## Regular

Tuesday, May 1, 2007 5:00 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 Code Section 551.001 et seq.**
a. Chapter 551.074 - Personnel
1. Consider staff appointments
2. Consider Superintendent evaluation, contract and salary adjustments
b. Chapter 551.072 - Purchase, exchange, lease or value of real property
3. **Reconvene in open session**
4. **Opening Comments/Invocation**
5. **Pledges - U.S. Flag & Texas Flag**
6. **Student Recognition**
a. State Cross Examination Debate Meet - Chelsea Flynn & Emily Dixon
b. Texas Geographic Bee - Joshua Cutler
7. **Consider consent agenda items**
a. Minutes of the April 3, 2007 regular board meeting
b. Budget amendments
c. Library books
1. Library Books - Region XI Co-Op
2. Library books, reference materials, class sets and video media 2005-15 (renewal)
d. Athletic Trainer supplies & equipment bid no. 2006-03 (renewal)
e. Guidance & evaluation supplies & materials and testing materials bid no. 2006-26
f. Computer and copy paper bid no. 2007-07
g. Music, Band & Choir supplies bid no. 2005-22 (renewal)
h. Magazine and periodical subscription services 2005-16 (renewal)
i. Office supplies & equipment 2005-19 (renewal)
j. Physical Education supplies & equipment bid no. 2005-18 (renewal)
k. Instructional supplies & equipment bid no. 2005-20 (renewal)
l. Audio visual and library supplies & equipment bid no. 2006-05 (renewal)
m. Nursing and Health supplies & equipment bid no. 2006-04 (renewal)
n. Foreign exchange student waiver
o. Technology purchases
8. **Consider District Data Management Software replacement**
9. **Reports**
a. Reports by the Superintendent - William Harris
1. Preliminary 3rd/5th grade TAKS performance and Academic update
2. Gas lease update
3. Facilities improvements update - VLK
4. District facilities review - PBK
b. Reports by the Executive Director of Finance - Sharay Boynton
1. March 31, 2007 financial statements
2. Investment report for period ending February 28, 2007
10. **Board members special reports**
11. **Public comments/audience participation**
12. **Consider action on items discussed in closed session**
a. Staff appointments

b. Consider Superintendent evaluation, contract and salary adjustments
c. Consider purchase, exchange, lease or value of real property
13. **Adjourn**

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 01, 2007
For: Approval

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

**FROM**: Sharay Boynton, Finance Director
**DATE**: April 23, 2007
**RE**: Budget Amendments

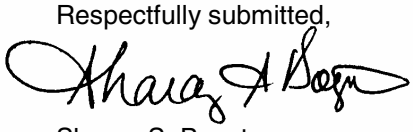
**SUMMARY:**

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 23, 2007

## BUDGET AMENDMENTS RECOGNIZING DONATED & MISCELLANEOUS REVENUES

Fund 199, Ms. Lynn Pool, Originator
This Amendment recognizes funds in the amount of $1,539 allocated to function 52. These funds are generated in the Campus Fund and will be used to purchase security technology equipment.

Fund 199, Mr. Jimmy Dawson, Originator
This Amendment recognizes donated funds in the amount of $45 allocated to function 11. These funds are generated from a PTO donation. And will be used to purchase additional supplies.

Fund 199, Mr. Bobby Mabery, Originator
This Amendment recognizes funds in the amount of $20 allocated to function 12. These funds are generated from library book fines and will be used to purchase additional library books and media.

Fund 199, Mr. Bobby Mabery, Originator
This Amendment recognizes funds in the amount of $6,292 allocated to function 36. These funds are generated from students to fund the G/T history Spring Trip.

Fund 199, Mr. Ralph Purget, Originator
This Amendment recognizes funds in the amount of $2,789 allocated to function 12. These funds are generated from the spring book fair on the campus and will be used to purchase additional library books and media.

Fund 199, Mr. Donnie Cody, Originator
This Amendment recognizes funds in the amount of $1,625 allocated to function 12. These funds are generated from the spring book fair on the campus and will be used to purchase additional library books and media.

Fund 199, Ms. Rebecca Johnson, Originator
This Amendment recognizes funds in the amount of $5,320 allocated to function 12. These funds are generated from the spring book fair on the campus and lost book fees. These funds will be used to purchase additional library books and media.

Fund 199, Mr. Rebecca Johnson, Originator
This Amendment recognizes donated funds in the amount of $190 allocated to function 11. These funds are generated from the campus PTO and will be used to purchase scanners.

Fund 199, Mr. Rebecca Johnson Originator
This Amendment recognizes donated funds in the amount of $5,889 allocated to function 11. These funds are generated from the campus PTO and will be used for student field trips.

Fund 199, Ms. Sharay Boynton, Originator
This Amendment recognizes funds in the amount of $7,000 allocated to function 34. These funds are generated from the sale of buses and will be used to refurbish existing fleet.

## GRANBURY INDEPENDENT SCHOOL DISTRICT

## INTEROFFICE MEMO

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: Library Books – Region XI Co-Op

**SUMMARY:**

$91,250 was budgeted to assist in the upgrade of library collections as a result of the grade movement made last summer. The analysis of the related needs have been reviewed by the librarians with the assistance of Amy Wood, Curriculum Coordinator. The specific books have been identified for the related campuses.

This amount of purchase would significantly change the award of the library book bid made previously for these type of purchases. GISD's interlocal agreement with the Region XI Co-Op allows purchases to be made from their awarded vendors without GISD having to go through the formal bid process. Ms. Wood discussed with the librarians and it was decided that it would be in the best interest of the district to facilitate the purchase of these additional library books from Follett through the Region XI Co-Op agreement. Ms. Deborah Johnson, Purchasing Supervisor, concurred with their recommendation. It was not felt that a price difference of a significant nature would be realized by putting this purchase out as a formal bid.

Board Policy CH(LOCAL) requires board approval on purchases in excess of $25,000. The policy states "The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs $25,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place.".

The following recommendation is that of Ms. Wood, Ms. Johnson and myself.

**RECOMMENDATION:**

It is recommended that the Library Upgrade project be purchased from Follett through the Region XI Co-Op contract.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Deborah Johnson
Amy Wood

Date Submitted: April 23, 2007

## GRANBURY INDEPENDENT SCHOOL DISTRICT

## INTEROFFICE MEMO

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: Library Books, Class Sets, Reference Materials & Video/Media CSP 2005-15 – Renewal

**SUMMARY:**
The annual contract for Library Books, Class Set, Reference Materials, and Video/Media will expire on May 31, 2007. The original bid was let to provide these supplies for the campus librarians for the 2005-06 school year 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 of the bid is attached for your review.

Mrs. Bette Babers, District Library Coordinator, was contacted regarding renewal of bid. Her recommendation was to renew. During last year's renewal process, the following vendors chose not to respond: Mackin Library Media and Sagebrush Corporation. All other vendors were contacted and have agreed to renew as awarded.

The following is the recommendation of Mrs. Better Babers and Mrs. Debbie Johnson.

**RECOMMENDATION:**
It is recommended that the Board award the vendors below for the purchase of Library Books, Class Sets, Reference Materials, and Video/Media for the period of June 1, 2007 through May 31, 2008

Baker & Taylor
Books on the Square
Bound to Stay Bound
Perma Bound Books
Follett Library Resources
Garrett Educational
Hendrick-Long
Library Video
Davidson Titles
DLB Educational Corporation
School Media
Southwest Book

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Bette Babers
Debbie Johnson

Date Submitted: April 23, 2007

# BID FOR BOARD APPROVAL

**Board Meeting Date:** May 16, 2005 **Bid Number**: 2005-15

1. **Item, material or service (specific or classification):** Library Books, Class Sets, Reference Materials & Video/Media

2. **Brief description:** A bid was let on for library books, class sets, reference materials and video/media to provide supplies for the campus librarians for the 2005-2006 school year.

3. **Period of time bid covers:** June 1, 2005 through May 31, 2006

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

   Campus Librarian with principal approval
   Bette Babers – Library Coordinator

5. **Number of bids sent to vendors:** 89

6. **Number of bids received from vendors:** 50 (includes 5 "no bids")

7. **Listing of recommended vendors and total prices:** The following vendors are recommended for award for an approximate expenditure of $125,000 to $175,000.

| | |
|---|---|
| Baker & Taylor | Hendrick-Long |
| Books On the Square | Library Video |
| Bound to Stay Bound | Mackin Library |
| Davidson Titles | Perma Bound Books |
| DLB Educational Corporation | Sagebrush |
| Follett Library Resources | School Media |
| Garrett Educational | Southwest Book |

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

9. **Last bid date (bid of comparable nature within last 5 years):** 2/21/02

10. **Percentage increase or decrease from last bid:** Most percentage discounts remained the same for vendors that were a repeat award, a few vendors increased their discount by 5% on certain categories.

11. **Budget information:** Expense for library books, class sets, reference materials and video/media will come from budgeted dollars for each campus in object code 6669.

12. **Other comments:** Some of the money from these accounts will be spent to purchase items from sole source or proprietary vendors.

Sharay S. Boynton
Executive Director of Finance

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton,
**DATE**: April 23, 2007
**RE**: Athletic Training Supplies
Bid No. 2006-03 - Renewal

**SUMMARY:**

A bid was let asking vendors to quote a fixed rate percentage discount off catalog prices and to quote pricing on a list of equipment that would be held firm for the period of June 1, 2006 to May 31, 2007 with the option to renew for two additional one-year terms. Supplies and equipment will be purchased on an as needed basis. The original award period will expire on May 31, 2007. This will be the first of two renewal options.

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

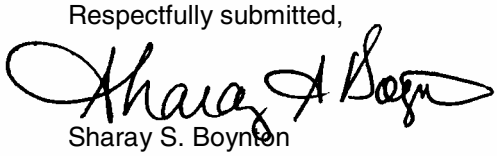
Mr. Mark Gilbert, GHS Athletic Trainer, and Mr. Dwight Butler, Athletic Director were contacted regarding renewal of the bid. It was decided that it would be in the best interest of the district to renew the current bid. All vendors were contacted and have agreed to renew the awarded bid.

The following recommendation is that of Mr. Gilbert, Mr. Butler, and Mrs. Johnson.

**RECOMMENDATION:**

It is recommended award be made to Alert Services, Henry Schein, Inc. and School Health for catalog discount purchases for the period of June 1, 2007 through May 31, 2008. It is also recommended that all items under Section B be awarded as indicated on the tabulation by shading under the vendor name for the period of June 1, 2007 through May 31, 2008.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Dwight Butler

Date Submitted: April 23, 2007

# BID FOR BOARD APPROVAL

**Board Meeting Date:** April 3, 2006 **Bid Number:** 2006-03

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

2. **Brief description:** A bid was let asking vendors to quote a fixed rate percentage discount off catalog prices and to quote pricing on a list of equipment that would be held firm through May 31, 2007. All supplies and equipment will be purchased on an "as needed" basis.

