRANBURY TX. 76048) NO LATER THAN 06-07-04**

**PICK-UP ADDRESS:** _____

**DROP-OFF ADDRESS:** _____

Permanent change of address notice during the school year **must be in writing to the school at least three days prior to the change.**

**Thank you for your assistance,**
**Terry Slemmons, Director of Transportation**

_____ _____

**Parent/ Guardian signature** **Date**

STANDARD
&POOR'S

Steven J. Murphy
Managing Director
55 Water Street, 38th Floor
New York, NY 10041-0003
tel 212 438-2066
steve_murphy@standardandpoors.com

Malachy Fallon
Managing Director
500 North Akard Street
Lincoln Plaza, Suite 3200
Dallas, TX 75201
tel 214 871-1402
mal_fallon@standardandpoors.com

reference no.: 2877009

April 19, 2004

Granbury Independent School District
600 West Pearl
Granbury, TX 76048
Attention: Mr. William Harris, Superintendent

Re: ***Granbury Independent School District, Texas, Unlimited Tax General Obligation Bonds (SPUR)***

Dear Mr. Harris:

Standard & Poor's has reviewed the Standard & Poor's underlying rating (SPUR) on the above-referenced obligations. After such review, we have affirmed the "A" rating and stable outlook. A copy of the rationale supporting the rating and outlook is enclosed.

The rating is not investment, financial, or other advice and you should not and cannot rely upon the rating as such. The rating is based on information supplied to us by you or by your agents but does not represent an audit. We undertake no duty of due diligence or independent verification of any information. The assignment of a rating does not create a fiduciary relationship between us and you or between us and other recipients of the rating. We have not consented to and will not consent to being named an "expert" under the applicable securities laws, including without limitation, Section 7 of the Securities Act of 1933. The rating is not a "market rating" nor is it a recommendation to buy, hold, or sell the obligations.

This letter constitutes Standard & Poor's permission to you to disseminate the above-assigned rating to interested parties. Standard & Poor's reserves the right to inform its own clients, subscribers, and the public of the rating.

Standard & Poor's relies on the issuer/obligor and its counsel, accountants, and other experts for the accuracy and completeness of the information submitted in connection with the rating. To maintain the rating, Standard & Poor's must receive all relevant financial information as soon as such information is available. Placing us on a distribution list for this information would facilitate the process. You must promptly notify us of all material changes in the financial information and the documents. Standard & Poor's may change, suspend, withdraw, or place on CreditWatch the rating as a result of changes in, or unavailability of, such information. Standard & Poor's reserves the right to request additional information if necessary to maintain the rating.

Please send all information to:

Standard & Poor's Ratings Services
Public Finance Department
55 Water Street
New York, NY 10041-0003

If you have any questions, or if we can be of help in any other way, please feel free to call or contact us at nypublicfinance@standardandpoors.com. For more information on Standard & Poor's, please visit our website at www.standardandpoors.com. We appreciate the opportunity to work with you and we look forward to working with you again.

Sincerely yours,

Standard & Poor's Ratings Services
a division of The McGraw-Hill Companies, Inc.

By: Steven J. Murphy
Managing Director

cf
enclosure
cc: Dr. Gwyn A. Boyter, Superintendent
Granbury Independent School District

STANDARD
&POOR'S

Steven J. Murphy
Managing Director
55 Water Street, 38th Floor
New York, NY 10041-0003
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April 19, 2004

Granbury Independent School District
600 West Pearl
Granbury, TX 76048
Attention: Mr. William Harris, Superintendent

Re: ***Granbury Independent School District, Texas, Unlimited Tax General Obligation Bonds***

Dear Mr. Harris:

Standard & Poor's has reviewed the rating on the above-referenced obligations. After such review, we have affirmed the "AAA" rating and stable outlook. A copy of the rationale supporting the rating and outlook is enclosed.

