Regular

Monday, October 18, 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. Staff appointments
3. **Reconvene in open session**
4. **Invocation**
5. **Pledges - U.S. Flag & Texas Flag**
6. **Superintendent's Report - Goals 1, 2, 3, 6, 7**
   a. Annual custodial report
   b. Recognitions
      1. School Bus Safety Week
7. **Board members special reports**
8. **Consider Consent Agenda Items - Goals 2, 3, 5**
   a. Consider October 4, 2004 regular board meeting minutes
   b. Consider budget amendments
   c. Consider accelerated reader services and supplies bid no. 2005-03
   d. Consider consumables & small miscellaneous supplies bid no. 2005-04
9. **Consider policy BBE (LOCAL)**
10. **Consider Board of Trustees involvement with facilities committee**
11. **Consider competitive job markets**
12. **Consider employee health insurance program for 2004-2005**
13. **Public comments/audience participation**
14. **Personnel - Goal 6**
    a. Consider staff appointments
15. **Adjourn**

GRANBURY
Independent School District



Granbury ISD
ARAMARK
A Texas Tradition

2003-2004 Annual Report

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- Employee training
- Safety
- Customer satisfaction
- Financial results
- Other achievements
- 2004-2005 goals



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Safety

- Attitude
- Electrical
- Fire safety
- Safe Lifting
- MSDS
- Lockout/Tagout
- Slips and falls
- Bloodborne Path.
- Chemical safety (Right-to-Know)
- Propane safety
- Eye Safety
- Personal Protective Equip.



Methods

- Nurses offices
- Classrooms
- Security and lock-up
- Restrooms
- Public areas
- Drinking fountains
- Windows
- Carpet spotting
- Hard floor care
- Gym floor maintenance

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- Sexual Harassment
- Diversity
- The Rumor Weed
- Dress Code
- Policies and Procedures
- Specialized Training
  - (Carpets, Gym Floors, & Hard Floor Care)
- Chemicals



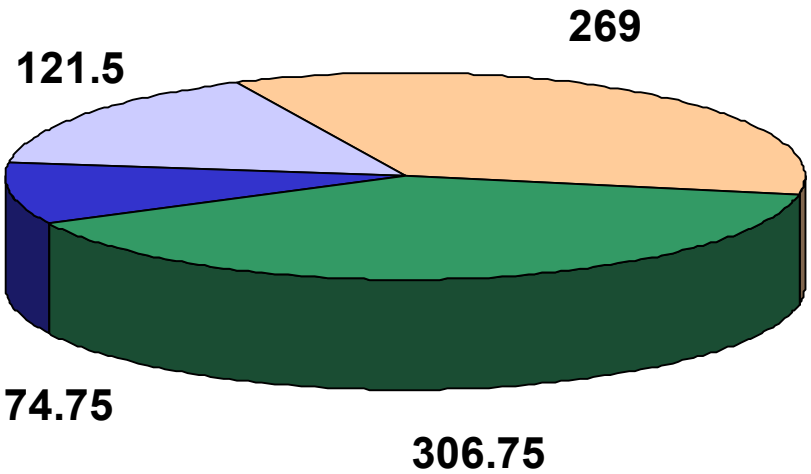
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Training Hours

September 2003 - May 2004



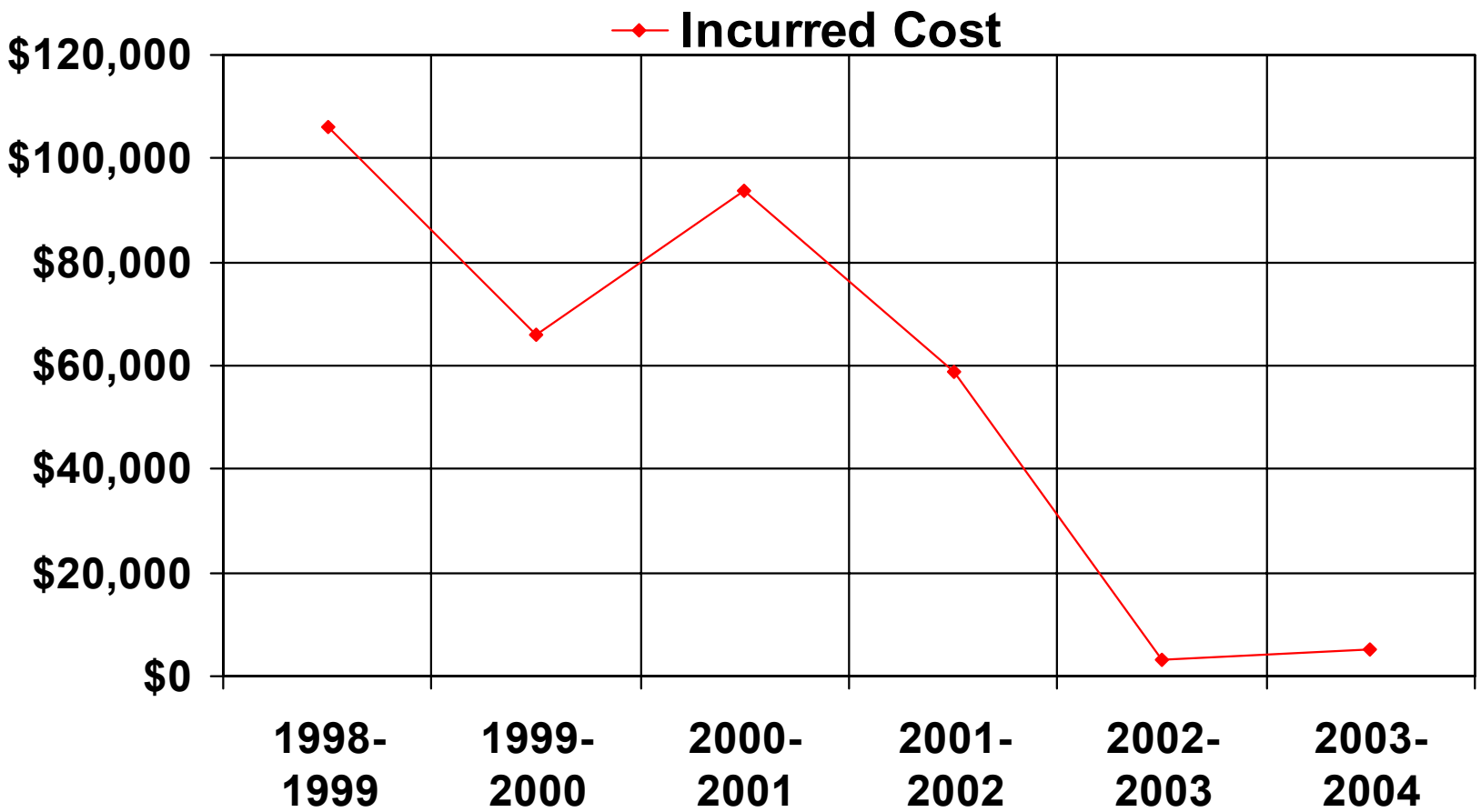


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Worker's Compensation



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Injury Versus Cost

2000-2001	
Sprains	$1,506
Contusions (one indemnity)	$89,421
Respiratory	$2,111
Fracture	$838
2001-2002	
Sprains (one indemnity)	$22,786
Contusions (one indemnity)	$35,627
Eye injury	$396
2002-2003	
Puncture (one medical only)	$989
Strains (three incidents)	$1,550
Contusion (one incident)	$515

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- 2003-2004
  - Sprains (Medical Only)
    $5,000



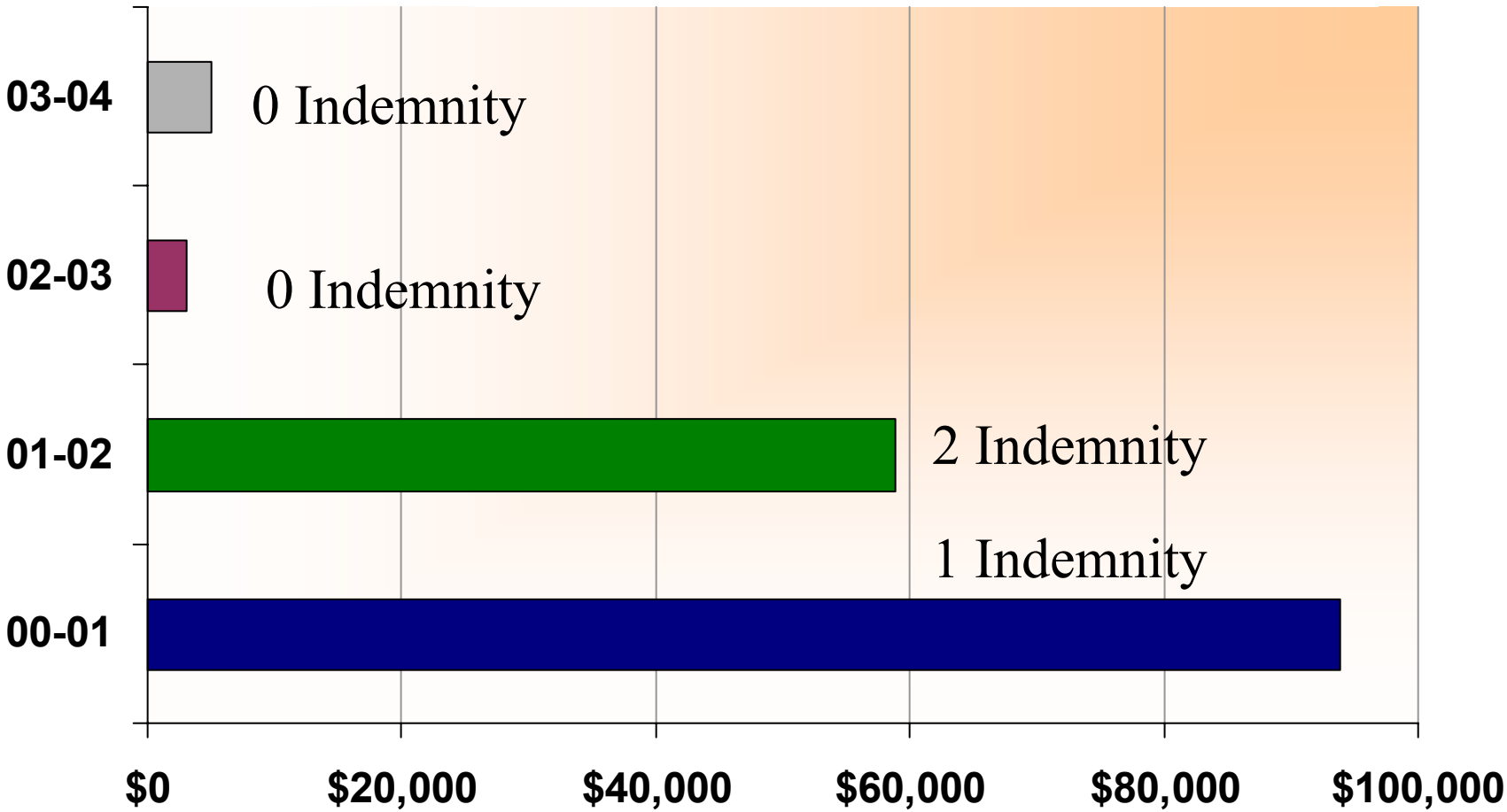
- 14 Near Miss Accidents
- 0 Indemnity Claims (loss time)
- 2 Medical Only Claims
- Second Consecutive Year “loss time” free!

GROWTH OPPORTUNITY-Reduce
The amount of Near Miss Accidents.