3. **Period of time bid covers:** The bid covers the period from June 1, 2006 through May 31, 2007.

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

   Connie Rhodes – GHS Athletic Trainer
   Mark Gilbert – GHS Athletic Trainer
   Dwight Butler – Athletic Director

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

6. **Number of bids received from vendors:** 6 (includes 1 no bid)

7. **Listing of recommended vendors and total prices:** It is recommended award be made to Alert Services, Henry Schein, Inc. and School Health for catalog discount purchases. It is also recommended that all items under Section B be awarded as indicated on the tabulation by shading under the vendor name. The approximate expenditure on trainer supplies and equipment will be $25, 000.

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

   B7 & B9: The price from Alert is for a 6 roll box and not a 24 roll case. The price from School
   Health is for a 6 roll box and not a 24 roll case. Conco is the better buy.

   B23 & B24: The Pro Orthopedic has a heavy duty material and is more durable that the Pro
   Tec quoted by Henry Schein.

9. **Last bid date (bid of comparable nature within last 5 years):** 5/24/04

10. **Percentage increase or decrease from last bid:** Some of the bid items and brands have changed so a comparison was not made.

11. **Budget information:** All items will be purchased with budgeted dollars from the following codes: 181.36.6395.00.001.6.91.0.15, 181.36.6395.af.001.6.91.0.15, 181.36.6649.00.001.6.91.0.15

**12.** **Other comments:** The Athletic Booster Club and the Athletic Activity Club will make donations to cover the additional expense if the items purchased for the program exceed the allotted budget.



Sharay S. Boynton
Executive Director of Finance

## GRANBURY INDEPENDENT SCHOOL DISTRICT

## INTEROFFICE MEMO

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton,
**DATE**: April 23, 2007
**RE**: Guidance and Evaluation Supplies and Materials and Testing Materials Bid No. 2006-26

**SUMMARY:**
A bid was let to establish vendors for the purchase of evaluation and testing materials for the special education program. Vendors were asked to quote a percentage discount rate from their catalog/shelf prices for the period of award notification to December 31, 2007 with the option to renew for two additional one-year terms. Materials will be purchased on an as needed basis.

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

The bid responses were reviewed by Ms. Cheryl Meger, Special Ed Director and Ms. Debbie Johnson, Purchasing Supervisor. The following is their recommendation.

**RECOMMENDATION:**
It is recommended award be made to the following vendors for purchases of Guidance and Evaluation Supplies and Materials and Testing Materials for the period of award notification through December 31, 2007.

| Vendor | % discount |
|---|---|
| Achievement Products | 0% |
| Act for Kids | 15-25% |
| Career Kids, LLC | 10% |
| Channing Bete Company, Inc. | 0% |
| Educational Directories | 0% |
| Human Relations Media Center, Inc. | 10-25% |
| JIST Publishing Company | 0% |
| Kamico Instructional Media, Inc. | 0% |
| Linx Educational Publishing | 5% |
| Marco Products, Inc. | 0% |
| National Center for Youth Issues | 0% |
| Pearson AGS Globe (Pearson Education, Inc.) | 0% |
| Pro Ed | 0% |
| Riverside Publishing | 0% |
| Self Esteem Shop | 0% |
| School Counselor Resources | Varies |
| YouthLight, Inc. | 0% |

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Cheryl Meger

Date Submitted: April 23, 2007

# BID FOR BOARD APPROVAL

**Board Meeting Date:** May 1, 2007 **Bid Number:** 2006-26

1. **Item, material or service (specific or classification):** Guidance and Evaluation Supplies and Materials and Testing Materials

2. **Brief description:** A bid was let to establish vendors for the purchase of evaluation and testing materials for the special education program. Vendors were asked to quote a percentage discount rate from their catalog/shelf prices.

3. **Period of time bid covers:** From written notification of award through December 31, 2007

4. **Person and title responsible for the expenditure:** Campus teacher with principal approval

5. **Number of bids sent to vendors:** 89

6. **Number of bids received from vendors:** 21 (includes 2 no bids and 2 late bids)

7. **Listing of recommended vendors and total prices:** The following vendors are recommended for award. It is estimated the amount to be spent on these supplies will be between $40,000 and $60,000.

| Vendor | % discount |
|---|---|
| Achievement Products | 0% |
| Act for Kids | 15-25% |
| Career Kids, LLC | 10% |
| Channing Bete Company, Inc. | 0% |
| Educational Directories | 0% |
| Human Relations Media Center, Inc. | 10-25% |
| JIST Publishing Company | 0% |
| Kamico Instructional Media, Inc. | 0% |
| Linx Educational Publishing | 5% |
| Marco Products, Inc. | 0% |
| National Center for Youth Issues | 0% |
| Pearson AGS Globe (Pearson Education, Inc.) | 0% |
| Pro Ed | 0% |
| Riverside Publishing | 0% |
| Self Esteem Shop | 0% |
| School Counselor Resources | Varies |
| YouthLight, Inc. | 0% |

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

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

10. **Percentage increase or decrease from last bid:** N/A - This is the first bid of this type.

**11. Budget information:** Funds for these expenditures are budgeted under:

| | |
|---|---|
| 199.31.6395.XX.XXX.X.XX.X.XX | $15,000. |
| 199.31.6339.XX.XXX.X.XX.X.XX | 25,000. |
| 224.31.6339.XX.XXX.X.XX.X.XX | 30,000. |



Sharay S. Boynton
Executive Director of Finance

**COMPUTER AND COPY PAPER BID NO. 2007-07**
**APRIL 10, 2007 2:00 P.M.**
**TABULATION**

Cost information is per case.

| Description | Color | | Flatt Stationers | Martin's Office Supply | Olmsted Kirk Paper | | | |
|---|---|---|---|---|---|---|---|---|
| 1. Sub 20-75G/M2, 8-1/2" x 11", 216x279MM, 10.00MM, bond quality, 5000 sheets/cs | White | 1482 | 25.50 | 26.75 | 26.10 | | | |
| | Ivory | 0 | Not needed at this time. | | | | | |
| | Goldenrod | 12 | 32.00 | 36.29 | 34.70 | | | |
| | Pink | 9 | 32.00 | 36.29 | 34.70 | | | |
| | Blue | 20 | 32.00 | 36.29 | 34.70 | | | |
| | Green | 18 | 32.00 | 36.29 | 34.70 | | | |
| | Canary | 13 | 32.00 | 36.29 | 34.70 | | | |
| | Salmon | 10 | 32.00 | 36.29 | 34.70 | | | |
| | Orchid | 18 | 32.00 | 36.29 | 34.70 | | | |
| | Grey | 0 | Not needed at this time. | | | | | |
| | Buff | 2 | 32.00 | 36.29 | 34.70 | | | |
| | Red | 3 | 45.75 | 72.58 24lb | No bid | | | |
| 2. 8-1/2" x 11" 24#, 96 brightness, 5000 sheets per case (for color copiers) | White | 9 | No bid | 48.00 | 63.00 4,000 shts/cs, 28lb | | | |
| 3. 8-1/2" x 11", 20lb bond, 92 brightness, 3-hole left side punched, laser/copier, 500 sheets per ream, 10 rms/cs | White | N/A | Not needed at this time. | | | | | |
| 3. Sub 20-75G/M2, grain long, 8-1/2" x 14", 10.00M, bond quality, 5000shts/cs | White | 5 | 35.00 | 39.55 | 40.00 | | | |
| 4. 8-1/2" X 14", 24#, 96 brightness, 5000 sheets per case (for color copiers) | White | 4 | No bid | 82.24 | 82.00 4,000 shts/cs, 28lb | | | |
| 5. Computer paper, 1/2" green or blue bar, 14-7/8x11", 20lb, Sub., bond quality, 2600shts/cs | | 24 | 32.50 2700 shts/cs | 33.56 | No bid | | | |
| 6. Computer paper, fanfold, 9-1/2"x11", 20lb, sub., bond quality only, 2600shts/cs | | 15 | 22.00 2700 shts/cs | 19.27 | No bid | | | |
| 7. Roll Paper, 36" x 150 ft roll, bright white, 24lb (drafting paper) | | N/A | Not needed at this time. | | | | | |

## GRANBURY INDEPENDENT SCHOOL DISTRICT

**INTEROFFICE MEMO**

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: Music, Band & Choir Supplies
Bid No. 2005-22 - Renewal

**SUMMARY:**

Music, Band and Choir Supplies for the district are purchased using catalogs and shelf items. The majority of supplies purchased are proprietary in nature. Thus line item bids are not effective.

The request for catalog bids for music, band and choir supplies was let in April 2005 for the period of notice of award to May 31, 2006 with two one-year extensions if agreed to in writing by all parties. Current bid expires May 31, 2007.

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

Mrs. Sharon Whitefield, Director of Curriculum, was contacted regarding renewal of bid. Her recommendation was to renew. Vendors were contacted and all have committed to the renewal as awarded except for Washington Music, which did not renew last year and Brook Mays, which went out of business this past year.

The following is the recommendation of Mrs. Debbie Johnson and Mrs. Sharon Whitefield.

**RECOMMENDATION:**

That the Board award the following vendors for the purchase of Music, Band, and Choir Supplies for the period of June 1, 2007 to May 31, 2008.

| Vendor | % Disc |
|---|---|
| Southern Music Company | 10 |
| Johnny Paul's Music | 30 |
| Rhythm Band | 5 |
| Mr. E's Music | 10 – 40 |
| Music is Elementary | 5 |
| Pender's | 10 |
| Suzuki | 10 |

Respectfully submitted,

Sharay S. Boynton

Staff Person Responsible: Debbie Johnson
Sharon Whitfield

Date Submitted: April 23, 2007

# BID FOR BOARD APPROVAL

**Board Meeting Date:** June 13, 2005 **Bid Number:** 2005-22

1. **Item, material or service (specific or classification):** Music, Band and Choir Supplies and Equipment

2. **Brief description:** A catalog/price list discount bid was let to provide supplies for the band, choir and elementary music programs throughout the district. Vendors were asked to quote a percentage discount off their catalog or list prices. Vendors were also evaluated on questions asked in the bid regarding services provided by the companies, items available in the catalogs, minimum order amounts, free shipping, etc.