The rating is not investment, financial, or other advice and you should not and cannot rely upon the rating as such. The rating is based on information supplied to us by you or by your agents but does not represent an audit. We undertake no duty of due diligence or independent verification of any information. The assignment of a rating does not create a fiduciary relationship between us and you or between us and other recipients of the rating. We have not consented to and will not consent to being named an "expert" under the applicable securities laws, including without limitation, Section 7 of the Securities Act of 1933. The rating is not a "market rating" nor is it a recommendation to buy, hold, or sell the obligations.

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If you have any questions, or if we can be of help in any other way, please feel free to call or contact us at nypublicfinance@standardandpoors.com. For more information on Standard & Poor's, please visit our website at www.standardandpoors.com. We appreciate the opportunity to work with you and we look forward to working with you again.

Sincerely yours,

Standard & Poor's Ratings Services
a division of The McGraw-Hill Companies, Inc.

By: Steven J. Murphy
Managing Director

cf
enclosure
cc: Dr. Gwyn A. Boyter, Superintendent
Granbury Independent School District

STANDARD &POOR'S PUBLIC FINANCE

Publication date: 20-Apr-2004
Reprinted from RatingsDirect

# Summary: Granbury Indpt Sch Dist, TX

Credit Analysts: Ryan M Brady, New York (1) 212 438-2123; James Breeding, Dallas (1) 214-871-1407

Credit Profile

AFFIRMED
Outstanding unltd tax GO bnds
AAA/A(SPUR)

OUTLOOK: STABLE

## Rationale

The 'AAA' rating on Granbury Independent School District, Texas' series 2002 unlimited-tax school building and refunding bonds reflects the guarantee of the Texas Permanent School Fund. The 'A' Standard & Poor's underlying rating (SPUR) reflects the district's:

- Primarily residential community in the Fort Worth-Arlington MSA, with good access to the greater Fort Worth employment base;
- Healthy economic and tax base growth;
- Conservative financial management and strong financial position; and
- Manageable debt burden with limited future capital needs.

The district's full faith and credit GO pledge secures the bonds.

Granbury Independent School District, which has a population of about 40,000 and average daily attendance approaching 6,200, is about 35 miles southwest of Fort Worth. The city of Granbury serves as the seat and principal commercial center of Hood County. The city is a significant tourist destination and second-home community due to its location on Lake Granbury and proximity to Fort Worth. The local employment base is somewhat limited, though many residents commute to Fort Worth or the Comanche Peak nuclear power plant, which is located eight miles south of the city. Income levels are average, with household effective buying income at 90% and 89% of state and national averages, respectively. Market value per capita, which is a measure of wealth, is high at $51,426. The district's tax base has been growing steadily over the past several years, with assessed values (AV) climbing to more than $2 billion, which is up 21% since fiscal 2000. With this growth, tax base concentration has declined. The 10 leading taxpayers account for only 8.7% of total AV.

The school district's financial performance has been good. In fiscal 2004, the district increased its unreserved general fund balance to roughly $11.9 million, or 28% of operating expenditures. Additionally, district management expects a surplus of approximately $300,000 in fiscal 2004. Operating revenues have been steadily increasing, with local property taxes accounting for about 76% of general fund and debt service fund revenues. Because increasing property values are offset by state aid reductions, the district must increase the tax rate to properly maintain school district facilities. As a result, the operation and maintenance tax rate has increased 15 cents since fiscal 1999, pushing the total property tax rate to $1.73 per $100 of AV. Further limiting the district's taxing flexibility, the district has additional plans to raise the interest and sinking fund tax rate five cents to 25 cents per $100 of AV.

After accounting for state assistance, overall net debt is moderate on a per capita basis at $1,319 and moderate as a percentage of true value at 2.6%. Bond proceeds were used to refund a portion of the district's debt outstanding. In fiscal 2003, the debt service carrying charge remains moderate at 11% of expenditures. Currently, the district does not have any electorate-authorized bonds, however, the district is planning a bond election in late 2004.