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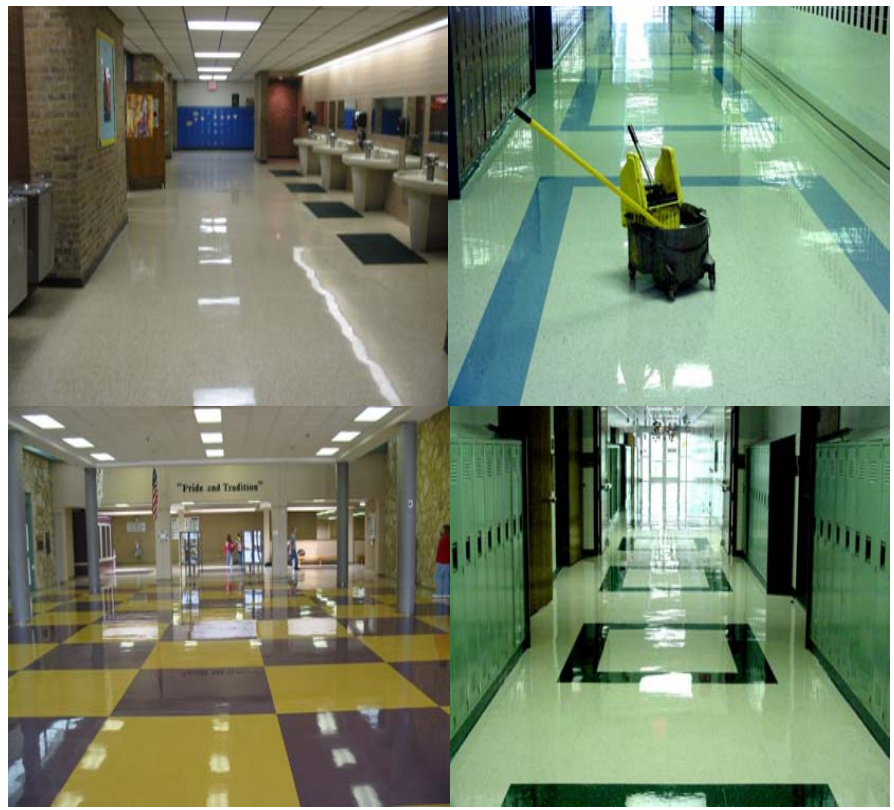
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Success Measures

2003-2004

- Inspection Scores Reveal a 90% Average
- Facility Audits – Safety, Security, Energy
- Satisfaction Surveys - Scores Indicate a 90% Satisfaction rate.

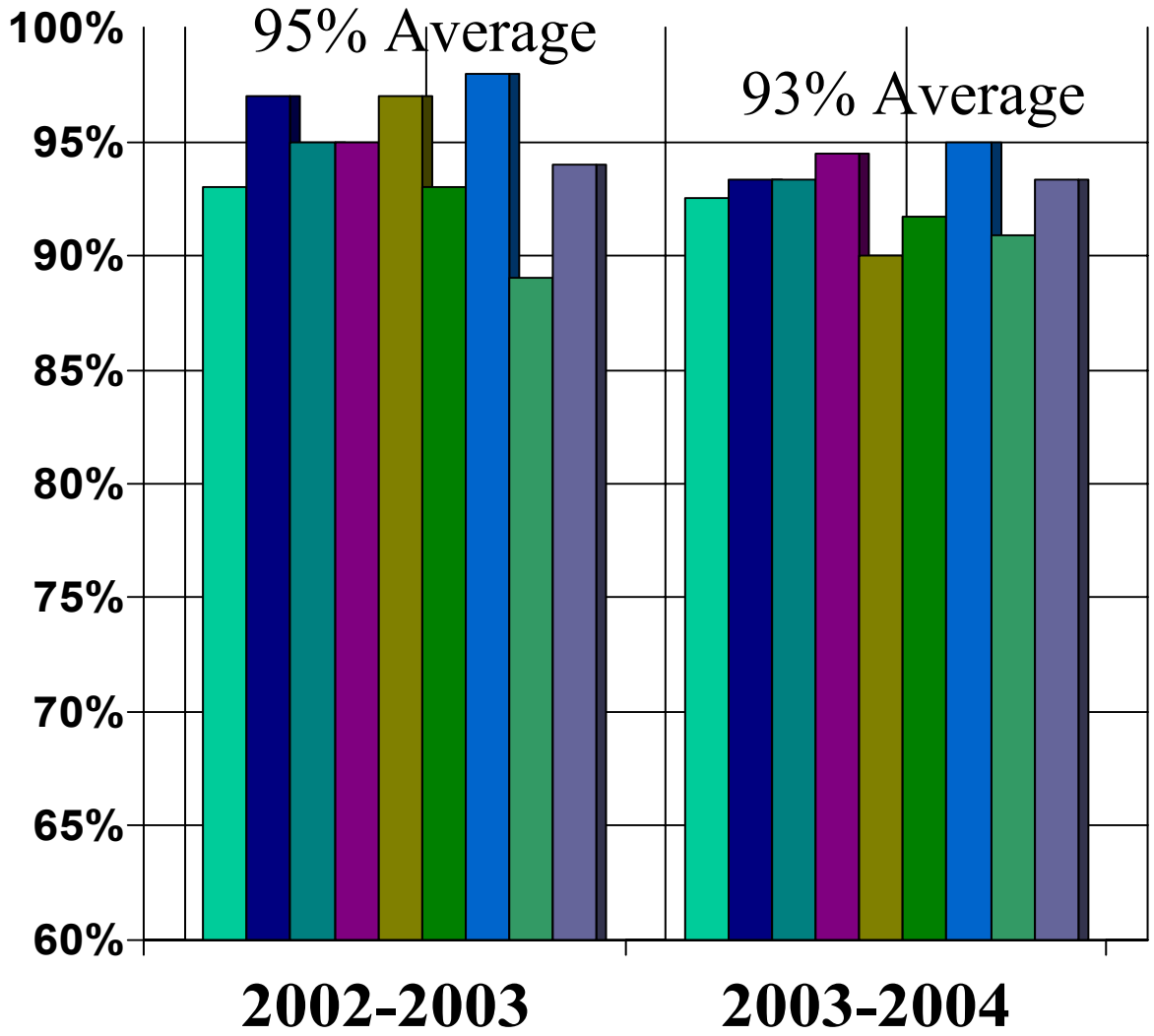


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Principal Surveys Overall Satisfaction



- Cleanliness of your facility
- Professionalism and quality of custodial staff
- Effectiveness of your head custodian
- Custodial personnel well trained
- Adherence to school security procedures
- Management and supervision of employees
- Responsiveness and follow-up of custodial management
- Custodial services free of customer complaints
- Overall satisfaction of custodial services

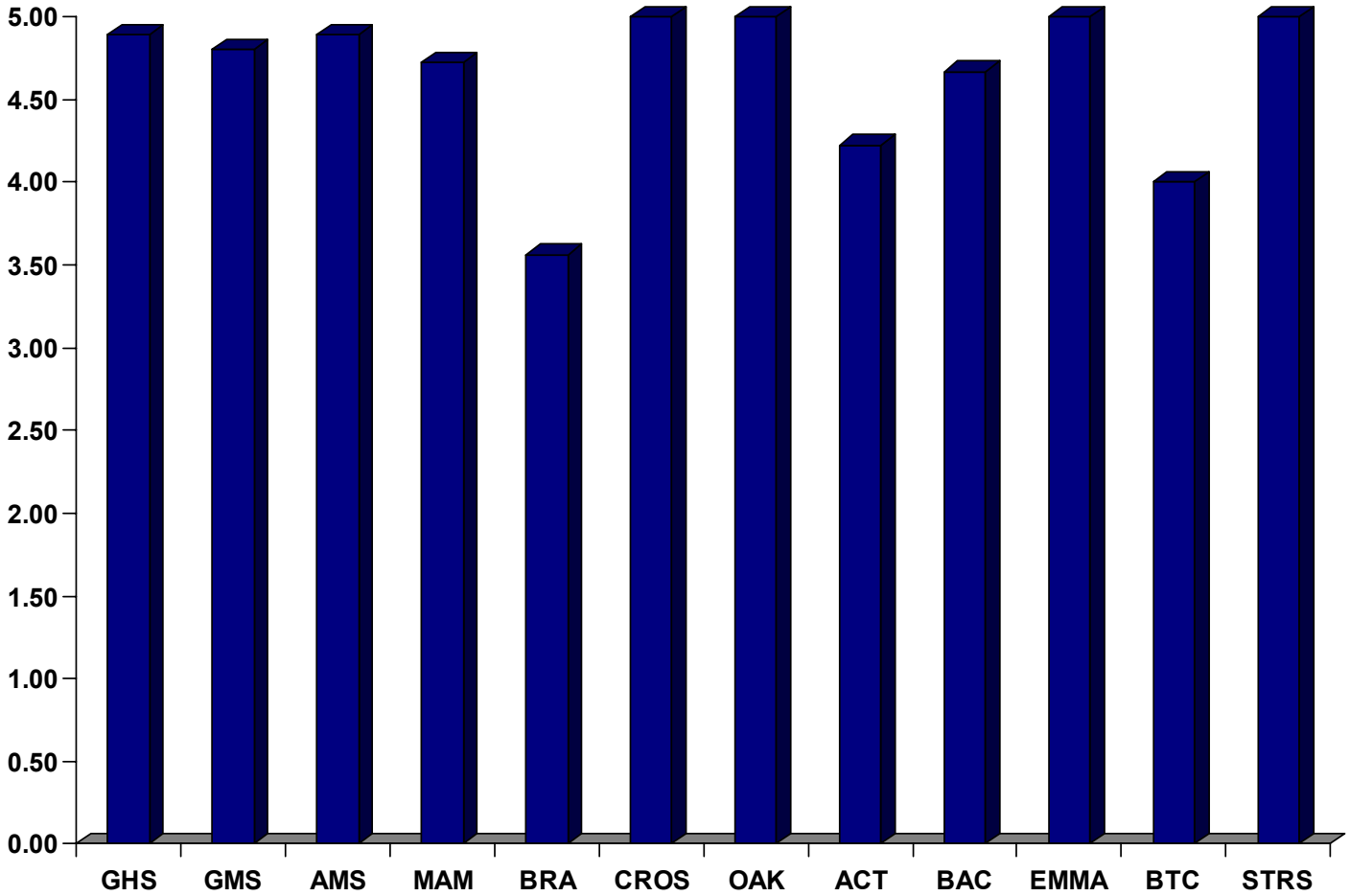
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Principal Surveys Satisfaction

Average 4.64

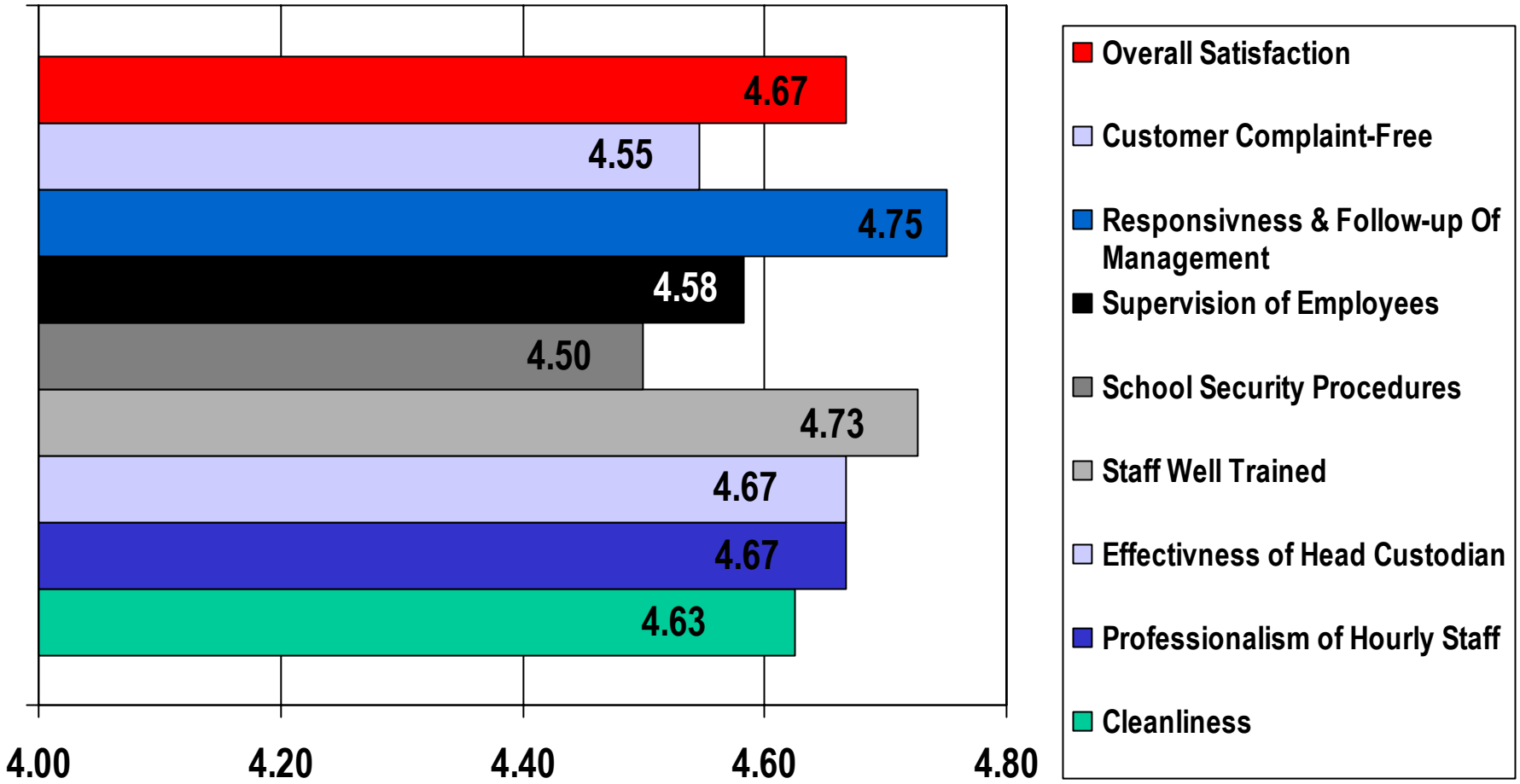


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Survey Break-down



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Three Basic Objectives

- How do I feel about my job?
- How do I feel about my workload?
- How do I feel about how I am recognized?