3. **Period of time bid covers:** From written notification of award through May 31, 2006

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

   Sharon Whitefield – Curriculum Director
   Campus personnel with principal approval

5. **Number of bids sent to vendors:** 40

6. **Number of bids received from vendors:** 16 (also received 4 no bids)

7. **Listing of recommended vendors and total prices:** Recommendation for award is to the following vendors based on the three different programs to be covered under this award. Expenditures will be approximately $30,000 to $50,000. All supplies are to be purchased on an as needed basis.

   Brook Mays Music Group
   Johnny Paul's Music
   Mr. E's Music
   Music Is Elementary
   Pender's Music
   Rhythm Band
   Southern Music
   Washington Music
   Suzuki Music

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

9. **Last bid date (bid of comparable nature within last 5 years):** 4/22/2003

10. **Percentage increase or decrease from last bid**: This was not a line item bid so a comparison was not made.

**11.** **Budget information:** All purchases will be made from funds budgeted in various accounts to include the following. Below are the accounts for expenses under this contract.

181.36.6395.00.001.5(6).99.0.30
199.11.6395.00.001.5(6).11.0.30
199.11.6395.00.041.5(6).11.0.30
199.11.6395.00.042.5(6).11.0.30

181.36.6395.00.001.5(6).99.0.31
199.11.6395.00.001.5(6).11.0.31
181.36.6395.00.042.5(6).99.0.31
181.36.6395.09.042.5(6).99.0.31
199.11.6395.00.041.5(6).11.0.31
199.11.6395.00.042.5(6).11.0.31

199.11.6649.00.001.5(6).11.0.30
199.11.6649.00.041.5(6).11.0.30
199.11.6649.00.042.5(6).11.0.30
199.11.6649.00.042.5(6).11.0.31

Purchases for the elementary program will come from funds budgeted in various instructional supply accounts.

**12.** **Other comments:** None



Sharay S. Boynton
Executive Director of Finance

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: Magazine & Periodical Subscription Services Bid No. 2005-16 - Renewal

**SUMMARY:**

A bid was let to provide a vendor for magazine and periodical subscription services for all district libraries for the 2005-06 school year with the option to renew for two additional years. The bid asked that percentage discount from publishers retail price list. Current bid expires May 31, 2007.

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

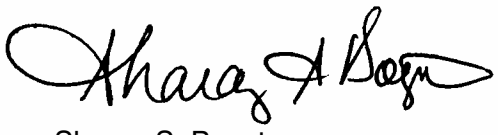
Mrs. Bette Babers, District Library Coordinator, was contacted regarding renewal of bid. Her recommendation was to renew. Vendor was contacted and has committed to the renewal as awarded.

The following is the recommendation of Ms. Bette Babers and Mrs. Debbie Johnson.

**RECOMMENDATION:**

It is recommended that the Board approve Ebsco Subscription Services for the period of June 1, 2007 to May 31, 2008.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Bette Babers

Date Submitted: April 23, 2007

# BID FOR BOARD APPROVAL

**Board Meeting Date:** April 4, 2005 **Bid Number**: 2005-16

1. **Item, material or service (specific or classification):** Magazine & Periodical Subscription Services

2. **Brief description:** Magazine and periodical subscription services have been processed as a part of the library book bid in the past.

3. **Period of time bid covers:** June 1, 2005 through May 31, 2006

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

   Campus librarian with campus principal approval

5. **Number of bids sent to vendors:** 3 (only known sources)

6. **Number of bids received from vendors:** 1

7. **Listing of recommended vendors and total prices:** It is recommended award be made to Ebsco Subscription Services. We have used this vendor in the past and have been pleased with their service. Approximate expenditure for these services will be $7,000 to $8,000.

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

9. **Last bid date (bid of comparable nature within last 5 years):** 2/22/02

10. **Percentage increase or decrease from last bid:** Discount offered by Ebsco has remained the same at 5%.

11. **Budget information:** Funds for these expenditures are budgeted under account code 199.12.6325.00.xxx.2.99.00 for each campus.

Sharay Boynton
Executive Director of Finance

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: Office Supplies – Annual Contract
CSP 2005-19 – Renewal

**SUMMARY:**

The annual contract for office supplies and equipment will expire on May 31, 2007. Vendors were asked to identify their pricing structure/benchmark and may additional discount that would be offered to Granbury ISD for the purchase of office supplies on an as needed basis. The award covered one year with the option to renew for two additional one-year terms. Responses were received March 10, 2005. A summation of the process and outcome as well as a copy of the tabulation of the CSP is attached for your review.

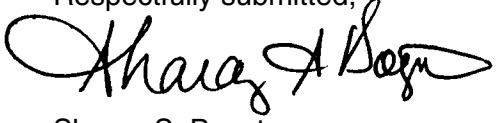
It was deemed in the best interest of the District to renew the bid. The vendor was contacted and has agreed to renew as awarded.

This will be the second of the two additional one-year renewals. The following is the recommendation of Mrs. Deborah Johnson and myself.

**RECOMMENDATION:**

It is recommended that the Board approve Martin's Office Supply as the office supply vendor for the period of June 1, 2007 through May 31, 2008.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson

Date Submitted: April 23, 2007

# BID FOR BOARD APPROVAL

**Board Meeting Date:** May 16, 2005 **Bid Number:** 2005-19

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

2. **Brief description:** Vendors were asked to identify their pricing structure/benchmark and any additional discount that would be offered to Granbury ISD for the purchase of office supplies on an as needed basis.

3. **Period of time bid covers:** June 1, 2005 through May 31, 2006

4. **Person and title responsible for the expenditure:** All district personnel with campus principal or director approval.

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

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

7. **Listing of recommended vendors and total prices:** Martin's Office Supply is recommended for award with an approximate expenditure of $100,000 - $150,000.

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

9. **Last bid date (bid of comparable nature within last 5 years):** 04/17/02

10. **Percentage increase or decrease from last bid**: Discount pricing is the same based on the two programs offered. The Elite Program, which offers a catalog published with GISD pricing, which includes 5,113 of the most commonly purchased supplies based on national statistics. Discounts are variable and up to 82% off of MSRP. Average discount off MSRP is 32%. The Matrix Program covers all items not included in the Elite 5000 program. Pricing is based on a discount from MSRP of 30%, with exceptions for certain items, primarily technology and related equipment.

11. **Budget information:** Funds for expenditures to be covered under this proposal will come from budgeted dollars for each campus and department under object code 6395.

Sharay S. Boynton
Executive Director of Finance

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: Physical Education Supplies Bid No. 2005-18 - Renewal

## SUMMARY:

A bid was let to establish vendors for the purchase of physical education supplies for the 2005-2006 school year for all campuses with the option to renew for two additional years. Vendors were asked to quote a fixed rate percentage discount off their catalog or list prices. The current bid will expire May 31, 2007.

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

Mrs. Sharon Whitefield, Director of Curriculum, was contacted regarding renewal of bid. Her recommendation was to renew. Vendors were contacted and all have committed to the renewal as awarded.

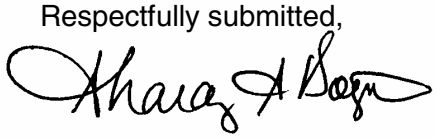
The following is the recommendation of Mrs. Debbie Johnson and Mrs. Sharon Whitefield.

## RECOMMENDATION:

It is recommended that the Board approve the vendors below for the period of June 1, 2007 through May 31, 2008.

| Vendor | Catalog Discount |
|---|---|
| BSN Sports | 10% |
| U.S. Games | 15% |

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Sharon Whitefield
Date Submitted: April 23, 2007

# BID FOR BOARD APPROVAL

**Board Meeting Date:** April 18, 2005 **Bid Number:** 2005-18

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

2. **Brief description:** A bid was let to establish vendors for the purchase of physical education supplies for the 2005-2006 school year for all campuses. Vendors were asked to quote a fixed rate percentage discount off their catalog or list prices.

3. **Period of time bid covers:** June 1, 2005 through May 31, 2006 with the option to renew for two additional years

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

   Teachers with campus principal approval

5. **Number of bids sent to vendors:** 10

6. **Number of bids received from vendors:** 7 (with 1 "no bid" and 1 incomplete bid)

7. **Listing of recommended vendors and total prices:** Recommendation for award is to the following vendors for their quoted discount. The proposed expenditures for these supplies will be $10,000 – 20,000.

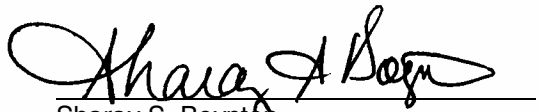
| Vendor | Catalog Discount |
|---|---|
| BSN | 10% supplies & equipment |
| U. S. Games | 15% supplies & equipment |

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

9. **Last bid date (bid of comparable nature within last 5 years):** April 23, 2002

10. **Percentage increase or decrease from last bid**: Both vendors bid the same discount from catalog prices.

11. **Budget information:** Expense will come from budgeted dollars at each campus from the following account code: 199.11.6395.00. (campus code).5 (or 6) .11.0.16



Sharay S. Boynton
Executive Director of Finance

## GRANBURY INDEPENDENT SCHOOL DISTRICT

## INTEROFFICE MEMO

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: Instructional Supplies Bid No. 2005-20 - Renewal

**SUMMARY:**

A bid was let in March for Instructional Supplies and Equipment for the 2005-06 school year with two one-year renewal options. Vendors were asked to quote a percentage discount rate from their catalog or list prices. The current bid will expire May 31, 2007.

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

Mrs. Sharon Whitefield, Director of Curriculum, was contacted regarding renewal of bid. Her recommendation was to renew. Vendors were contacted and all have committed to the renewal as awarded.

The following is the recommendation of Ms. Sharon Whitefield, Curriculum Director, and reviewed by Mrs. Debbie Johnson.

**RECOMMENDATION:**
It is recommended that the Board approve the vendor and catalogs below for the period of June 1, 2007 through May 31, 2008.

| Vendor | % Discount Supplies/Equipment |
|---|---|
| ABC School Supply | 15% / 15% |
| Educational Record | 0% / 0% |
| Lakeshore Learning | 5% / 5% |
| Martin's Office | 20% / 20% |
| S & S Worldwide | 10% / 10% |
| School Specialty | 25% / 10% |

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharon Whitefield
Debbie Johnson

Date Submitted: April 23, 2007

# BID FOR BOARD APPROVAL

**Board Meeting Date:** May 16, 2005 **Bid Number:** 2005-20

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

2. **Brief description:** A bid was let to establish vendors for the purchase of instructional supplies for the 2005-2006 school year. Vendors were asked to quote a percentage discount rate from their catalog or list prices.