## Outlook

The stable outlook on the enhanced rating reflects the guarantee of the Texas Permanent School Fund. The stable outlook on the SPUR reflects Standard & Poor's Ratings Services' expectation of the district's continued economic

growth, coupled with a sound financial performance.

Complete ratings information is available to subscribers of RatingsDirect, Standard & Poor's Web-based credit analysis system, at www.ratingsdirect.com. All ratings affected by this rating action can be found on Standard & Poor's public Web site at www.standardandpoors.com; under Credit Ratings in the left navigation bar, select Find Ratings, then Credit Ratings Search.

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**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 24, 2004
For: Information

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

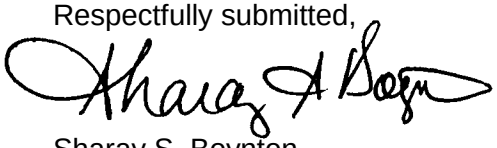
**FROM**: Sharay Boynton
**DATE**: May 18, 2004
**RE**: 04/30/04 Financial Statements

**SUMMARY:**

Attached are the financial statements for the period ended April 30, 2004 for the general operating fund.

The statements for the period ended April 30, 2004 include only those transactions that occurred between the period of September 1, 2003 and April 2004. Revenue collected to date equal 88.74% of the budgeted amount compared to 85.85% last year. Expenditures to date represent 64.68% of the budget compared to 64.02% last year.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Emmett Whitefield

Date Submitted: May 18, 2004

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

May 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 March 31, 2004 was $34,475,329. 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 the Treasuries and Agencies. At such a time as the yield is higher for 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. TexasTerm Daily yield was competitive with that of TEXPOOL, thus investments were made into that fund during this quarter. The interest yield on the checking accounts was higher than TEXPOOL and TexasTerm Daily. 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 03/31/04

## GRANBURY ISD – GENERAL OPERATING INVESTMENT FUNDS

| | |
|---|---|
| Beginning Book Value | $27,216,139 |
| Beginning Market Value | $27,216,139 |
| WAM at Beginning of Period | 1 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $27,216,139 |
| Ending Market Value | $27,216,139 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1 Days |
| Period Yield to Maturity | 1.15% |
| Period Average Benchmark Yield | .94% |

## GRANBURY ISD – FOOD SERVICE INVESTMENT FUNDS

| | |
|---|---|
| Beginning Book Value | $ 538,876 |
| Beginning Market Value | $ 538,876 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 538,876 |
| Ending Market Value | $ 538,876 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | 1.49% |
| Period Average Benchmark Yield | .94% |

## GRANBURY ISD – SCHOLARSHIP/TRUST INVESTMENT FUNDS

| | |
|---|---|
| Beginning Book Value | $ 70,803 |
| Beginning Market Value | $ 70,803 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 70,803 |
| Ending Market Value | $ 70,803 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | 2.25% |
| Period Average Benchmark Yield | .94% |

**GRANBURY ISD – DEBT SERVICE INVESTMENT FUNDS**

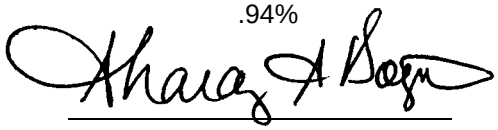
| | |
|---|---|
| Beginning Book Value | $ 5,652,164 |
| Beginning Market Value | $ 5,652,164 |
| WAM at Beginning of Period | 1 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 5,652,164 |
| Ending Market Value | $ 5,652,164 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1 Days |
| Period Yield to Maturity | 1.15% |
| Period Average Benchmark Yield | .94% |

**GRANBURY ISD – BUILDING FUND INVESTMENT FUNDS**

| | |
|---|---|
| Beginning Book Value | $ 324,761 |
| Beginning Market Value | $ 324,761 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 324,761 |
| Ending Market Value | $ 324,761 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | 1.19% |
| Period Average Benchmark Yield | .94% |