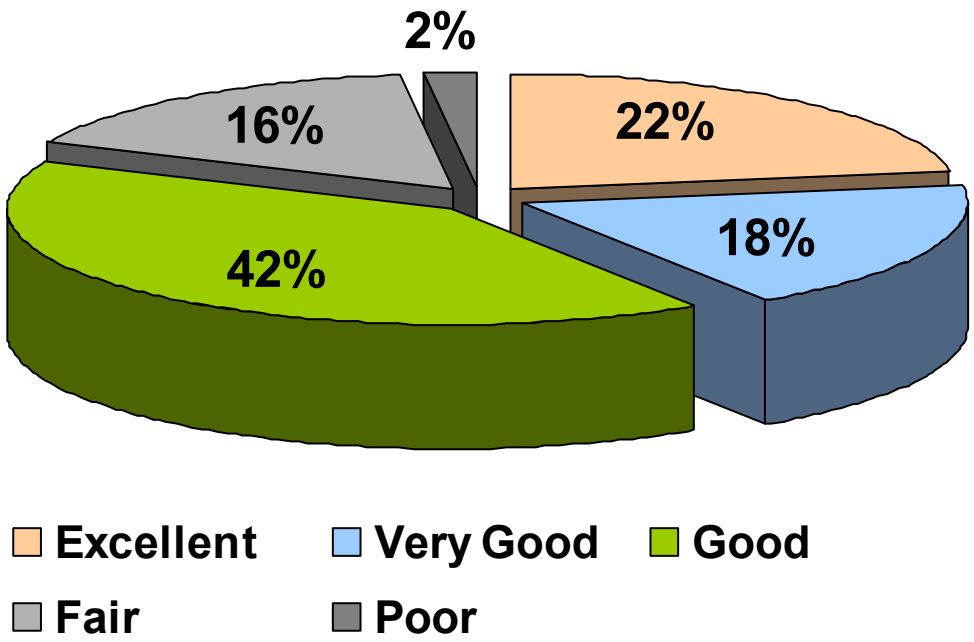
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How Do I Feel About My Job?

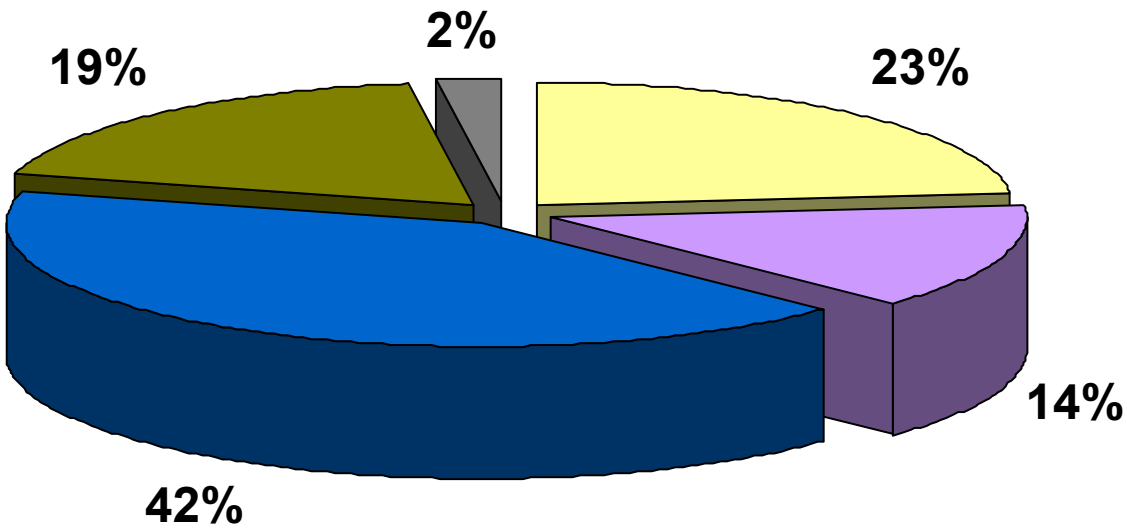




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How Do I Feel About My Workload?





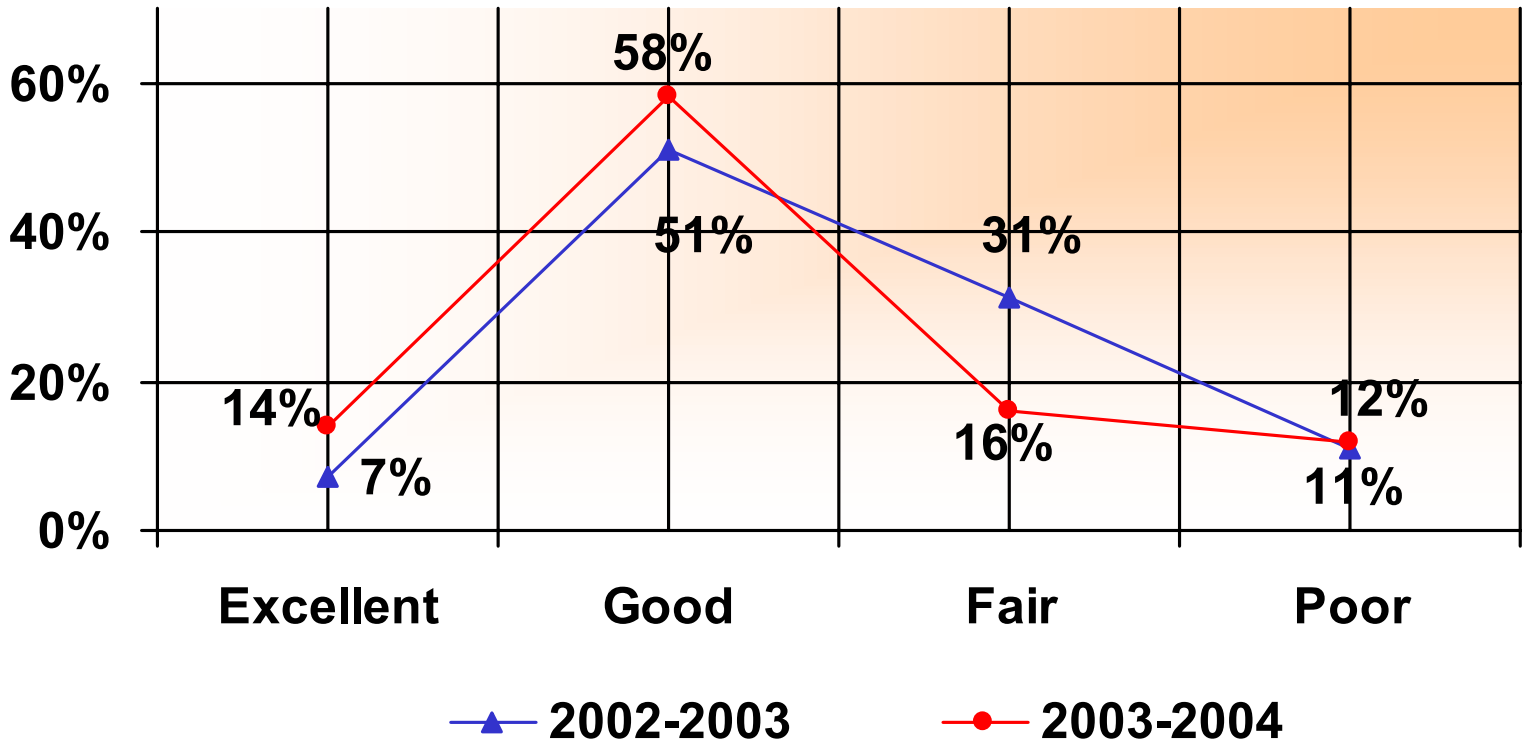


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Increased 14% of "Good" to "Excellent" Ratings!



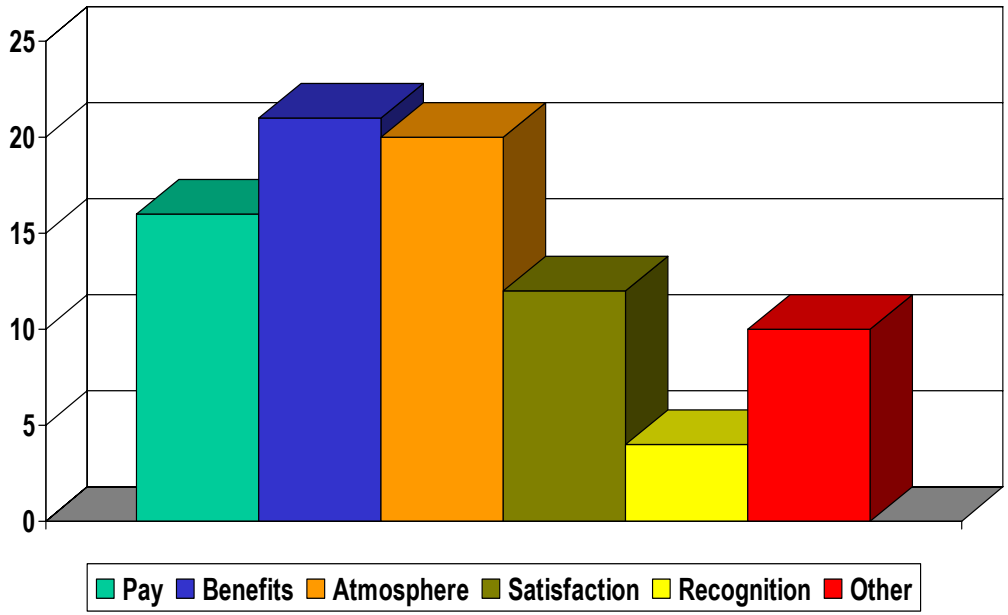
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1 Answer – Benefits!