3. **Period of time bid covers:** June 1, 2005 through May 31, 2006

4. **Person and title responsible for the expenditure:** Campus teacher with principal approval

5. **Number of bids sent to vendors:** 28

6. **Number of bids received from vendors:** 20 (includes 3 "no bids")

7. **Listing of recommended vendors and total prices:** The following vendors are recommended for award. Instructional supplies are purchased on an as needed basis. It is estimated the amount to be spent on instructional supplies will be between $200,000 - $300,000 for the 2005-2006 school year.

| Vendor | Catalog Title | % discount on supplies/equipment |
|---|---|---|
| ABC School Supply | ABC School Supply Early Learning | 15% / 15% |
| Educational Record | 2005 Educational Record Center | 0% / 0% |
| Lakeshore Learning | Lakeshore Learning Materials | 5% / 5% |
| | Lakeshore Elementary | 5% / 5% |
| Martin's Office | Big Book of Learning Materials | 20% / 20% |
| | Stuff for Your School | 0% / 0% |
| S & S Worldwide | S & S Education Plus | 10% / 10% |
| | S & S Active Learning | 10% / 10% |
| School Specialty | School Specialty Education Essentials | 25% / 10% |

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

9. **Last bid date (bid of comparable nature within last 5 years):** 4/4/02

10. **Percentage increase or decrease from last bid**: Percentage discount quoted remained the same for the following vendors. The other vendors were not awarded under the previous contract.
    ABC School Supply
    Lakeshore Learning
    Martin's Office Supply
    School Specialty

11. **Budget information:** Funds for these expenditures are budgeted for each campus under code 199.11.6395 (or 6399).xx.(campus code).5.xx.x.xx.

Sharay S. Boynton
Executive Director of Finance

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: Audio Visual Equipment
Bid No. 2006-05 - Renewal

**SUMMARY:**
A bid was let to cover the need for library supplies and audio visual equipment for the district for the 2006-2007 school year. This bid was a catalog/shelf discount bid. This award will be for the period of June 1, 2006 to May 31, 2007 with the option to renew for two additional one-year terms. The current bid will expire May 31, 2007.

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

Ms. Sharon Whitefield, Director of Curriculum, was contacted regarding the renewal of this bid. It was decided that it would be in the best interest of the district to renew. All vendors were contacted and have agreed to renew as awarded.

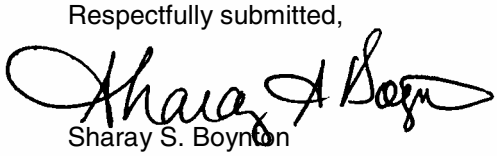
The following is the recommendation of Mrs. Whitefield and Mrs. Johnson.

**RECOMMENDATION:**

It is recommended that the Board approve the following vendors for the purchase of audio visual equipment for the period of June 1, 2007 to May 31, 2008.

Brodart
CCS Presentation
Commercial Sales
Demco, Inc.
Gaylord
General Binding
Highsmith
Troxell
Visual Technologies

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Sharon Whitefield

Date Submitted: April 23, 2007

# BID FOR BOARD APPROVAL

**Board Meeting Date:** May 22, 2006 **Bid Number:** 2006-05

1. **Item, material or service (specific or classification):** Audio Visual and Library Equipment and Supplies

2. **Brief description:** This bid will cover the need for library supplies and audio visual equipment for the district for the 2006-2007 school year. This bid was a catalog/shelf discount bid. The vendors were asked to quote their current price on 15 items for a cost comparison. Other factors considered in the evaluation process were, number of items offered in the catalogs, percentage discount offered, number of days to ship, minimum order amount, free shipping and past experience with the district.

3. **Period of time bid covers:** From June 1, 2006 (or award notification if after that date) through May 31, 2007

4. **Person and title responsible for the expenditure:** Campus librarian or campus personnel with campus principal approval

5. **Number of bids sent to vendors:** 39

6. **Number of bids received from vendors:** 22 (includes 3 no bids)

7. **Listing of recommended vendors and total prices:** It is recommended award be made to the following vendors. The approximate expenditures for audiovisual and library supplies and equipment will be between $30,000 and $35,000 district wide.

   The following vendors are recommended for award:

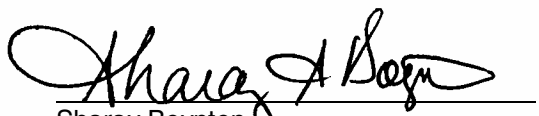
   Brodart
   CCS Presentation
   Commercial Sales
   Demco, Inc.
   Gaylord
   General Binding
   Highsmith
   Troxell
   Visual Technologies

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

9. **Last bid date (bid of comparable nature within last 5 years):** 3/06/03

10. **Percentage increase or decrease from last bid:** This bid was not a line item bid so a cost comparison was not done.

11. **Budget information:** Supplies will be purchased on an as needed basis from budgeted dollars in various accounts for each campus.



Sharay Boynton
Executive Director of Finance

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: Nurse Supplies Bid No. 2006-04 -Renewal

**SUMMARY:**
A bid was let to provide supplies and equipment for the nursing and health programs at Granbury ISD. The bid is a catalog discount bid where vendors are asked to quote a percentage discount from published catalogs or list prices that will be held firm for the duration of the contract. This initial award was for the period of June 1, 2006 to May 31, 2007 with the option to renew for two additional one-year terms. The current bid will expire May 31, 2007.

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

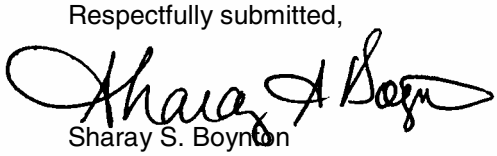
Ms. Brenda Mabery, Special Programs Coordinator, was contacted regarding the renewal of this bid. It was decided that it would be in the best interst of the District to renew this bid. All vendors were contacted and have agreed to renew the bid as awarded.

The following is the recommendation of Mrs. Mabery and Mrs. Debbie Johnson, Purchasing Supervisor.

**RECOMMENDATION:**

It is recommended the Board approve Health Edco, William V. MacGill & Company, Henry Schein, Inc., Medco Supply Company, Laerdal Medical Corporation, and School Health Corporation for the purchase of nurse supplies for the period of June 1, 2007 to May 31, 2008.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Brenda Mabery

Date Submitted: April 23, 2007

**BID FOR BOARD APPROVAL**

**Board Meeting Date:** May 22, 2006 **Bid Number:** 2006-04

1. **Item, material or service (specific or classification):** Nursing & Health Supplies & Equipment

2. **Brief description:** A bid was let to provide supplies and equipment for the nursing and health programs at Granbury ISD. The bid is a catalog discount bid where vendors are asked to quote a percentage discount from published catalogs or list prices that will be held firm for the duration of the contract. A price comparison was done on over 50 items most commonly used by the nurses. Other factors considered in the evaluation were, minimum order amounts, free shipping, number of items in catalogs, and number of days to ship the goods after receipt of the order.

3. **Period of time bid covers:** June 1, 2006 through May 31, 2007

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

   Campus nurse with campus principal approval
   Health teacher with campus principal approval

5. **Number of bids sent to vendors:** 17

6. **Number of bids received from vendors:** 7 (with 1 no bid)

7. **Listing of recommended vendors and total prices:** Since only six vendors responded to this request for bid, it is recommended that award be made to the following vendors. Some of the vendors are able to provide nurse supplies and some provide health supplies. Approving all six will give the teachers the option to compare products. It is the recommendation of the business office that a cost comparison be made among the approved catalogs before a purchase is made.

| | |
|---|---|
| Health Edco | William V. MacGill & Company. |
| Henry Schein, Inc. | Medco Supply Company |
| Laerdal Medical Corporation | School Health Corporation |

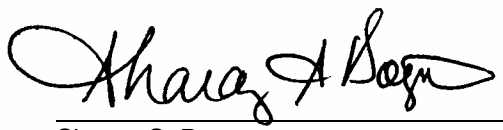
   It is anticipated that expenditures will be $20,000 to $25,000.

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

9. **Last bid date (bid of comparable nature within last 5 years):** 4/8/03

10. **Percentage increase or decrease from last bid**: N/A – percentage discount quoted rather than firm line item prices

11. **Budget information:** Expense for nursing and health supplies will be from budgeted funds in various campus accounts.



Sharay S. Boynton
Executive Director of Finance

**OFFICE OF CURRICULUM & INSTRUCTION**

| | |
|---|---|
| **For:** | Board of Trustees |
| **Date:** | May 1, 2007 |
| **Action:** | Approval |

| | | | |
|---|---|---|---|
| **To:** | Mr. William Harris, Superintendent | **From:** | Jan Van Dorn |
| | | **Date:** | April 24, 2007 |
| | | **RE:** | Foreign Exchange Waiver |

**SUMMARY:**
Texas Education Code 25.001(e) allows a district to limit the number of foreign exchange students that it accepts into the high school each year. Our high school's campus leadership team has chosen to limit that number to 6 once again. Our waiver is based on the determination that admission of more than 6 students:

(1) creates a financial or a staffing hardship for the district

(2) diminishes the district's ability to provide high quality educational services for the district's domestic students

(3) requires domestic students to compete with foreign exchange students for educational resources

**RECOMMENDATION:** The Administration recommends the approval of the waiver

Respectfully submitted,

Jan Van Dorn
Assistant Superintendent

## GRANBURY INDEPENDENT SCHOOL DISTRICT

## INTEROFFICE MEMO

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 26, 2007
**RE**: Technology Purchases – DIR/CISV
Tech Dept & Campuses/Departments

**SUMMARY:**

Board Policy CH(LOCAL) requires board approval on purchases in excess of $25,000. The policy states "The Board delegates to the Superintendent or designee the authority to determine the method of purchasing, in accordance with CH(LEGAL), and to make budgeted purchases. However, any purchase that costs or aggregates to a cost of $25,000 or more shall require Board approval before a transaction may take place".

Technology purchases are all purchased using the DIR and CISV interlocal agreements the District has entered into. DIR and CISV award contracts via an approved purchasing method. GISD is able to purchase directly from their contracts without going through the formal bid process. GISD uses these resources to gather quotes for purchasing decisions at the time of the purchase. The following purchases are planned to occur prior to August 31, 2007 by the technology department. Since these purchases exceed the $25,000 amount, they need to be approved by the Board.

**RECOMMENDATION:**

It is recommended that the purchases on the attached spreadsheet be made from DIR and CISV vendors in the best interest of the District.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Ton Potappel

Date Submitted: April 26, 2007

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: May 1, 2007
For: Approval

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

**FROM**: Sharay Boynton
**DATE**: April 24, 2007
**RE**: Data Management Software Replacement - CISV

**SUMMARY:**

$500,000 was budgeted to initiate the replacement of the District's Data Management Software. Details related to the process are outlined in the attached project update.

The software is available from CISV vendors. CISV award contracts via an approved purchasing method. GISD is able to purchase directly from their contracts without going through the formal bid process.