**GRANBURY ISD –SELF INSURANCE INVESTMENT FUNDS**

| | |
|---|---|
| Beginning Book Value | $ 672,584 |
| Beginning Market Value | $ 672,584 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 672,584 |
| Ending Market Value | $ 672,584 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | 1.67% |
| Period Average Benchmark Yield | .94% |

Prepared by: Finance Director 

Superintendent _____

**GRANBURY ISD**
**BOARD OF TRUSTEES**
**OFFICIAL SPECIAL MEETING**
**MINUTES**
**April 27, 2004**

The Board of Trustees of the Granbury Independent School District convened in an official **SPECIAL** meeting on Tuesday, April 27, 2004 at 3:00 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas

Presiding Officer..... Micky Shearon

**Board Members Present**
Jerry Campbell
Mark Graves
Brian Condit
Charlie Cloud

**Board Members Absent**
Brad Johnson
Gene Ellis

**School Officials Present**
William Harris, Superintendent

**Meeting Called to Order**
President, Micky Shearon, called the meeting to order at 3:00 p.m.

The board and Superintendent Harris reviewed and discussed the facility needs in the district and discussed possible options to address these needs.

**Adjournment**
There being no further business, the meeting was adjourned at 5:13 p.m.

Micky Shearon, President

J. Mark Graves, Secretary

**GRANBURY ISD**
**BOARD OF TRUSTEES**
**OFFICIAL REGULAR MEETING**
**MINUTES**
**May 3, 2004**

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, May 3, 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
Mark Graves
Brian Condit (arrived at 6:10 p.m.)
Gene Ellis
Brad Johnson

**School Officials Present**

William Harris, Superintendent
Jan Van Dorn, Assistant Superintendent
Sharay Boynton, Executive Director of Finance
Troy Green, Executive Director of Human Resource
Ton Potappel, 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 6:02 p.m.

**Convened in Closed Session**

The Board of Trustees convened in closed session at 6:03 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**

The board reconvened at 6:44 p.m. and recessed until 7:00 p.m.

The meeting was reconvened at 7:01 p.m.

Dr. John Duncan, Pastor of Lakeside Baptist Church led in the invocation and Crossland Intermediate student Tyler Wood led in the pledge to the U.S. Flag and the Texas Flag.

**Superintendent's Report**

**Recognitions** – Superintendent William Harris and Assistant Superintendent Jan VanDorn recognized the following students:

Alexa Ward, Acton Middle School, a 2004 Duke Talent Search Qualifier.

Crossland Intermediate students who competed in the State Future Problem Solving competition and placed at the competition were also recognized. The 1st place team with students Tasia Scott, Morgan Williams, Ashley Owens and Dana Burgett. Samantha Durant was the 1st Place Individual and Tyler Wood was the 3rd Place Individual. The Most Futuristic Future Problem Solving Team in Texas was Stormi Bailey, Julia Brannon, Chris Clifton and Donovan Baily. The first place team and the first place individual will travel to Lexington, Kentucky, June 3-6 to compete at the International Contest.

**Donation Update** – Sharay Boynton reported that the Acton Middle School PTO donated a Marquee valued at approximately $4,496.00 and the Emma Roberson Elementary PTO is paying to have a black top and two heavy-duty basketball goals installed on the playground with a cost of approximately $7,134.00.

**Curriculum Summer Conference** – Sharon Whitefield announced that the registration for the curriculum summer conference had begun and individuals could register on-line through the GISD website.

**Taste of Granbury** – Superintendent Harris announced that the Granbury Brigade 3rd Annual Taste of Granbury will be held on May 20, 2004 at the Granbury Celebration Hall. Proceeds from this event will benefit GEA Channel 7 and the "Brigade".

**Board Member's Special Reports**

Board member, Jerry Campbell stated that he was pleased to see so many GISD campuses participate in the Relay for Life.

**Consent Agenda Items**

Item "H", consider Oak Woods roof replacement project, was pulled from the consent agenda for a separate vote.