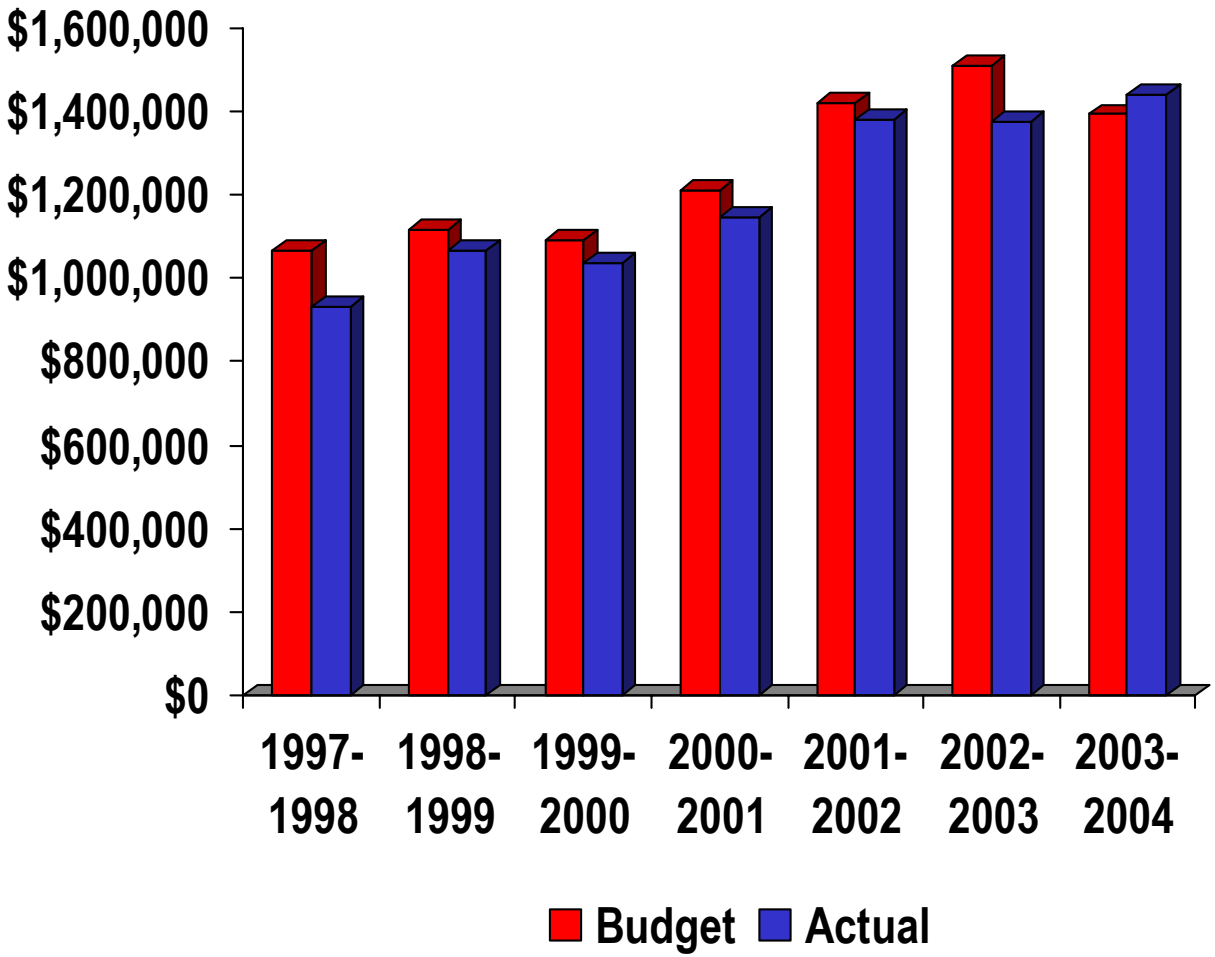
2 Answer - Atmosphere

3 Answer Pay

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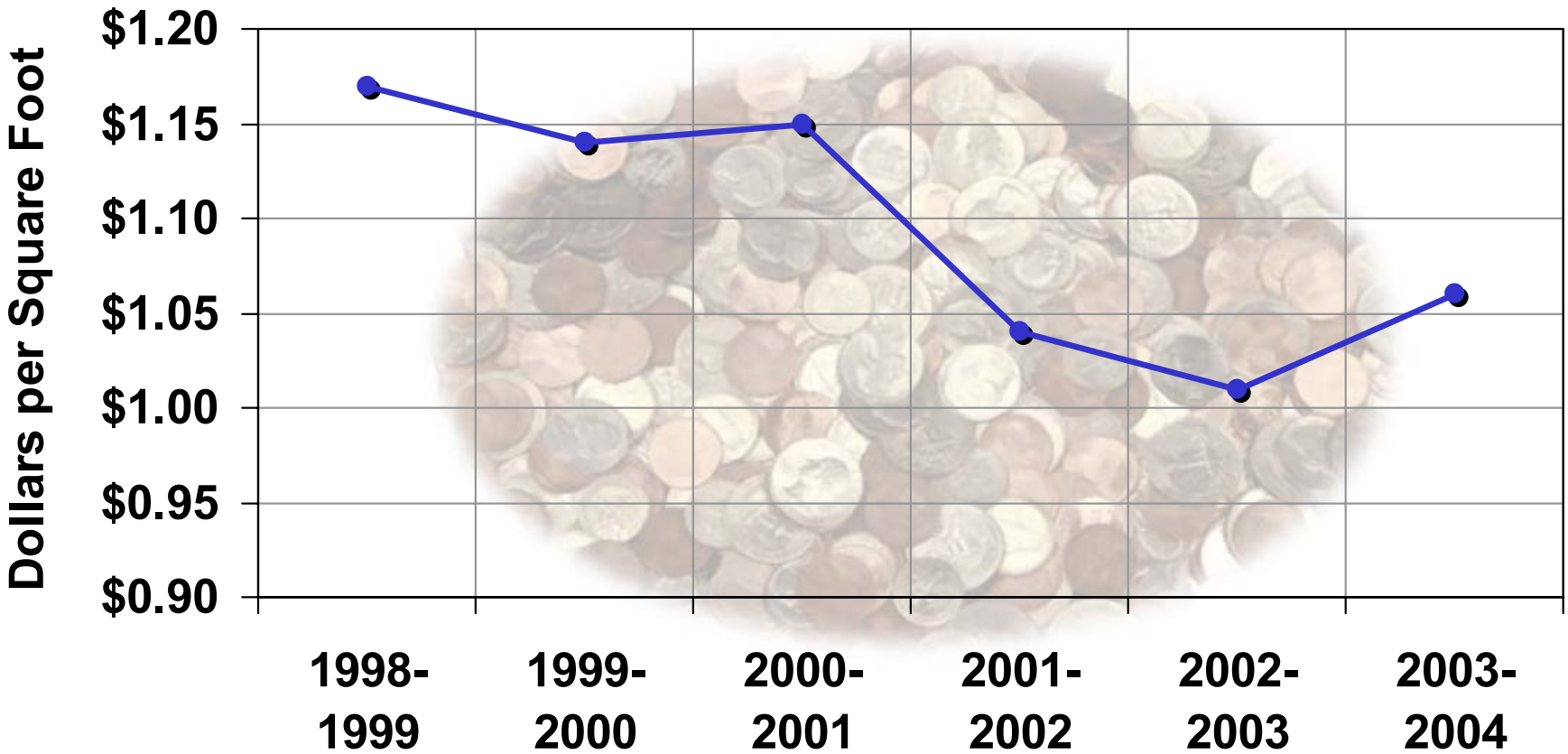
- Includes: payroll, benefits, taxes, supplies and materials, capital equipment, and other
- 2001-2002 increase due to new schools
- 2002-2003 increase due to custodial raises

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Cost per Square Foot



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Other Achievements



- Promotion of John Handley
- Hiring of Dave Minhinnett & Mark Blackwell
- Several Promotions of Hourly Staff.
- Purchasing of T-Shirts for Employee Appreciation.
- 2 years consecutive – Indemnity Accident-free!
- Maintaining a high level of customer satisfaction.
- Very High Quality Rating throughout the district. Most campuses 90% or better.

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Development Needs

- Improve our Security Plan for GISD.
- Improve the Training Program for Custodial Leads.
- Focus on improving our performance at BTC, Brawner Intermediate, and Acton Elementary
- We want to expand its use of ISIS. We still are not utilizing it to its full potential.

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Looking Ahead

- Continue providing services at a high level of satisfaction
- Continue to work with the Facilities Dept. to monitor our safety and energy management processes
- Implement the ISIS tracking and scheduling system
- Stabilize Workforce Through improving our training program for custodial leads.





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THE END!

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GRANBURY ISD
BOARD OF TRUSTEES
OFFICIAL REGULAR MEETING
MINUTES
October 4, 2004

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, October 4, 2004 at 6:00 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas

Presiding Officer..... Charlie Cloud

Board Members Present

Jerry Campbell
J. Mark Graves
Brian Condit
Gene Ellis
Micky Shearon
Bowen Brawner

School Officials Present

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

Others Present

School Employees
Media
Community Members

Meeting Called to Order

President, Charlie Cloud, called the meeting to order at 6:00 p.m. and noted that a quorum of board members is present, the meeting has been duly called and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Convened in Closed Session

The Board of Trustees convened in closed session at 6:01 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 6:36 p.m. and recessed until 7:00 p.m.

The board reconvened at 7:00 p.m.

Rev. John Knox, Granbury Church of Christ Minister led in the invocation and Charlie Cloud led in the pledge to the U.S. Flag and the Texas Flag.

Superintendent's Report

Acton Middle School Principal, Bobby Mabery recognized AMS student Marianna Pages for her being named as a semifinalist in the Discovery Channel Young Scientist Challenge for her science fair project.

Mr. Jim Allen and Mr. Jack Williams from the Granbury Masonic Lodge honored Granbury Associate Principal, Marsha Grissom with the Community Builders Award.

Board Members Special Reports

None

Consent Agenda Items

A request was made from Brian Condit to pull item "B" – budget amendments from the consent agenda for a separate vote.

A motion was made by Micky Shearon and seconded by Gene Ellis to approve consent agenda items A – minutes of the September 13, 2004 regular board meeting; C – maximum travel reimbursement rates for 2004-05; D – flooring materials & services bid no. 2003-06 – renewal; and E – Title I Part A waiver for Oak Woods Intermediate School as presented. **MOTION CARRIED** Yes 7 – Noe 0

A motion was made by Micky Shearon and seconded by Jerry Campbell to approve the budget amendments as presented. **MOTION CARRIED** Yes 7 – Noe 0

Hood County Appraisal District

A motion was made by Gene Ellis and seconded by Micky Shearon to nominate Gary Raper and Michael Carmichael for Hood County Appraisal District Directors. **MOTION CARRIED** Yes 7 – Noe 0

Pool Cover Bid

A motion was made by Jerry Campbell and seconded by Micky Shearon to remove the tabled item, consider swimming pool cover bid, from the table. **MOTION CARRIED** Yes 7 – Noe 0

A motion was made by Jerry Campbell and seconded by Mark Graves to reject the swimming pool cover bid. **MOTION CARRIED** Yes 7 – Noe 0

Swimming Pool Feasibility Committee

A motion was made by Micky Shearon and seconded by Brian Condit to appoint William Harris to a swimming pool feasibility committee. **MOTION CARRIED** Yes 7 – Noe 0

Drainage Channel Modification

A motion was made by Jerry Campbell and seconded by Micky Shearon to approve the drainage channel modification at Granbury Middle School as presented. **MOTION CARRIED** Yes 7 – Noe 0

Personnel

A motion was made by Micky Shearon and seconded by Mark Graves to approve the appointment of Lorrie Wallace, Special Education teacher at Acton Elementary; Lora Green, 5th Grade teacher at Crossland Intermediate and Jason Worthen, Vocational Auto Mechanics at Granbury HS. **MOTION CARRIED** Yes 7 – Noe 0

Adjournment

There being no further business, the meeting was adjourned at 7:43 p.m.

Charlie Cloud, President

Micky Shearon, Secretary

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: October 18, 2004
For: Approval

TO: Mr. William Harris, Superintendent

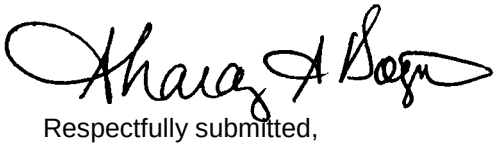
FROM: Sharay Boynton, Finance Director
DATE: October 7, 2004
RE: Budget Amendments

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: October 7, 2004

BUDGET AMENDMENTS RECOGNIZING DONATED & MISCELLANEOUS REVENUES

Fund 199, Mr. Jimmy Dawson, Originator
This Amendment recognizes donated funds in the amount of $1,704 allocated to function 11. These funds are donated by the GMS PTO to purchase 6 cork boards and 1 enclosed cork board.

Fund 199, Ms. Rebecca Johnson, Originator
This Amendment recognizes funds in the amount of $2,425 allocated to function 12. These funds are generated from the Fall Book Fair and will be used to purchase additional library books and media.

Fund 199, Ms. Sharay Boynton, Originator
This Amendment recognizes donated funds in the amount of $4,113 allocated to function 41. These funds are donated by various business' to fund the new teacher in-service luncheons from the first of the year.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: October 18, 2004
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: October 11, 2004
RE: Accelerated Reader RFP 2005-03

SUMMARY:

A bid was let to give district personnel the ability to purchase electronic quizzes to accompany the Accelerated Reader program. It will also provide other software, materials and services to enhance or improve the Accelerated Reader program for the district. Responses were due September 28, 2004. Period of award is from written notification of award through September 30, 2005 with the option to renew for two additional one-year terms.

A summation of the process and outcome as well as a copy of the tabulation is attached for your review.

Ms. Bette Babers, Librarian Coordinator, reviewed the responses and the following is her recommendation.

RECOMMENDATION:

It is recommended that the Board award to Follett Library, Perma Bound and Renaissance Learning the purchase of Accelerated Reader products effective from the date of award to September 30, 2005.

