Regular

Monday, May 2, 2005 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
b. Consider appointment of Director of Athletics
c. Consider appointment of Head Soccer Coach
d. Consider appointment of Head Tennis Coach

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. Student Recognitions
1. Secondary State Science Fair Winners
2. Crossland State Future Problem solvers

b. Financial statements - March 31, 2005
c. Investment report - March 31, 2005

7. **Board members special reports**
8. **Consider Consent Agenda Items - Goals 2, 3, 5**

a. Minutes of the April 18, 2005 regular board meeting
b. Budget amendments
c. CH (LOCAL) policy change - Purchasing and Acquisition

9. **Food service management contract proposal**
10. **Absent Student Assistance Program**
11. **Public comments/audience participation**
12. **Personnel - Goal 6**

a. Consider staff appointments
b. Consider appointment of Director of Athletics
c. Consider appointment of Head Soccer Coach
d. Consider appointment of Head Tennis Coach

13. **Adjourn**

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 2, 2005
For: Information

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: April 21, 2005
RE: 03/31/05 Financial Statements

SUMMARY:

Attached are the financial statements for the period ended March 31, 2005 for the general operating fund.

The statements for the period ended March 31, 2005 include only those transactions that occurred between the period of September 1, 2004 and March 31, 2005. Revenue collected to date equal 87.62% of the budgeted amount compared to 86.34% last year. Expenditures to date represent 54.3% of the budget compared to 57.04% last year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Emmett Whitefield

Date Submitted: March 28, 2005

Granbury Independent School District

Sharay Boynton, CPA
Executive Director of Finance

April 21, 2005

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 rate similar to 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, 2005 was $35,217,904. 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. During this time, the market started realizing a rise in interest rate on short and long term monies. The yield between the pools and the interest bearing checking accounts is starting to lag behind that of individual Treasuries and Agencies. TexasTerm has a fund that allows for purchases of set maturity dates, which are realizing larger yields than the daily fund due to this lag. Funds have and will be reallocated to take advantage of the higher yield associated with the long-term investments.

Throughout most of last quarter, LOGIC maintained a higher yield than TEXPOOL, TexasTerm Daily and TASB-Lone Star. TexasTerm I, investments with set maturities, yield was higher than the LOGIC fund, however, funds are not as liquid as they are in the pools. The interest yield on the checking accounts is lower than LOGIC. Due to collateral and diversity issues, funds are invested in the pools, TexasTerm I 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

William Harris, Superintendent
600 West Bridge • Granbury, Texas 76048 • Phone (817) 408-4015 • Fax (817) 408-4033
sharay_boynton@granbury.k12.tx.us

PORTFOLIO SUMMARY REPORT
PERIOD ENDING 03/31/05

GRANBURY ISD – GENERAL OPERATING INVESTMENT FUNDS

Beginning Book Value	$29,057,288
Beginning Market Value	$29,057,288
WAM at Beginning of Period	21.4 Days
Change to Market Value	$ 0
Ending Book Value	$29,057,288
Ending Market Value	$29,057,288
Gain/Loss	$ 0
WAM at Ending Date	21.4 Days
Period Yield to Maturity	2.72%
Period Average Benchmark Yield	2.77 %

GRANBURY ISD – FOOD SERVICE INVESTMENT FUNDS

Beginning Book Value	$ 470,923
Beginning Market Value	$ 470,923
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 470,923
Ending Market Value	$ 470,923
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	2.71%
Period Average Benchmark Yield	2.77%

GRANBURY ISD – SCHOLARSHIP/TRUST INVESTMENT FUNDS

Beginning Book Value	$ 67,547
Beginning Market Value	$ 67,547
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 67,547
Ending Market Value	$ 67,547
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	2.25%
Period Average Benchmark Yield	2.77%