A motion was made by Jerry Campbell and seconded by Charlie Cloud to approve the consent agenda items "A" – "G" as presented. **MOTION CARRIED** Yes 7 – Noe 0 The consent agenda items approved were "a" – minutes of the April 5, 2004 and April 19, 2004 regular board meeting; "b" – budget amendments; "c" – athletic supplies bid no. 2004-07, volleyball section; "d" – athletic supplies bid no. 2004-07 basketball section; "e" – athletic supplies bid no. 2004-07 girls track section; "f" – athletic supplies, bid no. 2004-07 tennis section; and "g" – athletic supplies bid no. 2004-07 swimming section.

A motion was made by Mark Graves and seconded by Gene Ellis to approve the Oak Woods roof replacement project 22031103 as presented. **MOTION CARRIED** Yes 7 – Noe 0

Board Secretary, Mark Graves, read a resolution nominating William Harris for TASB Superintendent of the Year. A motion was made by Mark Graves and seconded by Gene Ellis to approve the resolution as presented. **MOTION CARRIED** Yes 7 – Noe 0

**Public Comments**

Steven Poole, staff member from UEA addressed the board regarding salary schedules.

**Hiring Schedule and Pay Ranges**

A motion was made by Charlie Cloud to remove this agenda item from the table for discussion and action. A motion was made by Charlie Cloud and seconded by Mark Graves to approve the salary pay range and hiring schedule as presented by the salary committee with the understanding that if additional funding becomes available, the salary ranges can be adjusted. **MOTION CARRIED**
Yes 7 – Noe 0

**Personnel**

A motion was made by Mark Graves and seconded by Brian Condit to approve the appointment of Chad Gandy, Social Studies teacher/Coach at Acton Middle School and Ashley Smith, Mathematics teacher at Granbury Middle School. **MOTION CARRIED** Yes 7 – Noe 0

**Adjournment**

There being no further business, the meeting was adjourned at 8:14 p.m.

Micky Shearon, President

J. Mark Graves, Secretary

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 24, 2004
For: Approval

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

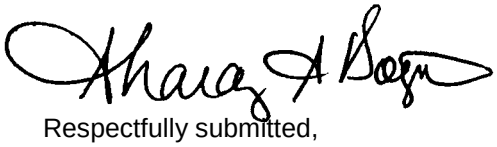
**FROM**: Sharay Boynton, Finance Director
**DATE**: May 17, 2004
**RE**: Budget Amendments

**SUMMARY:**

Attached are budget amendments that are for Board approval.

**RECOMMENDATION:**

I recommend the Board approve the amendments.



Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Emmett Whitefield
Date Submitted: May 17, 2004

## BUDGET AMENDMENTS RECOGNIZING DONATED & MISCELLANEOUS REVENUES

Fund 199, Mr. Bob Small, Originator
This Amendment recognizes funds in the amount of $7,067 allocated to function 31. These funds are generated from students, for their AP testing supplies.

Fund 199, Mr. Bob Small, Originator
This Amendment recognizes funds in the amount of $836 allocated to function 11. These funds are generated from students and will be used to fund their test, for nursing assistant.

Fund 181, Mr. Bob Small, Originator
This Amendment recognizes donated funds in the amount of $2,006 allocated to function 36. These funds are donated from the Cheerleader Activity fund and will be use to purchase a new "run through".

Fund 181, Mr. Bob Small, Originator
This Amendment recognizes donated funds in the amount of $250 allocated to function 36. These funds are donated by the Kiwanis Club and will be used to fund the Key Club Sponsor Stipend.

Fund 199, Mr. Bobby Mabery, Originator
This Amendment recognizes funds in the amount of $125 allocated to function 36. These funds are generated from the students to fund their Spring G/T History trip.

Fund 199, Ms. Nancy Alana, Originator
This Amendment recognizes donated funds in the amount of $1,221 allocated to function 11. These funds are generated in the Campus Fund from Texas A&M Research Foundation for ESP participation.