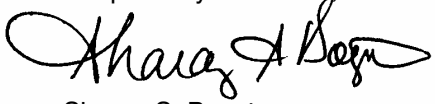
Board Policy CH(LOCAL) requires board approval on purchases in excess of $25,000. The policy states "The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs $25,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place.".

The following recommendation is that of Administration

**RECOMMENDATION:**

It is recommended that the PaC Finance System, PaC Student Systems – Wide Area Network and related services described in the Project Update attached be purchased from Skyward through their CISV contract. It is further recommended that related hardware, equipment and services addressed in the Project Update be purchased from appropriate DIR or CISV vendors.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Ton Potappel
Troy Green

Date Submitted: April 24, 2007



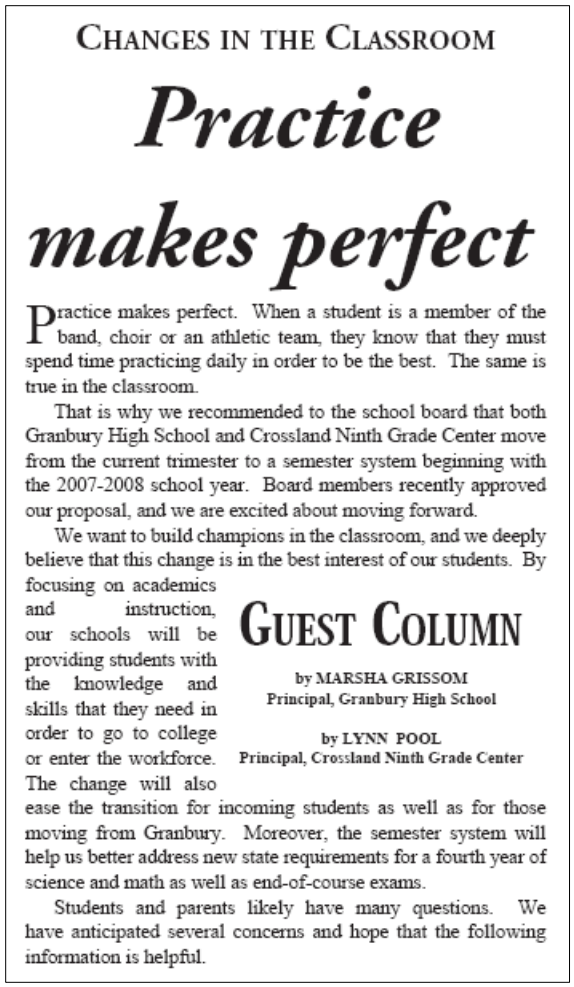
# Granbury ISD Academics

Superintendent William Harris

Granbury ISD Board of Trustees

May 1, 2007

# Academics



CHANGES IN THE CLASSROOM

## *Practice makes perfect*

Practice makes perfect. When a student is a member of the band, choir or an athletic team, they know that they must spend time practicing daily in order to be the best. The same is true in the classroom.

That is why we recommended to the school board that both Granbury High School and Crossland Ninth Grade Center move from the current trimester to a semester system beginning with the 2007-2008 school year. Board members recently approved our proposal, and we are excited about moving forward.

We want to build champions in the classroom, and we deeply believe that this change is in the best interest of our students. By focusing on academics and instruction, our schools will be providing students with the knowledge and skills that they need in order to go to college or enter the workforce. The change will also ease the transition for incoming students as well as for those moving from Granbury. Moreover, the semester system will help us better address new state requirements for a fourth year of science and math as well as end-of-course exams.

GUEST COLUMN

by MARSHA GRISSOM
Principal, Granbury High School

by LYNN POOL
Principal, Crossland Ninth Grade Center

Students and parents likely have many questions. We have anticipated several concerns and hope that the following information is helpful.

## Grades 9-12 Returning to Semesters

- Students take courses for entire school year
- Seven 55-minute periods
- More dual credit course offerings

# Academics

## Dual Credit Programs

WEATHERFORD COLLEGE

Hill College

# Academics

## GISD GOAL

# Every child learns

The goal of Granbury ISD's curriculum is to ensure that every child learns. We have an important responsibility because you have entrusted your children to us.

Teachers in Granbury devote so much in educating school children of our community, and our department provides assistance to teachers so we can collectively achieve our goals.

We also ensure that the district is following all state and federal requirements, which apply to every school district in Texas. This is critical because much of what we are doing is required by the Texas Legislature, the U.S. Congress, and state and federal education departments.

TAKS, TEKS, NCLB, AYP, SDAA, TAT ... the acronyms often get mind-boggling. Our staff devotes a great deal of time learning about the law as well as state and federal regulations.

With the legislature involved with its regular session in Austin right now, we will have to spend a lot of time later this year to figure out how new state laws affect us and what we have to modify in order to conform.



*Guest Column*

Sharon Whitefield
Granbury ISD Curriculum

student."

Some innovative techniques and methods that we utilize include:

**Common Scope and Sequence:** The common scope and sequence outlines a year-long order of instruction and ensures that every student in each grade level will learn the same material. This is particularly important to ease the transition for those children who move into or within the district.

**Common Assessments:** The assessments provide teachers and staff with regular measurements every six weeks to indicate what schoolchildren are learning.

Teachers can determine what techniques are working and if students are mastering subject materials. With the results, adjustments can be made before the students take the state exams.

Sean Cain, an assistant to the state education commissioner, once commented to us, "Without common assessments, we're counting on luck."

**Instructional Snapshots:** In short, instructional snapshots are about gathering data. Through brief classroom visits, principals, teachers, and campus leaders observe instruction of the TEKS. Teachers may also visit other

# Academics



GISD GOAL

## Every child learns

The goal of Granbury ISD's curriculum is to ensure that every child learns. We have an important responsibility because you have entrusted your children to us.

Teachers in Granbury devote so much in educating school children of our community, and our department provides assistance to teachers so we can collectively achieve our goals.

We also ensure that the district is following all state and federal requirements, which apply to every school district in Texas. This is critical because much of what we are doing is required by the Texas Legislature, the U.S. Congress, and state and federal education departments.

TAKS, TEKS, NCLB, AYP, SDAA, TAT ... the acronyms often get mind-boggling. Our staff devotes a great deal of time learning about the law as well as state and federal regulations.

With the legislature involved with its regular session in Austin right now, we will have to spend a lot of time later this year to figure out how new state laws affect us and what we have to modify in order to conform.



*Guest Column*

Sharon Whitefield
Granbury ISD Curriculum

student."

Some innovative techniques and methods that we utilize include:

**Common Scope and Sequence:** The common scope and sequence outlines a year-long order of instruction and ensures that every student in each grade level will learn the same material. This is particularly important to ease the transition for those children who move into or within the district.

**Common Assessments:** The assessments provide teachers and staff with regular measurements every six weeks to indicate what schoolchildren are learning.

Teachers can determine what techniques are working and if students are mastering subject materials. With the results, adjustments can be made before the students take the state exams.

Sean Cain, an assistant to the state education commissioner, once commented to us, "Without common assessments, we're counting on luck."

**Instructional Snapshots:** In short, instructional snapshots are about gathering data. Through brief classroom visits, principals, teachers, and campus leaders observe instruction of the TEKS. Teachers may also visit other

## State and Federal Curriculum Requirements

- No Child Left Behind
- Texas Essential Knowledge and Skills (TEKS) – State Curriculum
- Texas Assessment of Knowledge and Skills (TAKS) – State Assessment

# Academics



GISD GOAL

## Every child learns

The goal of Granbury ISD's curriculum is to ensure that every child learns. We have an important responsibility because you have entrusted your children to us.

Teachers in Granbury devote so much in educating school children of our community, and our department provides assistance to teachers so we can collectively achieve our goals.

We also ensure that the district is following all state and federal requirements, which apply to every school district in Texas. This is critical because much of what we are doing is required by the Texas Legislature, the U.S. Congress, and state and federal education departments.

TAKS, TEKS, NCLB, AYP, SDAA, TAT ... the acronyms often get mind-boggling. Our staff devotes a great deal of time learning about the law as well as state and federal regulations.

With the legislature involved with its regular session in Austin right now, we will have to spend a lot of time later this year to figure out how new state laws affect us and what we have to modify in order to conform.



*Guest Column*

Sharon Whitefield
Granbury ISD Curriculum

student."

Some innovative techniques and methods that we utilize include:

**Common Scope and Sequence:** The common scope and sequence outlines a year-long order of instruction and ensures that every student in each grade level will learn the same material. This is particularly important to ease the transition for those children who move into or within the district.

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## What is GISD using to meet these requirements?