GRANBURY ISD – DEBT SERVICE INVESTMENT FUNDS

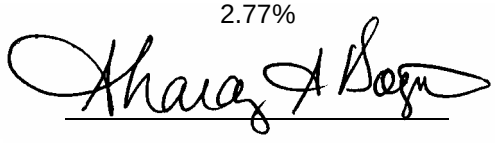
Beginning Book Value	$ 5,026,328
Beginning Market Value	$ 5,026,328
WAM at Beginning of Period	68.7 Days
Change to Market Value	$ 0
Ending Book Value	$ 5,026,328
Ending Market Value	$ 5,026,328
Gain/Loss	$ 0
WAM at Ending Date	68.7 Days
Period Yield to Maturity	2.80%
Period Average Benchmark Yield	2.77%

GRANBURY ISD – BUILDING FUND INVESTMENT FUNDS

Beginning Book Value	$ 142,793
Beginning Market Value	$ 142,793
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 142,793
Ending Market Value	$ 142,793
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	2.76%
Period Average Benchmark Yield	2.77 %

GRANBURY ISD –SELF INSURANCE INVESTMENT FUNDS

Beginning Book Value	$ 453,025
Beginning Market Value	$ 453,025
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 453,025
Ending Market Value	$ 453,025
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	2.25%
Period Average Benchmark Yield	2.77%

Prepared by: Finance Director 

Superintendent 

GRANBURY ISD
BOARD OF TRUSTEES
OFFICIAL REGULAR MEETING
MINUTES
April 18, 2005

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, April 18, 2005 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 7:00 p.m. Rev. Edward Kresowaty, Minister of Good Shepard Episcopal Church led the invocation and Mambrino students, Jared McDonald and Jared Stapleton led the pledges.

Superintendent's Report

Superintendent Harris recognized Nettie Baccus Elementary school for receiving the Title I, Part A Distinguished Progress Award from the Texas Education Agency. Mr. Harris presented Baccus Elementary Principal, Nancy Alana, with a certificate from the Texas Education Agency.

Board Members Special Reports

None

Consent Agenda

A motion was made by Micky Shearon and seconded by Mark Graves to approve the consent agenda items as presented. **MOTION CARRIED** Yes 7 – Noe 0. The consent agenda items approved are: (a) minutes of the March 29, 2005 special called board meeting and the April 4, 2005 regular board meeting; (b) budget amendments; (c) physical education supplies and equipment bid no. 2005-18 and (d) Granbury High School and Granbury Elementary/Middle School's 2004-05 summer school program.

Catastrophic leave request - A motion was made by Jerry Campbell and seconded by Mark Graves to approve the catastrophic leave request for additional day as presented. **MOTION CARRIED** Yes 7 Noe 0

Public Comments

None

Posting notice of possible land sale

No action taken

Personnel

A motion was made by Mark Graves and seconded by Brian Condit to approve the appointment of Beauen Bogner, Theater Arts Teacher, Acton MS; Darla Broesche, 3rd Grade Bilingual Teacher, Acton Elementary; Laura Govea, Registered Occupational Therapist; Elizabeth Quiroga, 2nd Grade Bilingual Teacher, Acton Elementary; Kara Rapp, Biology, Acton MS; Rachel Robertson, 4th Grade Teacher, Brawner Intermediate; Kristen Thigpen, 5th Grade Teacher, Oak Woods; and Kimme Woolf, Math Teacher, Granbury HS. **MOTION CARRIED** Yes 7 – Noe 0

A motion was made by Mark Graves and seconded by Brian Condit to approve the appointment of Randy Leach as Director of Facilities. **MOTION CARRIED** Yes 7 – Noe 0

Superintendent Harris announced the appointment of Marsha Grissom as Interim Athletic Director.

Adjournment

There being no further business, the meeting was adjourned at 7:12 p.m.

Charlie Cloud, President

Micky Shearon, Secretary

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 2, 2005
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: April 21, 2005
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: April 21, 2005

BUDGET AMENDMENTS RECOGNIZING DONATED & MISCELLANEOUS REVENUES

Fund 199, Mr. Bobby Mabery, Originator
This Amendment recognizes funds in the amount of $43 allocated to function 12. These funds are generated from Library fines and will be used to purchase additional Library Books and Media.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 2, 2005
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: April 21, 2005
RE: CH(LOCAL) Change

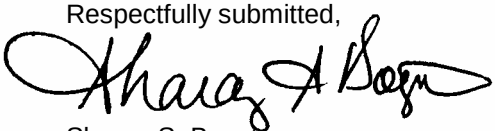
SUMMARY:
The above local policy is applicable for purchasing and acquisition. There are a couple of items that if made would help in the administration of the purchasing function of GISD. A copy of the proposed policy is attached for your review.