Fund 199, Ms. Rebecca Johnson, Originator
This Amendment recognizes donated funds in the amount of $1,000 allocated to function 11. These funds are donated by Wal Mart to the campus for the Teacher of the Year award to Tanya Pennington and will be used within the Campus Fund for supplies.

Fund 181, Mr. Randy Leach, Originator
This Amendment recognizes funds in the amount of $300 allocated to function 61. These funds are generated from Community Ed Playoff Receipts and will be used for miscellaneous expenses related to playoff games.

Fund 181, Mr. Randy Leach, Originator
This Amendment recognizes funds in the amount of $6,338 allocated to function 36 and $500 allocated to function 52. These funds are generated from gate receipts and will be used to fund security and officials for related games.

## BUDGET AMENDMENTS RECOGNIZING FUNCTION TO FUNCTION TRANSACTION

Fund 199, Mr. Jimmy Dawson, Originator
This Amendment recognizes funds in the amount of $1,000 allocated from function 13 to function 11. These funds are being transferred from Contracted ESC and Employee Travel to Other Reading Materials within the Special Ed Program.

Fund 181 & 199, Mr. Jimmy Dawson, Originator
This Amendment recognizes funds in the amount of $200 allocated from function 11 to function 36. These funds are being transferred from Band Technology Supplies to Contracted Professional Services for uniform cleaning.

Fund 199, Mr. Roger Morgan, Originator
This Amendment recognizes funds in the amount of $30 allocated from function 13 to function 33. These funds are being transferred from Staff Development to Nursing Travel for workshop attendance during the summer.

Fund 199, Ms. Heather Allen, Originator
This Amendment recognizes funds in the amount of $220 allocated from function 13 to function 23. These funds are being transferred from Contracted ESC to Employee Travel to fund TEPSA Conference.

Fund 199, Ms. Heather Allen, Originator
This Amendment recognizes funds in the amount of $540 allocated from function 11 to function 12. These funds are being transferred from Technology Equipment to Technology Supplies to fund the purchase of memory upgrades.

Fund 199, Ms. Sharay Boynton, Originator
This Amendment recognizes funds in the amount of $98,838 allocated from function 51 to function 81. These funds are being transferred from Building Supplies to Capital Improvements to fund portions of Oakwoods roof and Crossland HVAC.

Fund 199, Ms. Sharay Boynton, Originator
This Amendment recognizes funds in the amount of $6,500 allocated from function 11 to function 36. These funds are being transferred from Contingency Funds to Student Travel on the Crossland campus to fund travel to the National FSP Competition.

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 24, 2004
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: May 17, 2004
**RE**: Disposal of Surplus Buses

**SUMMARY:**

According to Board Policy CI(LEGAL), "The Board may, in an appropriate manner, dispose of property that is no longer necessary for District operations."

According to the information from Mr. Slemmons, Transportation Director, there are buses that are no longer needed by the transportation department. Because of the new DOT guidelines imposed on buses transferred across the border, the price of used buses has decreased by a tremendous amount. Based on the price of the last 2 busses sent to Abilene ($1250.00 each), the GISD Transportation Department chose not to send the busses to the auction for the past two years. However, because of space limitations we need to sell the buses that we no longer need. We have been contacted by several local organizations inquiring as to if we had buses for sale.

Mr. Slemmons has recommended that we advertise the buses and take sealed bids. He further recommends that we put a reserve amount to be met by each bus so that the District is protected in the sale process. This reserve amount will be consistent with the value of the bus.