- Common Scope and Sequence
- Common Assessments
- Instructional Snapshots

# Academics

## GISD GOAL

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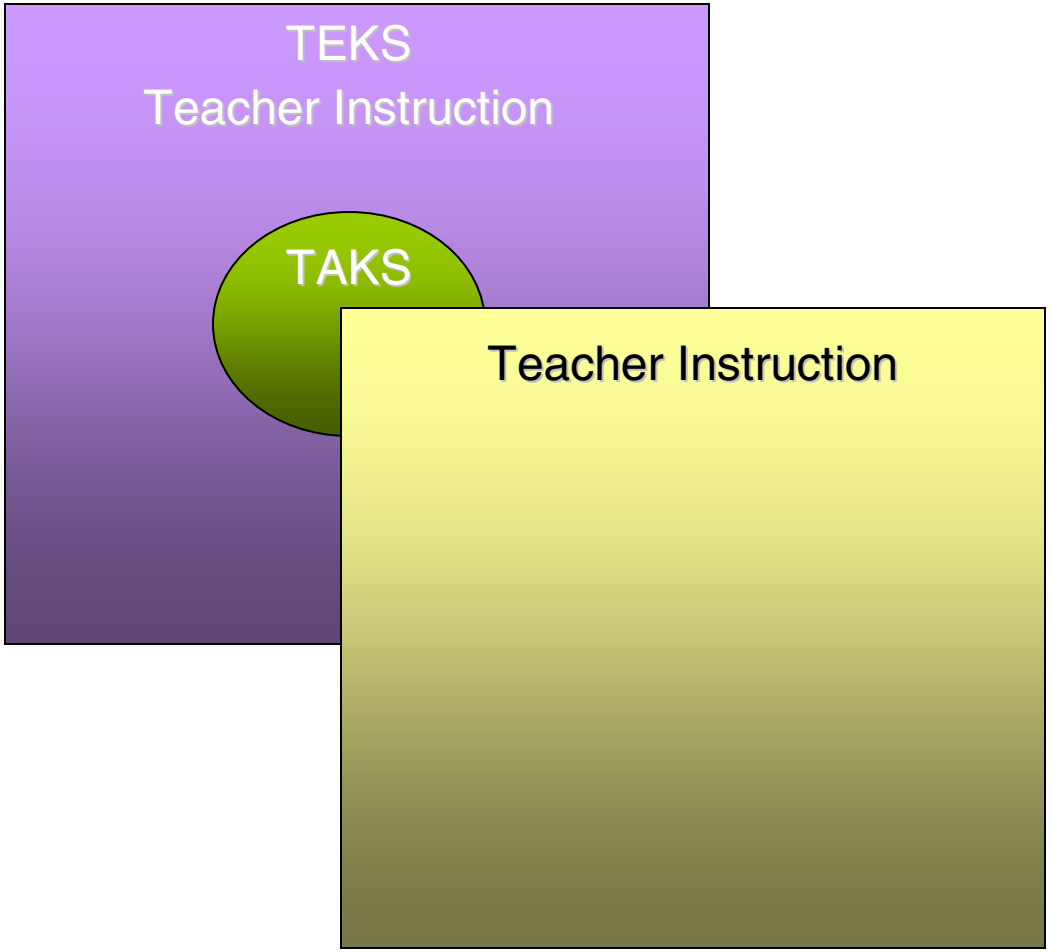
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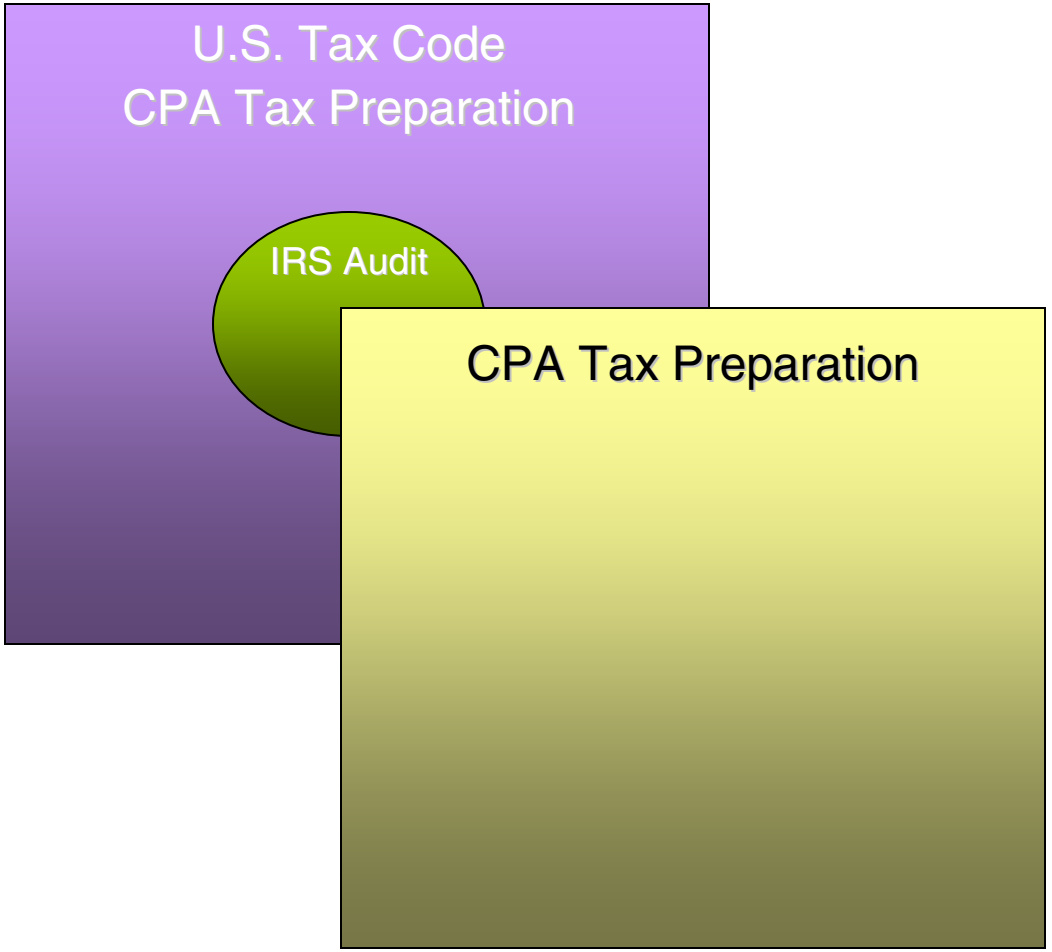
## Upcoming Informal Campus Sessions for Parents

- Curriculum Director Sharon Whitefield
- Principals

# Academics



# Academics


U.S. Tax Code
CPA Tax Preparation
IRS Audit
CPA Tax Preparation

# Academics

## Granbury ISD

### Purpose and Vision for the Texas Essential Knowledge and Skills

Quality implementation of the TEKS every day, in every classroom, for every student.

# Academics

## TAKS Results

### 3rd Grade Reading (2/19/2007)

| Campus | Passing Rate |
|---|---|
| Acton Elementary School | 92% |
| Baccus Elementary School | 85% |
| Mambrino School | 95% |
| Roberson Elementary School | 96% |

# Academics

## TAKS Results

### 5th Grade Reading (2/19/2007)

| Campus | Passing Rate |
|---|---|
| Brawner Intermediate School | 81% |
| Mambrino School | 99% |
| Oak Woods Intermediate School | 89% |

# Academics

## TAKS Results

### 5th Grade Math (4/3/2007)

| Campus | Passing Rate |
|---|---|
| Brawner Intermediate School | 83% |
| Mambrino School | 99% |
| Oak Woods Intermediate School | 91% |

# Academics

## What's Next?

- 4x4 – new requirement for four years of math and science in 2007-2008 school year
  - ➢ Four years of English and social studies already required
- U.S. Congress considering changes to No Child Left Behind Act
- Bill in Texas Legislature would eliminate TAKS in Grades 9-12 but require End of Course Exams

ARCHITECTS

Granbury ISD Board Meeting Update
May 1, 2007

Progress

Multiple detailed design meetings were held with staff and the Construction Manager to determine their specific needs as they relate to the design of the Baseball facility and Agricultural Science Center improvements.

Steven J. Aloway, AIA
Stephen L. Hafer, AIA
Richard A. Jaynes, AIA
Leesa G. Vardeman, AIA
John B. Wallis, AIA

The site layout was adjusted for the Agricultural Science Center to correspond to current property limits.

Topographic surveys were initiated and executed for the Baseball facility and the proposed Agricultural Science Center.

We met with the City of Granbury Development Department, Building Code Compliance and Fire Department representatives to review development plans and code assessment for the baseball facility and agricultural facility projects.

The Specific Use Permit for the Baseball facility required by the city of Granbury for the baseball improvements was submitted April 26, 2007 and is scheduled to go before the Planning and Zoning May 21, 2007.

We met with the City of Granbury Water Department and Wastewater Department to review plans for sanitary and water service to both the baseball and Ag Center sites.

Geotechnical investigation was initiated for the Baseball facility and the proposed Agricultural Science Center sites.

The design criteria were defined for the elementary and intermediate school science classrooms.

Granbury Ag Barn, Baseball Renovations, Elementary and Intermediate Canopy Additions and Elementary Science Renovations
Granbury ISD
Project No. 2702.00

| **Proposed Date** | **Activity** |
|---|---|
| **December 11, 2006** | Board Authorization of Project |
| January 9, 2007 | Initiate topographic survey |
| | Confirm asbestos survey |
| | Obtain as-built plans from GISD |
| January 18, 2007 | Program verification |
| January 25, 2007 | Initial Schematic Design meeting |
| January 25, 2007 | Second Schematic Design meeting |
| | Present site, floor plan and elevations |
| February 16, 2007 | CM at Risk Proposals Due |
| February 22, 2007 | CM Interview |
| **March 5, 2006** | Schematic review at Board Meeting |
| | Board approval of CM |
| March 21, 2007 | Initiate topographic survey |
| April 3, 2007 | Initial Design Development Meeting |
| April 12, 2007 | Meeting with City of Granbury |
| | Second Design Development Meeting |
| May 11, 2006 | Phase 1 - 100% printing/Out-to-Bid |
| May 31, 2007 | Phase 1 - Proposal due |
| June 6, 2007 | Post GMP to Board |
| **June 11, 2007** | Board approval of Phase 1 - GMP |
| June 18, 2007 | Notice to Proceed |
| June 22, 2007 | Phase 2 – 100% printing/Out-to-bid |
| July 17, 2007 | Phase 2 – Proposal due |
| **July 23, 2007** | Board approval of Phase 2 - GMP |
| January 4, 2008 | Substantial Completion for Phase 1 |
| TBD by CM | Substantial Completion for Phase 2 |

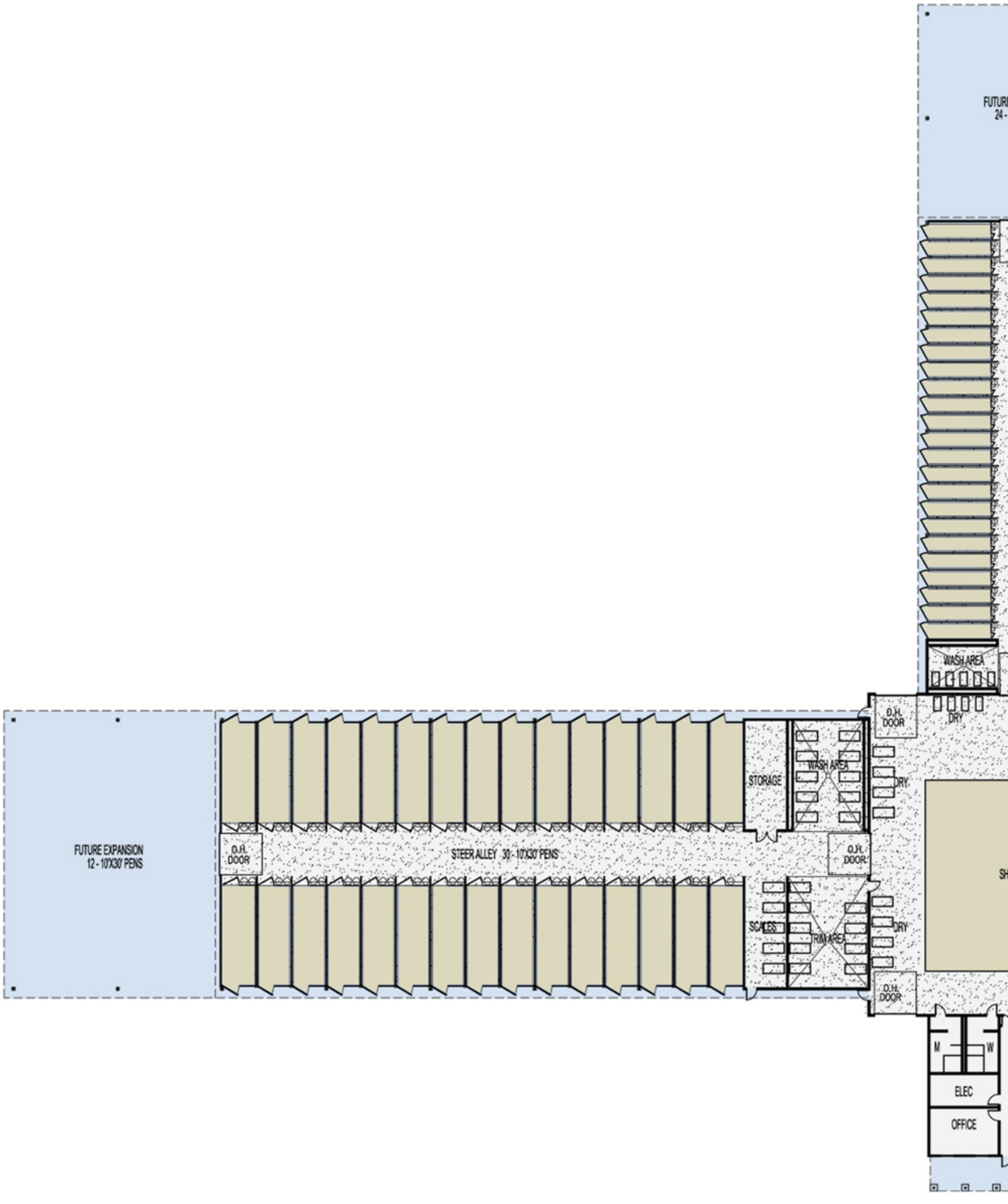
**GMP –** Gross Maximum Price (Board approved and Contractors will not exceed amount)