Education Code 44.033 allows for quotations to be accepted and used for purchases of items with an aggregate or total cost between $10,000 and $25,000. By adding the highlighted language to the local policy, it will allow GISD administration the needed flexibility and efficiency in making purchases for items that don't exceed $25,000 but are in excess of the $10,000 limit. Without having to go through a formal bid process, the time to make the purchase will be significantly reduced. The formal bid process does not only take about 6 weeks or more to process but also significant staff time in developing the specifications and preparing the tabulations. The quote process would cut the time of the process down considerably as well as relieve staff time.

The current policy requires that any purchase in excess of $25,000 be taken to the Board for approval, even if purchased using an approved method. This is not a problem when the item is purchased using a bid/proposal done by District staff, as the purchase is approved by the Board through the bid process. The issue is that when a purchase is made through DIR, TCPN, BuyBoard or other approved interlocal purchase. When using these methods, even though they are an approved process, the policy requires the purchase to be taken to the Board prior to the purchase even though it is being purchased with budgeted funds. This causes a time delay in getting the purchase made. Currently this also applies to the aggregate cost. When the aggregate is used, it requires manual tracking of purchases. Anytime manual tracking is done you run the risk of not catching everything. By raising the limit to $50,000 and removing the aggregate requirement, the number of purchases that have to be addressed in this manner will decrease and purchases can be made more efficiently. Further the removal of the aggregate requirement will ensure that the policy is fully adhered to.

RECOMMENDATION:
I recommend the Board approve the policy as amended.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Deborah Johnson
Sharay Boynton
Date Submitted: April 21, 2005

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 2, 2005
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: April 26, 2005
RE: ARAMARK Food Service Management Contract

SUMMARY:
The contract that GISD has with ARAMARK for management of the District's food service program will expire at the end of this school year. This was the 5th year of our 5 year contract. Request for proposals for Food Service Management Services were let and GISD only received one response. Summary and evaluation of the proposal process is attached for your review.

The ARAMARK proposal was reviewed by Sharay Boynton. Mr. Harris and Ms. Boynton met with Barbara Flanagan and Laine Meek, ARAMARK representatives, regarding details of the proposal.

RECOMMENDATION:

It is recommended that the Board accept the proposal presented by ARAMARK for the 5 year term with annual renewals as required by TDA and authorize Mr. Harris to enter into a contract for these services as presented.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Mrs. Sharay Boynton

Date Submitted: April 26, 2005

Granbury Independent School District
600 West Pearl Street
Granbury, TX 76048
William Harris, Superintendent

OFFICE OF CURRICULUM & INSTRUCTION

For:	**Board of Trustees**
Date:	**May 2, 2005**
Action:	**Approval**

To:	**Mr. William Harris, Superintendent**	**From:**	**Jan Van Dorn**
		Date:	**April 25, 2005**
		RE:	**Absent Student Assistance Program**

SUMMARY:
The Absent Student Assistance Program (ASAP) is an agreement between the school district, the Constable's office, and the Justice of the Peace Court. The Constable's office will oversee the day-to–day operation of the program with assignment of an deputy to the district year round to perform such duties as school and home visits, truancy occurrences, filing truancy, court hearings, and drop out prevention. This list is not inclusive of duties that the deputy will perform for the district. The main goal will be to assist the district in keeping students in school and provide a needed service to both schools and taxpayers. Monies for this endeavor will come from federal grant dollars.

RECOMMENDATION:
The Administration recommends the approval of this program.

Respectfully submitted,

Jan Van Dorn
Assistant Superintendent

Staff Persons Responsible: William Harris
Jan Van Dorn

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