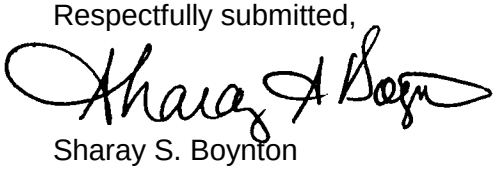
**RECOMMENDATION:**

It is recommended that the Board approve the sale of the following bus by sealed bid process with a reserve to be set based on the value of the bus at the time of sale.

| Bus # | Vin | Year | Make | Mileage |
|---|---|---|---|---|
| 63 | 1GBM6PIF9JV104586 | 1988 | CHEV | 144615 |
| 64 | 1GBM6PIFOJV104590 | 1988 | CHEV | 162242 |
| 65 | 1GBM6PIFOJV104735 | 1988 | CHEV | 130300 |
| 66 | 1GBM6PIF2JV104719 | 1988 | CHEV | 107391 |
| 67 | 1GBM6PIF9JV104605 | 1988 | CHEV | 138191 |
| 68 | 1GBM6PIF8JV104725 | 1988 | CHEV | 148137 |
| 69 | 1GBM6PIF9JV104717 | 1988 | CHEV | 141787 |

| Bus # | Vin | Year | Make | Mileage |
|---|---|---|---|---|
| 70 | 1HVLNZRN5KA657229 | 1988 | INT | 079829 |
| 71 | 1HVLNZRN7KH657233 | 1988 | INT | 132135 |
| 72 | IHVLNZRN5KH657232 | 1988 | INT | 121435 |
| 73 | IHVLNZRNIKH657230 | 1988 | INT | 121853 |

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Mr. Terry Slemmons

Date Submitted: May 18, 2004

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 24, 2004
For: Approval

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

**FROM**: Sharay Boynton, Finance Director
**DATE**: May 18, 2004
**RE**: Instructional Supplies – Career & Tech – Bid No. 2004-11

**SUMMARY:**

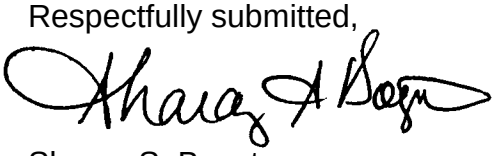
A bid was let for the purchase of instructional supplies for the career and tech program. A catalog/price list and shelf discount bid was requested from the vendors. A summation of the process and outcome as well as a copy of the tabulation is attached for your review.

Sharon Whitefield, Director of Curriculum and Barbara Calhoun, Program Coordinator reviewed the bids. The following is their recommendation.

**RECOMMENDATION:**

It is recommended that the District approve the following vendors for the purchase of Career & Tech Instructional supplies for the period of award notification to May 31, 2005.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharon Whitefield
Barbara Calhoun
Debbie Johnson

Date Submitted: May 18, 2004

# BID FOR BOARD APPROVAL

**Board Meeting Date:** May 24, 2004 **Bid Number:** 2004-11

1. **Item, material or service (specific or classification):** Instructional Supplies

2. **Brief description:** A catalog/price list and shelf discount bid was let to provide vendors for instructional supplies and equipment for the career tech program.

3. **Period of time bid covers:** From written notification of award through May 31, 2005

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

   Teachers with campus principal approval
   Barbara Calhoun – Program Coordinator
   Sharon Whitefield – Director of Curriculum

5. **Number of bids sent to vendors:** 30

6. **Number of bids received from vendors:** 9 (includes 1 late bid and 2 disqualified bids)

7. **Listing of recommended vendors and total prices:** It is recommended that award be made to multiple vendors to allow for a better selection of supplies. Since all supplies will be purchased on an as needed basis, the total cost cannot be determined at this time. The following vendors are recommended for award:

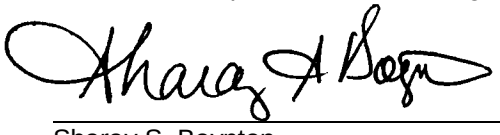
   | | |
   |---|---|
   | Green's Welding Supply Inc. | Midwest Technology Products |
   | Napa Auto Parts | O'Reilly Auto Parts |
   | Paxton Patterson | Valley Vet Supply |

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

9. **Last bid date (bid of comparable nature within last 5 years):** 3/19/01

10. **Percentage increase or decrease from last bid**: Percentage discount quoted from Green's Welding, Midwest Technology Products, Napa Auto Parts and Paxton Patterson remained the same.