**Phase 1**

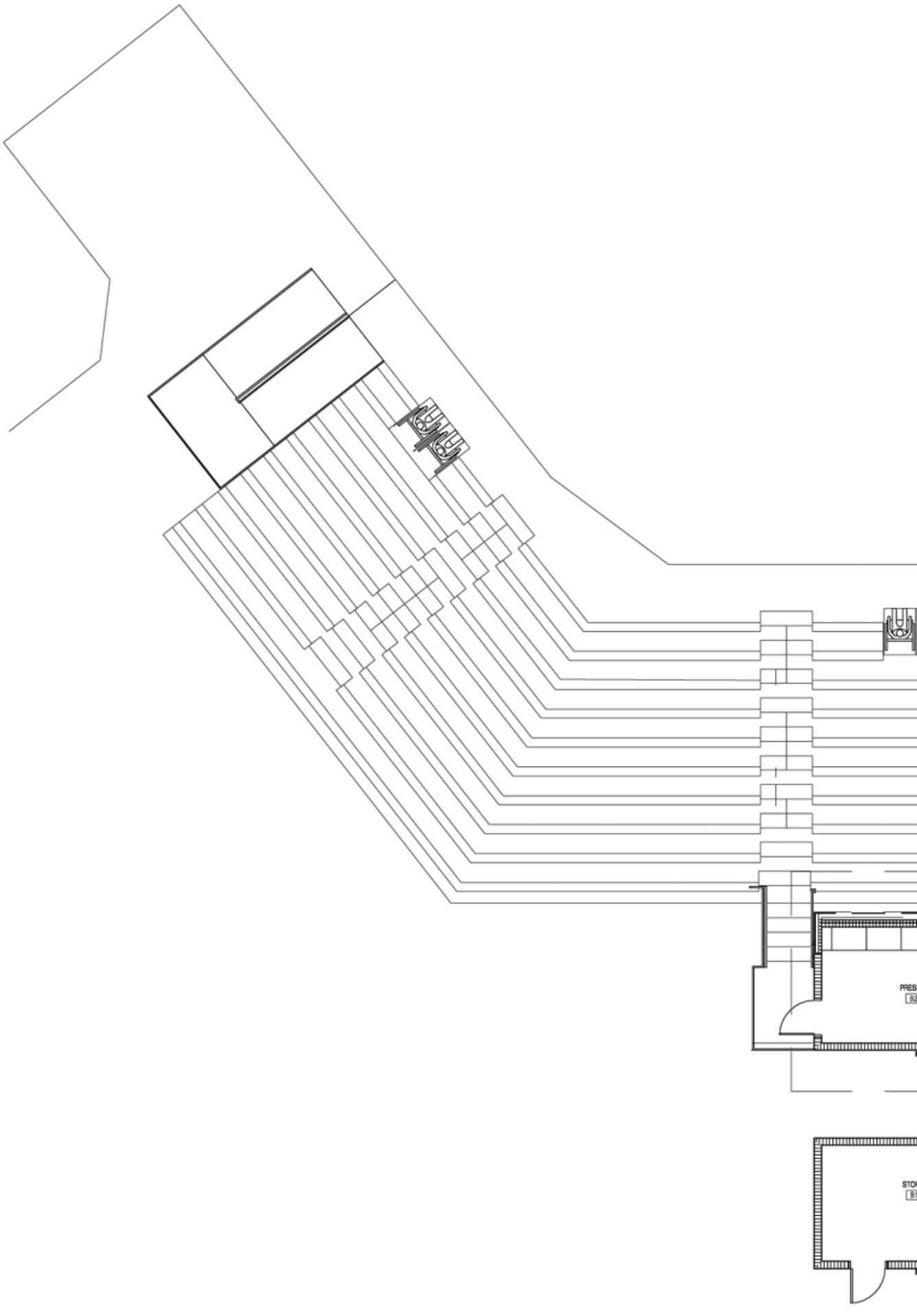
- Baseball (Bleachers, concessions, Restrooms)
- Tennis Court Lights
- Science Labs