Staff Person Responsible: Debbie Johnson
Bette Babers

Date Submitted: October 11, 2004

BID FOR BOARD APPROVAL

Board Meeting Date: October 18, 2004 **Bid Number:** 2005-03

1. **Item, material or service (specific or classification):** Accelerated Reader Services

2. **Brief description:** This bid was processed to give district personnel the ability to purchase electronic quizzes to accompany the Accelerated Reader program. It will also provide other software, materials and services to enhance or improve the Accelerated Reader program for the district.

3. **Period of time bid covers:** From written notification of award through September 30, 2005

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

   Campus personnel with campus principal approval

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

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

7. **Listing of recommended vendors and total prices:** It is recommended that award be made to Renaissance Learning, Follett Library Resources and Perma Bound. Follett and Perma Bound are two of our awarded vendors for library books. Awarding to them will allow the purchase of AR quizzes at the same time that AR books are ordered. Renaissance Learning can provide the district with 24-hour turnaround time on quizzes without the purchase of the AR books. Total expenditure is not known at this time as quizzes and services are purchased on an as needed basis. It is anticipated expenditures will be between $15,000 and $25,000.

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

9. **Last bid date (bid of comparable nature within last 5 years):** 6/2/03

10. **Percentage increase or decrease from last bid**: cost remained the same

11. **Budget information:** Expenditures will come from library funds budgeted for each campus.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: October 18, 2004
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: October 11, 2004
RE: Consumables & Small Misc Supplies – Bid No. 2005-04

SUMMARY:

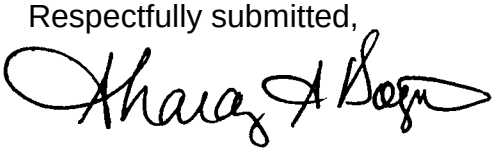
A bid was let to provide vendors for the purchase of consumables to include but not be limited to: miscellaneous paper products, food items, kitchen utensils, small hardware items, household products and small electronic parts and supplies. The bid was due September 28, 2004. The period of award will cover from written notification through October 31, 2005 with the option to renew for two additional one-year terms.

A summation of the process and outcome as well as a copy of the tabulation is attached for your review.

RECOMMENDATION:

It is recommended that the District award to all four vendors who responded for the period of November 1, 2004 to October 31, 2005.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Sharay Boynton

Date Submitted: October 11, 2004

BID FOR BOARD APPROVAL

Board Meeting Date: October 18, 2004 **Bid Number:** 2005-04

1. **Item or service (specific or classification):** Consumables and small miscellaneous supplies

2. **Brief description:** This bid was let to provide vendors for the purchase of consumables to include but not be limited to: miscellaneous paper products, food items, kitchen utensils, small hardware items, household products and small electronic parts and supplies. No vendors requested a copy of the bid in response to the advertisement in the HCN.

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

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

   Purchases will be made by district personnel with campus principal or department director approval

5. **Number of bids sent to vendors:** 9

6. **Number of bids received from vendors:** 4

7. **Listing of recommended vendors and total prices:** It is recommended award be made to all four vendors that responded, WalMart, Kroger, Handyman Hardware and Radio Shack.

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

9. **Last bid date (bid of comparable nature within last 5 years):** 11/7/01

10. **Percentage increase or decrease from last bid**: Kroger and Wal Mart were the only two vendors that responded to our last bid each submitting a 0% discount from shelf prices.

11. **Budget information:** Purchases will be made from each campus or department supply account.

Sharay S. Boynton
Executive Director of Finance

Granbury ISD
111901

BOARD MEMBERS: AUTHORITY

BBE (LOCAL)

BOARD AUTHORITY	The Board has final authority to determine and interpret the policies that govern the schools and, subject to the mandates and limits imposed by state and federal authorities, has complete and full control of the District. Board action shall be taken only in meetings that comply with the Open Meetings Act. [See BE(LEGAL)]
TRANSACTING BUSINESS	When a proposal is presented to the Board, a discussion shall be held and a decision reached. Although there may be dissenting votes, which are a matter of public record, each Board decision shall be an action by the whole Board binding upon each member.
INDIVIDUAL AUTHORITY FOR COMMITTING THE BOARD	Board members as individuals shall not exercise authority over the District, its property, or its employees. Except for appropriate duties and functions of the Board President, an individual member may act on behalf of the Board only with the express authorization of the Board. Without such authorization, no individual member may commit the Board on any issue. [See BDAA]
INDIVIDUAL ACCESS TO INFORMATION	An individual Board member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code. [See GBA]
LIMITATIONS	Individual members shall not have access to confidential student records unless the member is acting in his or her official capacity and has a legitimate educational interest in the records in accordance with policies FL(LEGAL) and (LOCAL).
REQUESTS FOR RECORDS	Individual members shall seek access to records or request copies of records from the Superintendent or other designated custodian of records. When a custodian of records other than the Superintendent provides access to records or copies of records to individual Trustees, the provider shall inform the Superintendent of the records provided.
REQUESTS FOR REPORTS	Individual members shall not direct or require District employees to prepare reports derived from an analysis of information in existing District records or to create a new record compiled from information in existing District records. Directives to the Superintendent or custodian of records regarding the preparation of reports shall be by Board action.
CONFIDENTIALITY	At the time Board members are provided access to confidential records or to reports compiled from such records, the Superintendent or other District employee shall advise them of their responsibility to comply with confidentiality requirements.
REFERRING COMPLAINTS	If employees, parents, students, or other members of the public bring concerns or complaints to an individual Board member, he or she shall refer them to the

Superintendent or another appropriate administrator, who shall proceed according to the applicable complaint policy. [See (LOCAL) policies at DGBA, FNG, and GF]

When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Trustee may request that the issue be placed on the agenda.

DATE ISSUED: 06/22/2000
UPDATE 63
BBE(LOCAL)-A

This online presentation of your district's policy is an electronic representation of TASB's record of the district's currently adopted policy manual. It does not reflect updating activities in progress. The official, authoritative manual is available for inspection in the office of the Superintendent. [See BF (LOCAL) for further information.]

Granbury Independent School District

Troy K. Green
Executive Director of
Human Resources

600 W. Bridge Street • Granbury, Texas 76048 • Phone (817) 408-4185 • Fax (817) 408-4199

MEMORANDUM

TO: **WILLIAM HARRIS**

FROM: **TROY K. GREEN**

SUBJECT: **COMPETITIVE JOB MARKETS**

DATE: **OCTOBER 11, 2004**

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

Attached you will find a spreadsheet with the suggested competitive market that I am recommending we used for the comparison of our salaries and job market analysis.

This list has been developed in conjunction with the Compensation Support Division of the TASB HR Services Department. The districts in the list have been chosen for several reasons. Some were chosen and classified as Area Districts because of their geographical proximity to Granbury ISD. Others were chosen because they are in our Area and are large and growing districts that use the same labor/recruitment pool as GISD. These districts will increasingly put pressure on our wage levels and hiring demands. These districts are classified as Area district/large employer. Some of the other area districts were chosen because they are similar in size and are classified as Area district/like size.

The New Braunfels ISD and the Waxahachie ISD were chosen because of they are similar to GISD in terms of size, programs, staff counts and general characteristics. They are not located in the immediate area but they are important when comparing single incumbent positions because they often are factors in recruiting for and retention of administrative and professional personnel. These districts are classified as Cohort districts.

This recommended list is also an attempt to fine-tune our market groups for different jobs in the GISD. GISD is competing for teachers with all area districts regardless of size. The districts in the most immediate surrounding area are the ones with which we compete for clerical, hourly and auxiliary employees. The size of the district is not a critical factor when competing for these employees. The cohort districts (the ones considered to be very similar to Granbury) as well as districts close by should be used when comparing pay levels for administrators.

I hope you find this information helpful in your decision to establish our competitive market. If you have questions or I can be of any further assistance please give me a call at 4189. I will be waiting your confirmation of this list when you have finished your deliberations.

Recommended Job Market Districts						
Granbury ISD						
				Professional	**Clerical &**	
District	**Enrollment**	**Teachers**	**Administrators**	**Support**	**Auxiliary**	**Comment**
Aledo ISD	3,262	✓	✓	✓	✓	Area district
Alvarado ISD	3,277	✓	✓	✓	✓	Area district
Burleson ISD	6,526	✓	✓	✓	✓	Area district/like size
Cleburne ISD	5,880	✓	✓	✓	✓	Area district/like size
Crowley ISD	10,007	✓	✓	✓	✓	Area district/large employer
Everman ISD	3,543	✓	✓	✓	✓	Area district
Fort Worth ISD*	75,077	✓		✓	✓	Area district/large employer
Joshua ISD	4,146	✓	✓	✓	✓	Area district
Mansfield ISD*	18,109	✓	✓	✓	✓	Area district/large employer
New Braunfels ISD**	5,868		✓			Cohort district
Waxahachie ISD**	5,492		✓			Cohort district
Weatherford ISD	6,603	✓	✓	✓	✓	Area district/like size
Granbury ISD	6,672	✓	✓	✓	✓	

** Single-incumbent administrator and professional positions from significantly larger districts should be reviewed carefully for pay comparison. The jobs may not be equivalent in terms of skill, effort, and responsibility.*

***Districts outside of the local area are not appropriate for making pay comparison for clerical, auxiliary, and teaching jobs.*

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: October 18, 2004
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton, Finance Director
DATE: October 8, 2004
RE: Group Health Benefits

SUMMARY:

The Insurance Benefits Committee met October 5, 2004. A synopsis of the meeting is attached for your review.

RECOMMENDATION:

It is recommended that the Board accept the Plan proposal (copies attached) from Wausau Benefits for the partially self-funded group health plan recommended by the insurance committee for the period of December 1, 2004 to November 30, 2005. This arrangement will require the District to enter into contracts with Wausau Benefits and Allianz Life for the administration services and stop loss/aggregate coverage respectively.

It is recommended that the District's contribution to employee's health care coverage be the following rates:

$229/month for employees working <30 hours a week
$325/month for employees working >30 hours a week

It is recommended that the District continue to purchase $20,000 life per participating employee and provide one eye exam at no cost to employees. Cost is $3.35/month per employee participating in the major medical plan.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Mr. Troy Green, Executive Director of Human Resources
Mrs. Sharay Boynton, Executive Director of Finance

Date Submitted: October 8, 2004

GRANBURY ISD
EMPLOYEE INSURANCE PROGRAM
COMMITTEE MEETING SYNOPSIS
OCTOBER 5, 2004

The Insurance Committee met on the afternoon of October 5, 2004 to consider and evaluate the Health Insurance program and voluntary products offered to employees of GISD.

The parties in attendance at that meeting were the insurance committee members, list attached, Dixie Purselley and Pam Bean from Purselley Associates (Insurance Consultant), Rob Stow and Cheryl Lang from Wausau Benefits (TPA for Health Ins) Brian Roberts from Diversified Benefits (TPA for §125 Plan and EZ Dent), Troy Green, Executive Director of Human Resources, and Sharay Boynton, Executive Director of Finance. Mr. William Harris, Superintendent and Jan VanDorn, Assistant Superintendent were in attendance for a portion of the meeting.

As a reminder from last year's information, Wausau Benefits has been providing administrative services to self-funded customers for nearly 30 years. The excess risk is offered through Allianz Life.

Health Insurance Program

The District currently has a partially self-funded Health Insurance Plan with Wausau Benefits serving as our Third Party Administrator. The renewal for the 2004-05 term will be the second renewal.

During the meeting, Dixie Purselley reviewed information related to past claims history, premium history and other related information with the committee. (Copies attached) Rob Stow of Wausau Benefits reviewed the concept of partial self-funding with the committee as a refresher for those having served before and as information for those who were new to the committee. The concept of Administrative Costs (Claims Administration, Stop Loss Coverage, Specific Aggregate, and plan administration) was discussed with the committee. The other costs associated with partially self-funded insurance and claims cost, were also discussed.

The Administrative Services renewal bid from Wausau was reviewed with the committee. This bid from Wausau Benefits, if accepted, is guaranteed for two years.

Wausau and Purselley Associates worked with Allianz and various other companies to get the renewal rated for the Stop Loss and Specific Aggregate coverage. (Copies attached) The Allianz bid was considered to be the best option for the District. Allianz Life is a very reputable stop loss carrier and the committee by consensus is recommending that we continue our relationship with them. The combined increase cost for the Stop Loss, Specific Aggregate coverage and the administration of the program is approximately 9%.