11. **Budget information:** Instructional supplies and equipment for the career tech program will be purchased from budgeted funds for instructional supplies.



Sharay S. Boynton
Executive Director of Finance

## GRANBURY INDEPENDENT SCHOOL DISTRICT

**INTEROFFICE MEMO**

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 24, 2004
For: Approval

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

**FROM**: Sharay Boynton, Finance Director
**DATE**: May 18, 2004
**RE**: Computer and Copy Paper
Bid No. 2004-13

**SUMMARY:**

Computer and copy paper is bid twice a year due to the lack of storage space. Bids for computer and copy paper were let in April 2004 . Bids were due May 5, 2004. Bids were sent to eleven vendors. Five vendors responded. A summation of the process and outcome as well as a copy of the tabulation is attached for your review.

Mrs. Debbie Johnson, purchasing supervisor, reviewed the bids. The following is the recommendation of Mrs. Johnson and myself.

**RECOMMENDATION:**

I recommend the Board approve the items and the related vendors as evidenced by the highlighted area on the attached tabulation.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Sharay Boynton

Date Submitted: May 18, 2004

# BID FOR BOARD APPROVAL

**Board Meeting Date:** May 24, 2004 **Bid Number:** 2004-13

1. **Item, material or service (specific or classification):** Computer and Copy Paper

2. **Brief description:** Computer and copy paper is bid twice a year due to a lack of storage space. All paper is delivered to each campus and department rather than to a central location, which results in a higher cost per case.

3. **Period of time bid covers:** Single purchase which will provide paper for approximately six months. Due to the constant fluctuation of the paper market, most vendors will not hold prices firm for any extended period of time.

4. **Person and title responsible for the expenditure:** Each campus principal and department director is responsible for their campus or department expense.

5. **Number of bids sent to vendors:** 11

6. **Number of bids received from vendors:** 5

7. **Listing of recommended vendors and total prices:** The recommendation for award is shaded on the tabulation in the column under the vendor name for a total expenditure of $28,215.41.

8. **Explanation of other than low recommendations:**

   Item #1: The color from Flatt Stationers was tangerine and not bright orange.
   Item #2: Low bid from Olmsted Kirk was for 94 brightness not 96 as requested. The end user has tried an alternate brightness before and was not pleased with the product.

9. **Last bid date (bid of comparable nature within last 5 years):** 12/2/03

10. **Percentage increase or decrease from last bid**:

| | |
|---|---|
| 8.5 x 11 white | Increase of 1.86% |
| 8.5 x 11 colored | Decrease of 0.76% |
| 8.5 x 11 #96 brightness | Decrease of 15.67% |
| 8.5 x 14 white | Increase of 2.40% |
| 14-7/8 x 11 green bar | No change |
| 9.5 x 11 fanfold | Increase of 14.40% |

11. **Budget information:** Funds for this expenditure are budgeted through object codes 6395 and 6396 for the various campuses and departments.

Sharay S. Boynton
Executive Director of Finance

**GRANBURY INDEPENDENT SCHOOL DISTRICT**
**CANVASS TRUSTEE ELECTION RETURNS**
**AND**
**DECLARE RESULTS OF ELECTION**

The Administration recommends that the Board authorize the President to certify the summary of Precinct Returns and declare:

The election results as follows:

Position 5 – Number of votes received:

Charlie Cloud _____

Barbara Herrington _____

_____ as duly elected Trustee to serve the full term of Board of Trustee of the
Position 5 Granbury Independent School District for the term of May 2004 – 2007

Position 6 – Number of votes received:

Jerry Campbell _____

Dale Campbell _____

_____ as duly elected Trustee to serve the full term of Board of Trustee of the
Position 6 Granbury Independent School District for the term of May 2004 – 2007

Position 7 – Number of votes received:

Bowen Brawner _____

Gary Raper _____

_____ as duly elected Trustee to serve the full term of Board of Trustee of the
Position 7 Granbury Independent School District for the term of May 2004 - 2007