Mrs. Purselley then presented the renewal numbers to the Committee. She also reviewed the plan changes that were presented to the committee for its consideration. (Copies attached) Three Plan Options were presented to the committee. The Committee reviewed these three plans and decided to recommend that our employees be offered all three options.

Funding

The method for setting the premiums to fund the plans recommended was discussed by Sharay Boynton. Basically, it was based on projected participants and their plan choice as it stood at the time of Allianz's renewal. Aggregate Insurance is bought at 125% of projected attachment. Funding is projected at 110%.

Sharay Boynton discussed with the Committee that the District's budget included $328.35 per employee per month for health insurance related costs. The thought behind this number was to cover employee only cost with some for projected increases. However, the $328.35 had to cover the cost of the life insurance and vision that is included with the health insurance program, if continued, so the amount available for health insurance is $325.00. Additionally, the Committee discussed continuing paying different district contributions to part time employees and full time employees. The Committee voted to recommend continuing the lower district contribution ($229) to those employees who are part time. A committee member brought up the idea of redefining a part time employee. The committee felt this was not within its purview to make recommendations concerning this topic.

The Committee expressed their appreciation for what the Board did in approving the increase to the insurance benefit. They do understand that the Board continues to make a concerted commitment to District employees with these increases in benefits each year.

Other Coverage attached to Health Insurance Program

The District currently offers $20,000 life insurance on the employee and a vision plan that offers an eye exam each year. The life insurance, with Fortis Benefits, will be renewed with a $.01 increase per $1,000 of coverage. VSP renewed with no increase in premiums. The committee discussed whether or not to continue to offer these free of charge to the employees as well. Sharay Boynton explained that the cost would come from the $328.35 budgeted as discussed above. The committee voted to recommend that the life and vision benefit be continued.

Voluntary Products

Dental - The current plan is EZ-Dent which is a direct reimbursement dental plan administered by Diversified Benefits, Inc. The administration fee is in the third year of a five-year guarantee.

The plan is basically a self-funded plan funded by the District and its employees. Sharay Boynton conducted a funding analysis showing that the program was being more than adequately funded with current premiums. She also suggested that by reducing the premiums between 15% and 20% the current program would be appropriately funded. The committee was in consensus to recommend continuing the plan as designed and reducing the premiums.

This is a fully voluntary program. Previously, it was recommended and approved to offer this plan to all employees working >30 hours/week and those employees working <30 hours a week if employed by the District for 5 years or more. The committee was in consensus that the District should continue offering the plan in this manner.

Voluntary Group Life – The current carrier is Highmark. Highmark will no longer be writing this type of coverage for groups. Mr. Brian Roberts, our Third Party Administrator, acquired bids and recommended selecting the Mutual of Omaha program. There actually will be a slight decrease in the premiums for the same type of coverage. Each employee who has this insurance currently will be allowed to purchase the exact same amount of coverage without health examinations. The committee was in consensus to continue to offer this coverage.

Disability - The current carrier is UNUM/Provident. There is no premium or plan change. The committee was in consensus to continue to offer this coverage through UNUM/Provident.

Cancer - The current carrier is TransAmerican Insurance. The committee voted to offer the plans provided by Transamerica.

Individual Life Insurance – The current carrier is Texas Life Insurance Company. There will not be a rate increase this year. The committee was in consensus to continue to offer this coverage.

Long Term Care – The current plan offered is the GoldenCare plan through Bankers United Life Assurance Company recently purchased by Life Investors. No major changes are anticipated. The committee was in consensus to continue to offer this coverage.

Flex Spending Accounts – The District's §125 Plan authorizes funds to be set aside for the reimbursement of qualified medical and child care expenses. These are "use it or lose it" accounts that allow employees to pay for eligible costs using pre-tax dollars. The annual limit for Medical Reimbursement has been $3,600 while the Dependent Care annual limit has been $5,000 (maximum allowed by law). The committee discussed increasing the medical limit. With the potential increase in premiums and out of pocket expenses, the committee voted to recommend an increase in the medical reimbursement limit to $4,800. ($400 per month).

Gap Insurance – In light of the fact that insurance out-of-pocket expenses continue to go up, the committee was presented a new type of insurance to consider. It is generally referred to as Gap Insurance and it is specifically designed to provide coverage for out-of-pocket expenses. SisLink offers this insurance. It has: 1) Inpatient hospital confinement benefit, and 2) outpatient benefits. The rates and benefits can be designed to fit the employees' needs. (Copies attached) The committee was in consensus to recommend that this program be added to our list of voluntary products offered to our employees.

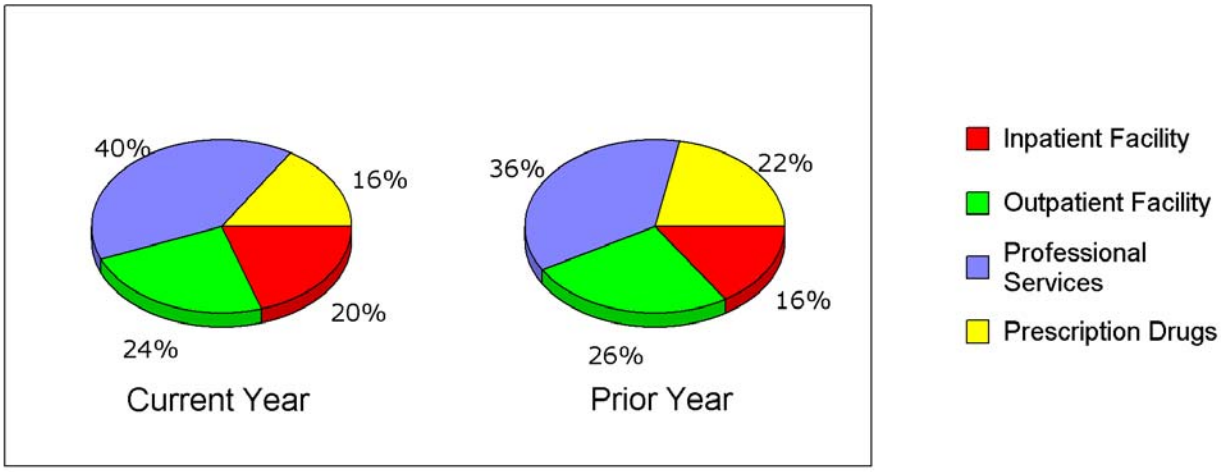
SIGN-IN SHEET

	Name	Dept./Location
1.	Lauri Taylor	HR
2.	Sue Ellen Fry	Acton Elem.
3.	Mary McCullough	BTC
4.	Bill Brock	TVANS
5.	Nancy Cowan	Marsans
6.	Rebecca Dawson	Brawner
7.	Carola Bradley	Admin
8.	Tammy Clark	GHS
9.	Natalie Sonnefeld	AES
10.	Trish Lynn	HR.
11.	Mary Dyer	Business Ofc
12.	Angela Hafling	Drawner
13.	Angela Bell	Baccus
14.	Janice Courtney	Baccus
15.	Pam McIntosh	HR
16.	Lourdes Rampe	BO
17.	Sandy McDuffie	ERES
18.	Lynn Oglesby	ERES
19.	Doug Cox	AMS
20.	Jason Reid	GHS

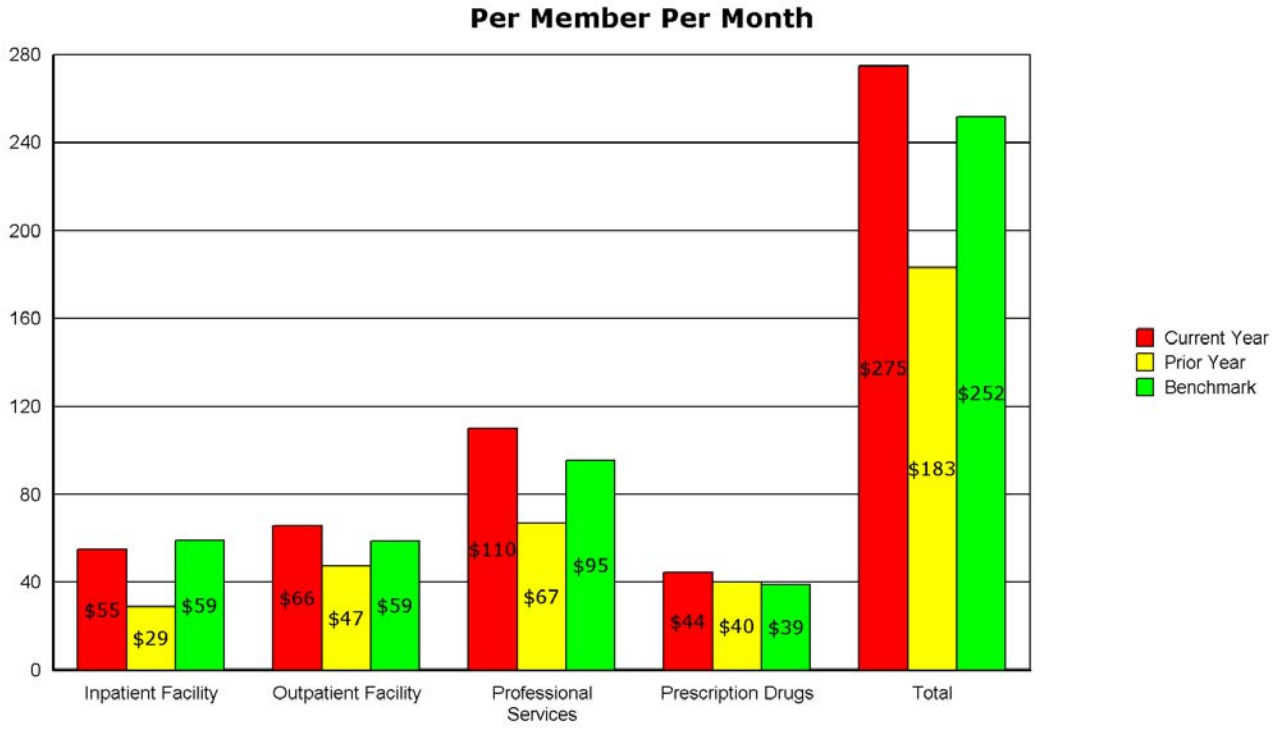
21. Scott A Campbell
22. Amy Knipstein
23. Brenda Elliott
24. Nikki Cate
25. Susan Young
26. Jill VanDorn
27. Dijit Russell
28. Jim Bean
29. Rob Stow
30. Cheryl Long
31. Ruth Roberts
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40.

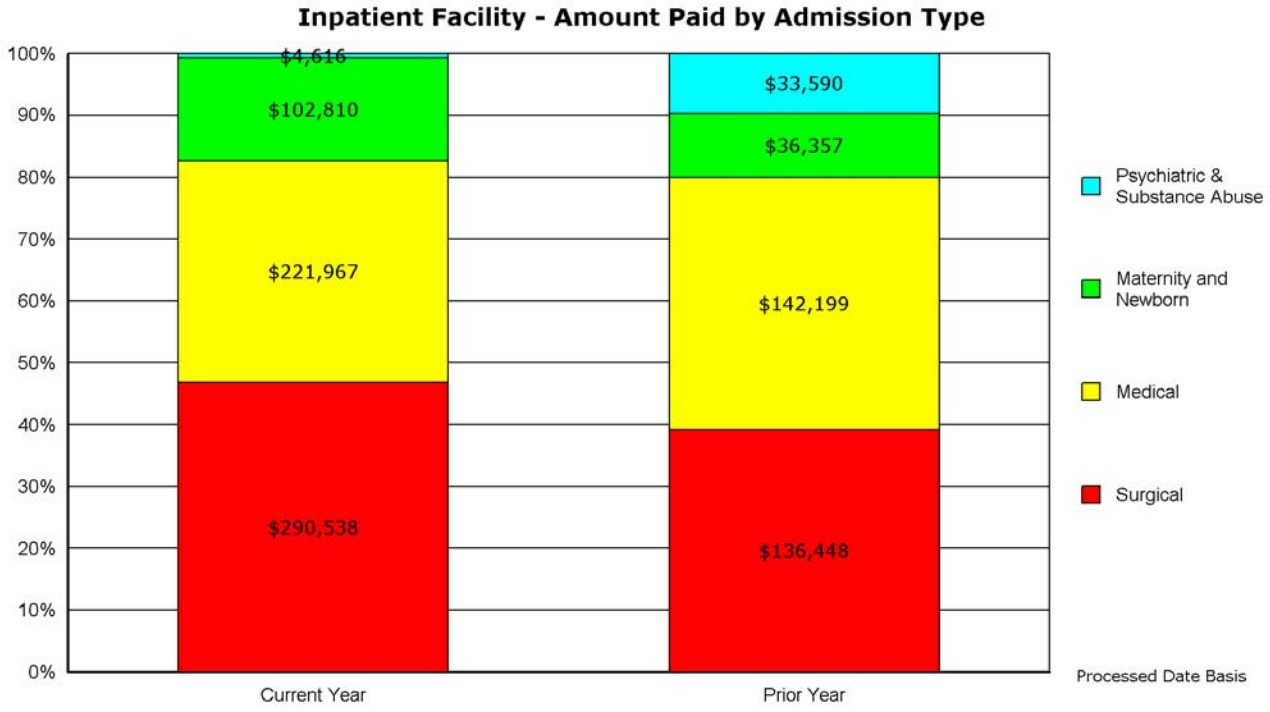
HPPM0002.02 Percent of Claims Graph - Pd Basis

Percent of Claims by Year

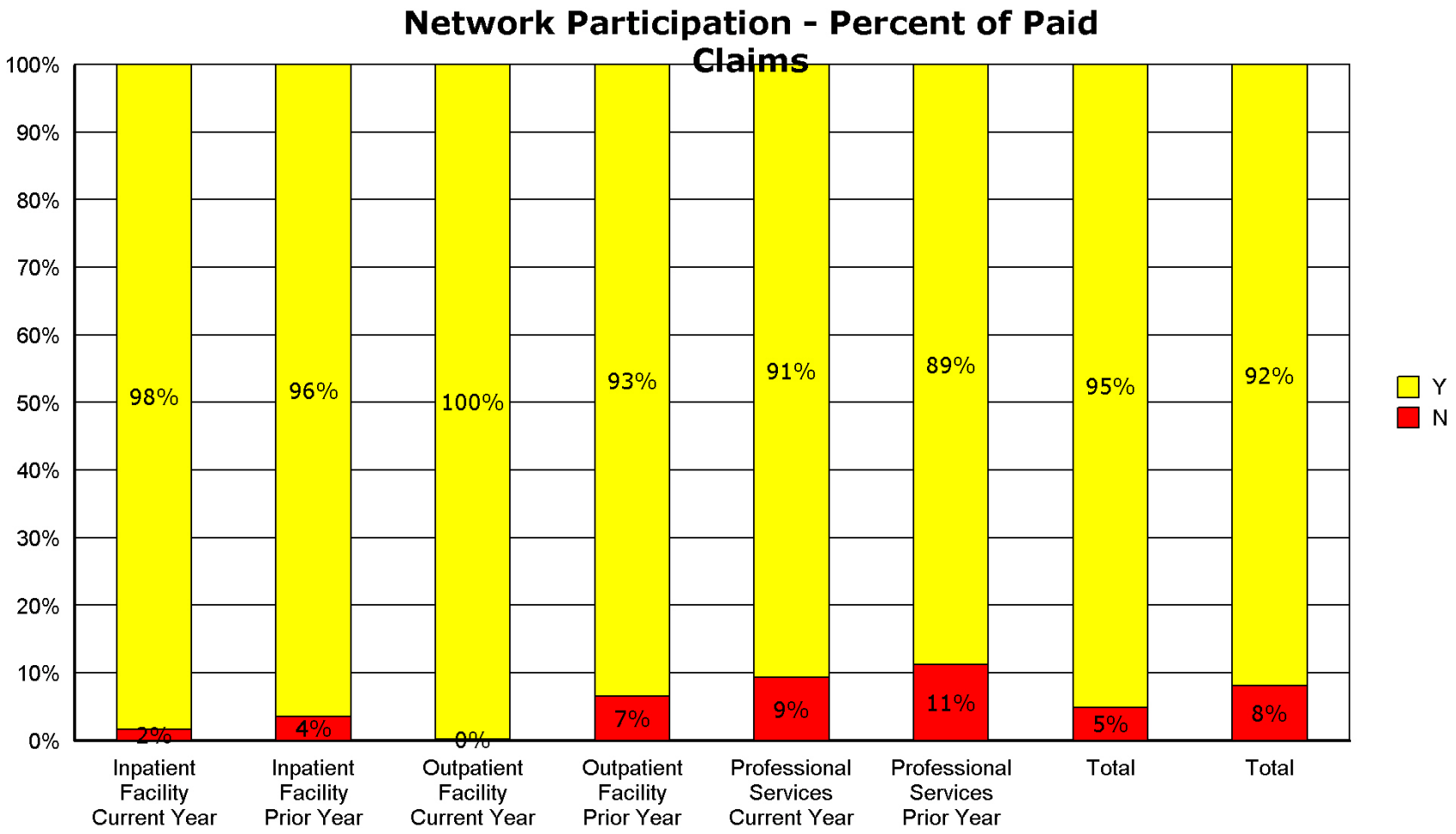


Paged by: HPPM0006.01 Cost PMPM -
Group:76160034:GRANBURY Pd Basis
ISD

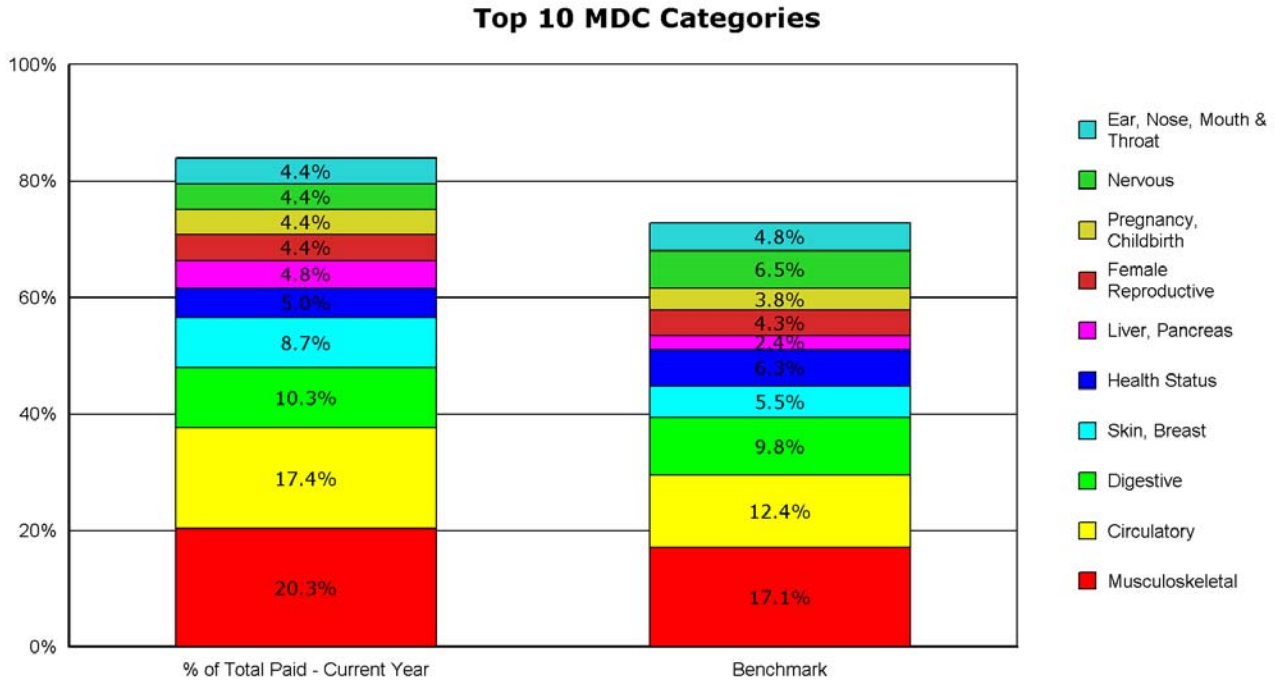



Inpatient Facility - Amount Paid by Admission Type
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
$4,616
$102,810
$221,967
$290,538
$33,590
$36,357
$142,199
$136,448
Current Year
Prior Year
Psychiatric & Substance Abuse
Maternity and Newborn
Medical
Surgical
Processed Date Basis

HPPM0011.02 Network usage - Percent of Paid Claims Graph - Pd Basis



HPPM0014.02 MDC Analysis
Graph - pd basis



September 16, 2004

Dixie Purselley
Purselley Associates
One Summit Avenue
Suite 306
Ft. Worth, TX 76102

Re: Granbury ISD
Renewal Effective December 1, 2004
Wausau Benefits Administrative Services

Dear Dixie:

Enclosed is the Wausau Benefits administrative renewal offer effective December 1, 2004.

Administrative Fees - Medical

Medical Administration: The Medical administrative fee will increase from $11.07 per employee per month to $11.62 per employee per month. The current fee was guaranteed from December 1, 2002 through November 30, 2004.

PPO Access fee: There will be an increase of $.01 PEPM, to $3.86 per employee per month, for access to the PHCS PPO network. This fee is a direct pass-through to PHCS. The fee for the NPPN Overlay will increase from 25% of savings to 30% of savings.

Utilization and Case Management: There will be an increase from $2.63 to $2.75 per employee per month for these services.

Reinsurance Fee: This is the cost for Wausau Benefits to interface with the stop loss carrier, including providing target diagnoses, 50% of stoploss level reports, etc. This cost will remain at $1.75 per employee per month.

Prescription Drug Plan (Wausau Pharmacy Benefits): There will be no change in the per claim cost of $.27 for the processing of electronic claims. The cost to process paper claims will remain at $1.75 per claim. The percentage of rebate sharing to the client will also remain at 70% of rebates.

WAUSAU BENEFITS℠
1608 Mountain Laurel Dr., Keller, TX 76248
www.wausaubenefits.com
817.503.9212 • fax 817.503.9021
Toll-free 866.881-0144 • cell 817.366.7197

Administrative Fees – Other

The cost for HIPAA certificates will remain at $.25 per employee per month.

Current optional services including ad-hoc reporting, ID card mailing to the employees' residence, New York surcharge reporting, URN Centers of Excellence, subrogation services, and large bill review are explained in detail on page 6 of the enclosed renewal proposal.

Optional Services

We have provided information on additional optional services beginning on page 14 of the enclosed renewal presentation.

Birthline and Disease Management
Based on the population of Granbury ISD, we would like you to consider BirthLine, designed to help mothers carry their babies to full-term and Disease Management which focuses on the management of chronic disease.

Rob Stow and I look forward to working with you on this renewal. Please call either Rob or me with questions and let us know what we can do to assist. Thank you.

Sincerely,

Cheryl Lang
Account Manager

cc: Rob Stow

WAUSAU BENEFITS℠
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09 Claimants Over $25,000 - Current Year

Document

Wausau Benefits - Health Plan Performance Measures

Claimants Over $25,000 - Current Year

Page-by:
Group: 76160034:GRANBURY ISD

Prior Year Begin Date	Current Year Begin Date	Current Year End Date
DECEMBER 2002	DECEMBER 2003	AUGUST 2004

Analysis Range by Group

Page-by:
Group: 76160034:GRANBURY ISD

Member ID	Amount Paid Current Year
1615917	$ 168,590
1616260	$ 71,760
1616704	$ 69,204
1987746	$ 49,810
2084674	$ 48,393
1616680	$ 45,967
1616470	$ 40,322
1616123	$ 38,554
1616239	$ 35,158
1616223	$ 34,491
1997650	$ 33,202
1616495	$ 30,556
1616392	$ 29,822
1616356	$ 25,888
Total	**$ 721,717**

HPPM0009.01 Claimants Over $25,000 - CY

Wausau Benefits - Health Plan Performance Measures

Claimants Over $25,000 - Current Year

Page-by:
Group: 76160034:GRANBURY ISD

Prior Year Begin Date	Current Year Begin Date	Current Year End Date
DECEMBER 2001	DECEMBER 2002	AUGUST 2003

Analysis Range by Group

Page-by:
Group: 76160034:GRANBURY ISD

DA-03

Member ID	Amount Paid Current Year
1616393	$ 44,813
1616481	$ 43,316
1616391	$ 38,921
1616032	$ 37,354
1616232	$ 31,258
Total	**$ 196,663**

HPPM0009.01 Claimants Over $25,000 - CY

Granbury ISD
12/1/2004 to 12/1/2005

Carrier		Current	Renewal	BPInc-Initial	BPInc-Initial	Montgomery Mgmt-Initial	Montgomery Mgmt-Initial	ING-Initial	Sun Life	Boston Mutual	HCCB-Initial	HCCB-Initial	Declines
Specific													
Contract Type		Paid	Paid	24/12	24/12	24/12	24/12	24/12	24/12	24/12	24/12	24/12	
Benefit		Medical	Medical	Medical	Medical	Medical	Medical	Medical	Medical	Medical	Medical	Medical	Unimerica
LT/MT		$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	NBR
Deductible		$100,000	$100,000	$100,000	$125,000	$100,000	$125,000	$100,000	$100,000	$100,000	$100,000	$125,000	AIG
Rates													
Single		$17.95	$20.64	$19.94	$16.04	$20.13	$15.47	$20.20	$29.45	$24.70	$25.40	$19.82	
Family		$47.15	$54.22	$52.70	$37.64	$50.11	$39.84	$56.73	$75.04	$61.64	$70.27	$58.78	
Annual		$210,144.60	$241,646.88	$234,224.40	$176,892.96	$228,960.84	$179,181.96	$245,381.52	$339,159.96	$281,313.36	$305,970.48	$248,321.52	
Aggregate													
Corridor				125%	125%	125%	125%	125%	125%	125%	Aggregate not quoted		
Contract Type		Paid	Paid	24/12	24/12	24/12	24/12	24/12	24/12	24/12	at this time.		
Disputes		Medical Rx	Medical Rx	Medical Rx	Medical Rx	Medical Rx	Medical Rx	Medical Rx	Medical Rx	Medical Rx			
Maximum		$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000			
Premium		$2.24	$2.91	$4.80	$4.80	$2.32	$2.32	$2.64	$2.76	$3.37			
Annual Premium		$17,391.36	$22,593.24	$37,267.20	$37,267.20	$18,012.48	$18,012.48	$22,049.76	$21,428.64	$26,164.68			
Total - Specific & Agg Premium		$227,535.96	$264,240.12	$271,491.60	$214,160.16	$246,973.32	$197,194.44	$267,431.28	$360,588.60	$307,478.04			
Fees													
Single		$279.47	$410.82	$403.00	$406.63	$406.75	$411.22	$606.25	$624.43	$648.23			
Family		$739.33	$1,086.82	$1,071.00	$1,080.64	$1,016.88	$1,028.07	$606.25	$824.43	$648.23			
Annual Agg Ded		$3,284,505.72	$4,828,230.48	$4,748,124.00	$4,790,875.56	$4,636,862.12	$4,687,956.48	$4,706,925.00	$4,848,074.52	$5,032,857.72			
Run In Corr				$712,000	$719,000	?	?	None	?	$805,252			
Grand Total		$3,512,041.68	$5,092,470.60	$5,019,615.60	$5,005,035.72	$4,883,835.44	$4,885,150.92	$4,974,356.28	$5,208,663.12	$5,340,335.76	$305,970.48		$0.00
Claims Disc				30 days	30 days	30 days	30 days	75 days	30 days	30 days	30 days		
Final Claim Period				through 11 months	through 11 months	to the effective date	to the effective date	through 9 months	2 weeks prior to the effective date	to the effective date	to the effective date		

Neither Wausau Benefits nor the Stop Loss Carriers will be bound by any typographical errors and/or omissions contained herein. Please refer to actual proposal for rates; enrollment counts; contingencies and other conditions.

WAUSAU BENEFITS℠
common sense. uncommon results.

Granbury ISD Voluntary Life Comparison

	Mutual of Omaha	Assurant (Fortis)
Employee $50,000 of Coverage		
< 20	$3.00	$1.30
20-24	$3.00	$2.60
25-29	$3.00	$2.60
30-34	$3.35	$3.90
35-39	$4.10	$5.20
40-44	$6.35	$7.80
45-49	$10.80	$10.40
50-54	$17.90	$20.80
55-59	$28.00	$37.70
60-64	$43.65	$55.90
65-69	$78.35	$94.90
70-74	$140.25	$169.00
75+	$231.30	$629.00
Spouse $25,000 of Coverage		
< 20	$3.05	$1.30
20-24	$3.05	$1.30
25-29	$3.05	$1.95
30-34	$3.45	$2.60
35-39	$4.20	$3.25
40-44	$6.50	$4.55
45-49	$11.15	$7.15
50-54	$18.40	$13.00
55-59	$28.80	$24.70
60-64	$44.90	$37.05
65-69	$80.60	$59.80
70-74	$80.60	$111.15
75+	$80.60	$371.00
Children ($10,000)		
	$1.00	$1.82
Guarantee Issue Employee	$200,000	$100,000
Spouse	$50,000	$50,000
Child	$10,000	$10,000

EZ DENT FUNDING ANALYSIS

08/01/03 - 08/31/04

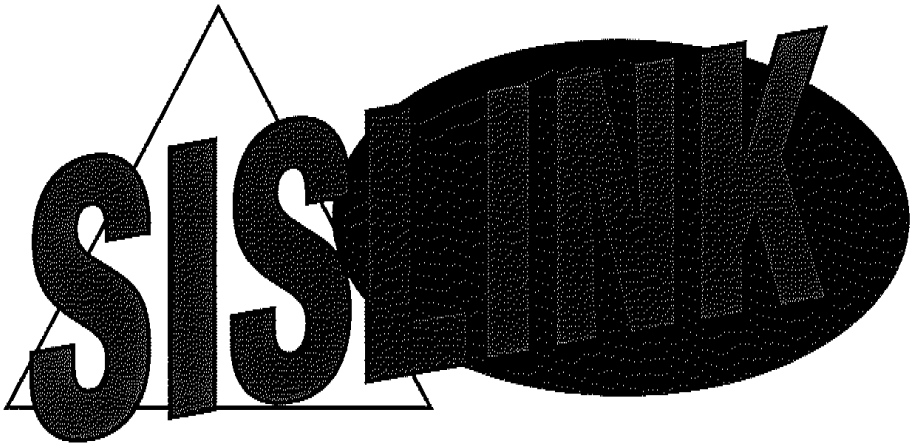
	Aug-03	Sep-03	Oct-03	Nov-03	Dec-03	Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Jul-04	Aug-04		Total		
Active																	
Employees	323	301	324	330	334	330	327	333	337	335	334	325	317		4250	327	
Total Premium	$18,212.00	$17,061.00	$17,898.00	$18,223.00	$18,321.00	$17,996.00	$17,879.00	$18,235.00	$18,279.00	$18,219.00	$18,189.00	$17,774.00	$17,523.00		$233,909.00	280,570.80	23,380.90
Admin. Fee	$1,938.00	$1,805.00	$1,944.00	$1,980.00	$2,004.00	$1,980.00	$1,962.00	$1,998.00	$2,022.00	$2,010.00	$2,004.00	$1,950.00	$1,902.00		$25,500.00		
Claims	$17,963.45	$7,931.32	$10,613.38	$14,631.04	$16,211.47	$13,324.78	$12,227.96	$17,094.17	$8,075.18	$17,074.24	$9,457.00	$14,608.34	$12,512.50		$171,724.83		
															$176,557.82		
Net	-$1,689.45	$7,323.68	$5,340.62	$1,611.96	$105.53	$2,691.22	$3,689.04	-$857.17	$8,181.82	-$865.24	$6,728.00	$1,215.66	$3,108.50		$57,251.18	24.49%	
PEPM	$55.61	$26.35	$32.76	$44.34	$48.54	$40.38	$37.39	$51.33	$23.96	$50.97	$28.31	$44.96	$39.47		$524.37	40.34	

	Current Funding						Proposed Funding			(No Growth - 20% Reduction in Prem)						
				Total	Annual					Total	Annual	PEPM	Annualized	Diff		
	Class	# of Part.	Mo. Prem.	Mo. Prem.	Premium		Class	# of Part.	Mo. Prem.	Mo. Prem.	Premium					
	EO	183	$30.00	$5,478	$65,742		EO	183	$24.00	$4,383	$52,593	$40.34	$88,391.41	-$35,798		
	EC	29	$79.00	$2,273	$27,273		EC	29	$63.20	$1,818	$21,819	$40.34	$13,925.18	$7,893		
	ES	39	$68.00	$2,642	$31,698		ES	39	$54.40	$2,113	$25,359	$40.34	$18,802.72	$6,556		
	EF	77	$99.00	$7,593	$91,110		EF	77	$84.15	$6,454	$77,444	$40.34	$37,121.41	$40,322		
		327		$17,985	$215,824			327		$14,768	$177,214		$158,240.74	$18,974		

Granbury Independent School District

Presented by:

Purselley & Associates


SIS

Benefits

- Inpatient Hospital Confinement Benefit
- Outpatient Benefit

Inpatient Hospital Confinement Benefit

Granbury ISD has selected two inpatient benefits, $750.00 and $1000.00, for you to choose from, to help offset the expenses you incur from a hospital confinement that is covered by your major medical plan. Reimbursement of out of pocket expenses will be made up to the maximum benefit and are limited to the deductible and coinsurance amounts you are required to pay under your major medical plan. This is a calendar year benefit for each covered person.

Outpatient Benefit

This benefit pays the difference between the benefit paid by your major medical policy and the actual outpatient treatment expenses incurred, up to the $200 benefit maximum. Outpatient benefits are treatments such as outpatient surgeries, diagnostic testing and lab work. It does not include physician office visits or wellness care. This benefit is subject to maximum of 4 occurrences per family per calendar year. Same or related conditions must be separated by at least 90 consecutive treatment-free days.

Administered By:

Special Insurance Services, Inc.



GRANBURY INDEPENDENT SCHOOL DISTRICT

$750 Hospital Confinement Benefit
$200 Out-Patient Benefit
Physician Office Visit Coverage Not Included
Wellness Benefit Not Included

	Monthly Rate*
Under Age 40:	
Insured Only	$10.12
Insured plus Spouse	$18.22
Insured plus Children	$26.82
Insured plus Family	$34.92
Ages 40-49:	
Insured Only	$12.85
Insured plus Spouse	$23.11
Insured plus Children	$27.58
Insured plus Family	$37.85
Ages 50 & Above:	
Insured Only	$27.05
Insured plus Spouse	$48.68
Insured plus Children	$49.51
Insured plus Family	$70.78

*Rates are "per employee per month or part thereof."



GRANBURY INDEPENDENT SCHOOL DISTRICT

$1,000 Hospital Confinement Benefit
$200 Out-Patient Benefit
Physician Office Visit Coverage Not Included
Wellness Benefit Not Included

	Monthly Rate*
Under Age 40:	
Insured Only	$11.69
Insured plus Spouse	$21.02
Insured plus Children	$30.22
Insured plus Family	$39.56
Ages 40-49:	
Insured Only	$14.85
Insured plus Spouse	$26.66
Insured plus Children	$31.18
Insured plus Family	$43.06
Ages 50 & Above:	
Insured Only	$32.05
Insured plus Spouse	$57.72
Insured plus Children	$56.97
Insured plus Family	$82.27

*Rates are "per employee per month or part thereof."

Texas ISD General Comparision Information

	Allen ISD	Frisco ISD	San Angelo ISD	Irving ISD	Tyler ISD	Highland Park ISD	Houston ISD	Garland ISD
Self-funded	Yes	Yes	Yes	Yes	Yes	Yes - 10 Years	?	Yes
Insurance Carrier	?	?	?	Cigna	?	Aetna	Humana	?
Basic Plan Deductible	**$300**	**$2,000**	**$1,000**	**$2,000**	**$500**	**$500**	**$1,500**	**$350**
Basic Plan Coinsurance	80%	70%	?	70%	?	80%	75%	80%
Doctor's Copay	None	None	$30	$30	?	?	None	None
Wellness Benefit	$250.00	$400.00	?	?	?	?	$1,000.00	?
Rx Copay	$10 - $25	$25 - $50	?	$15-$40-$50	?	?	$15 - $25 - $45	$8 - $35 - $45
Basic Plan EE Deduction	**$55.00**	$10.00	$0.00	$0.00	**$120.00**	**?**	**$78.00**	**$133.00**
Buy-Up Plan Deductible		**$500**	**$1,000**	$300	$100	?	**None - HMO**	**None**
Buy-Up Plan Coinsurance		80% - 60%	?	?	?	?	100%	80%
Doctor's Copay		$25	?	$25	?	?	$20	$20
Wellness Benefit		$400.00	?	?	?	?	$20	?
Rx Copay		$15 - $25	?	$15-$40-$50	?	?	$15 - $30 - $60	$15 - $35 - $55
Buy-Up Plan EE Deduction		$300.00	$75.00	$195.98	$210.00	?	$144.00	**$475.00**
District Contribution			$295.00		$225.00			