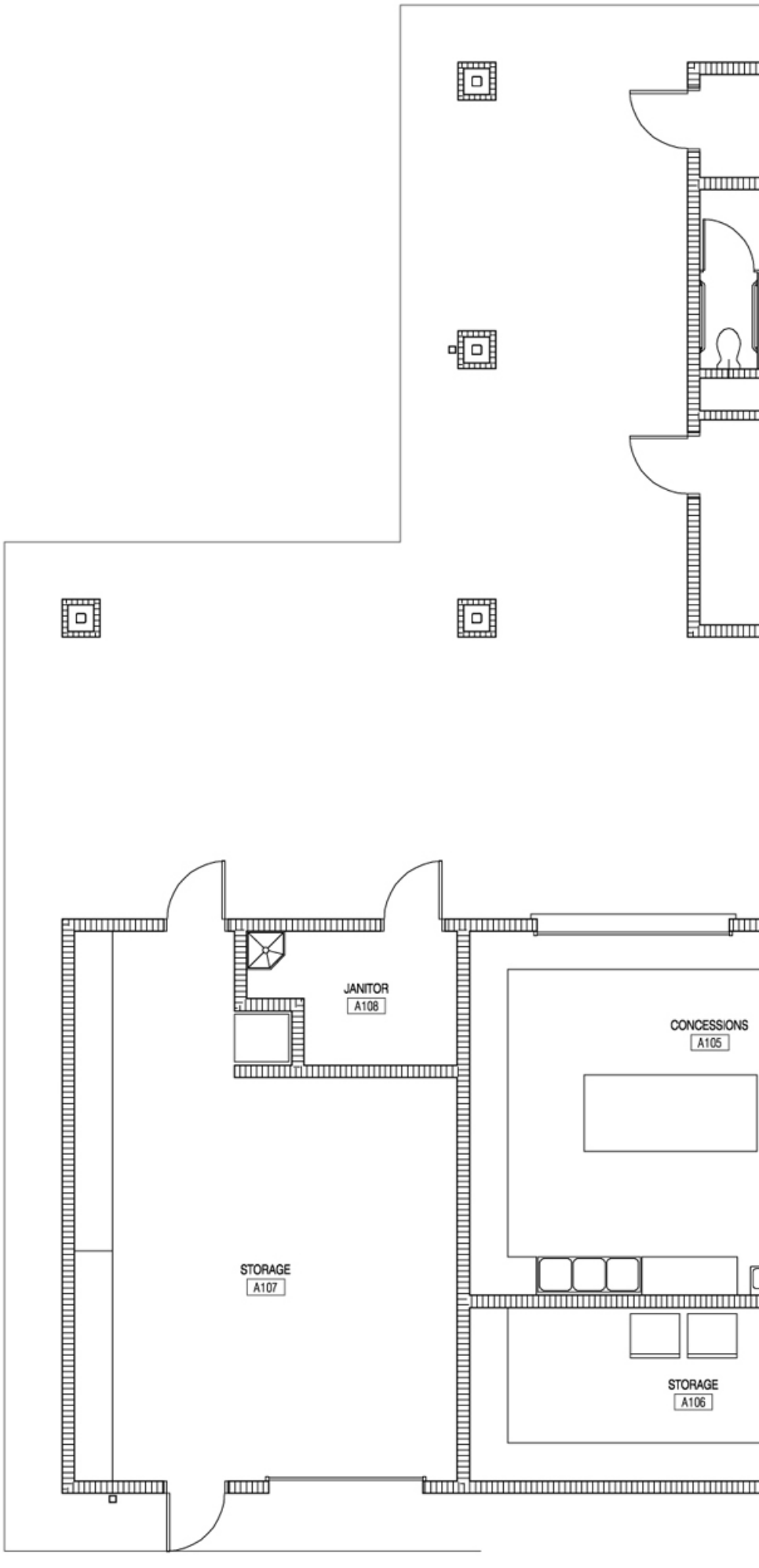
**Phase 2**

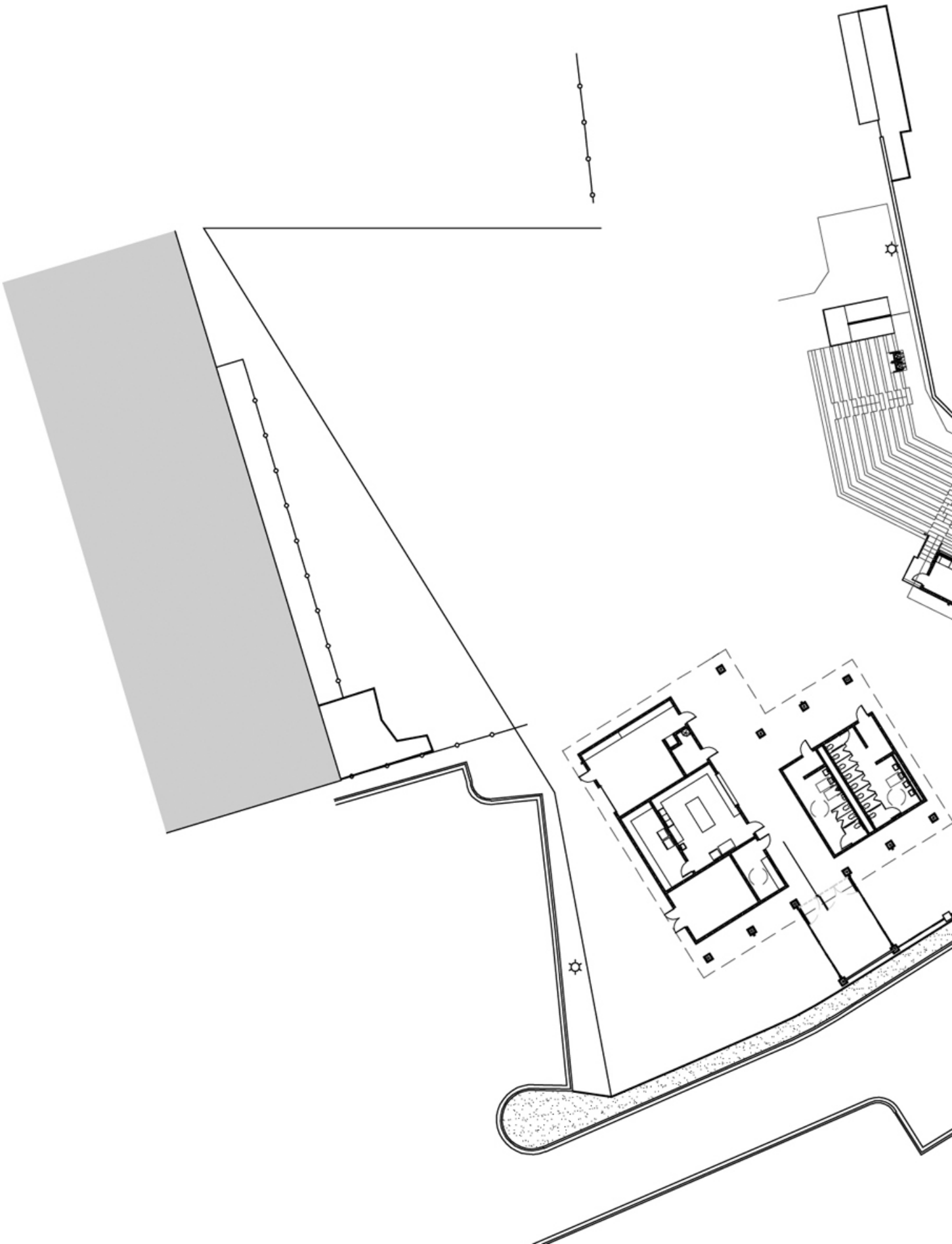
- Ag Complex
- Canopies


FUTURE EXPANSION
12 - 10'X30' PENS
O.H. DOOR
STEER ALLEY 30' - 10'X30' PENS
STORAGE
WASH AREA
DRY
O.H. DOOR
O.H. DOOR
SCALES
RIM AREA
DRY
O.H. DOOR
WASH AREA
DRY
M
W
ELEC
OFFICE


Howard Clemmons
77 Parking Spaces




JANITOR
A108
CONCESSIONS
A105
STORAGE
A107
STORAGE
A106



PBK

*Architecture*
*Engineering*
*Planning*
*Facility Consulting*

# Facility Condition Assessment

May 1, 2007



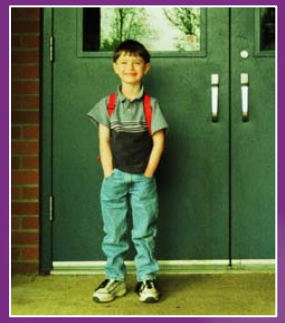
## Granbury Independent School District

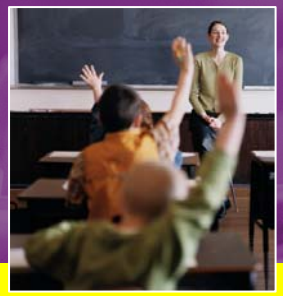


# LONG RANGE MASTER PLAN

*Architecture*
*Engineering*
*Planning*
*Facility Consulting*







## AGENDA

I. Master Schedule

II. Facility Assessment

- Review Facility Questionnaire
- Review Data Base Work Book Draft

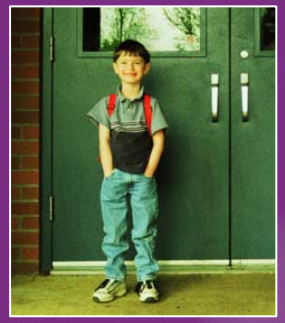
III. What is the Next Step?

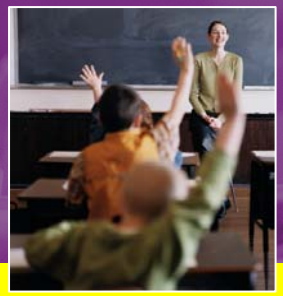
# LONG RANGE MASTER PLAN

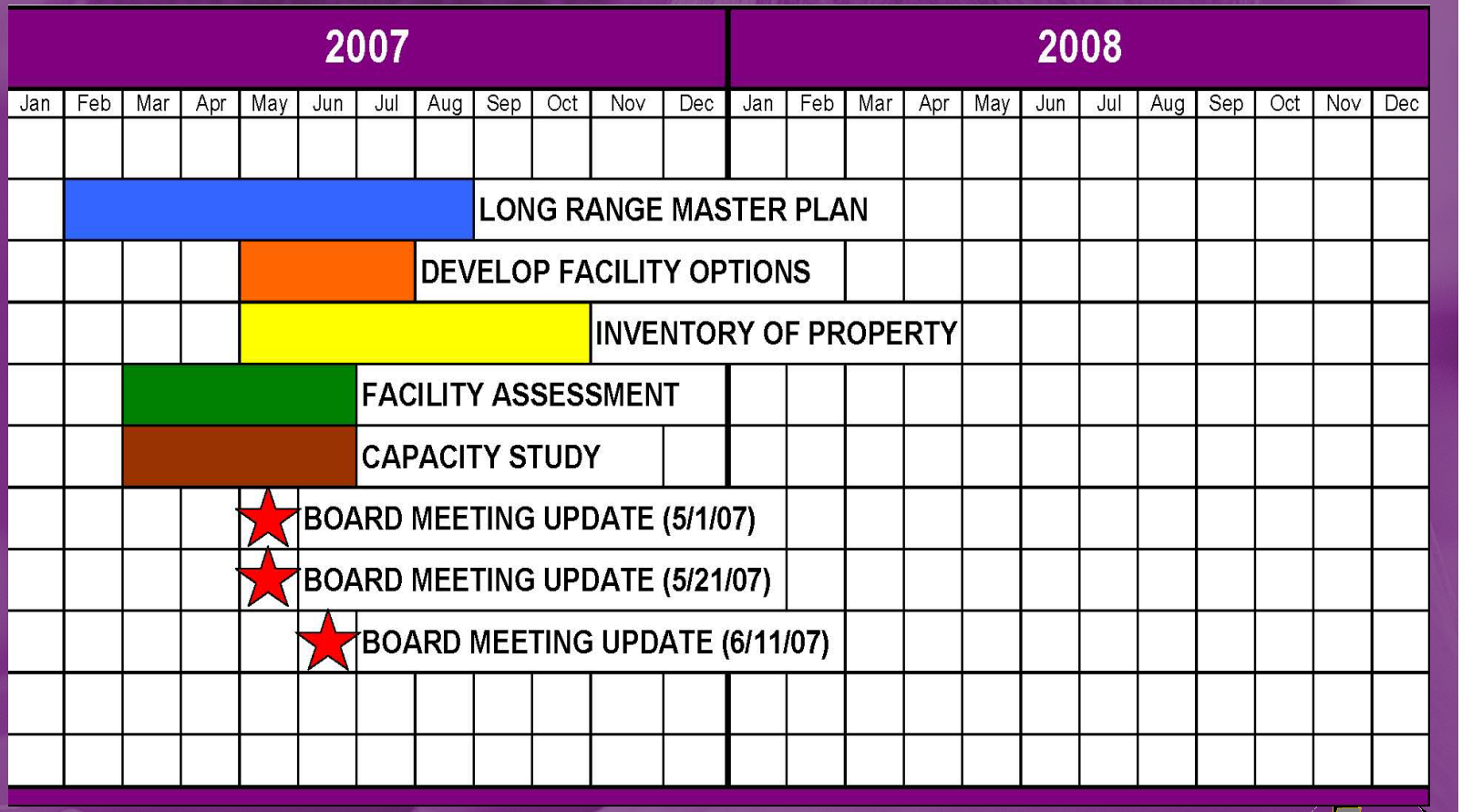
*Architecture*
*Engineering*
*Planning*
*Facility Consulting*

## MASTER SCHEDULE





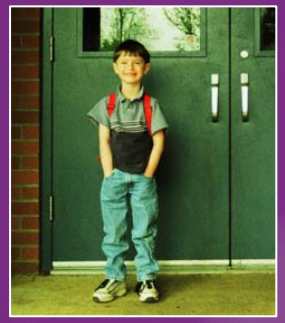


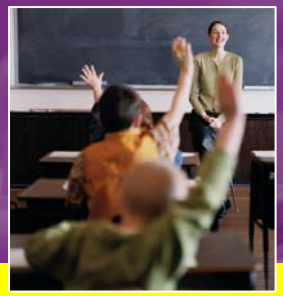


# LONG RANGE MASTER PLAN

Architecture
Engineering
Planning
Facility Consulting







## FACILITY ASSESSMENT

### Facility Questionnaire

## GRANBURY INDEPENDENT SCHOOL DISTRICT

### 2007 Facilities Questionnaire For Principals

**INFORMATION IS DUE February 26, 2007**

**PART 1**

**GENERAL INFORMATION DATA SHEET**

Facility Name: **Acton Elementary School**

Principal or Director Name: **Ralph Purget**

Facility Phone Number: **(817) 408-4200**

*Please note that this questionnaire will be issued to several district personnel and for different facility types. Therefore, please answer only the areas that apply to your facility or your department.*

# LONG RANGE MASTER PLAN

## How to Read the Report

**Reference Denotes the Source of Each Item**

Examples:
FR - Facilities Review Study
IFQ - Instructional Facilities Questionnaire
MQ - Maintenance Department Questionnaire

**Projected Total Cost for Campus Improvements**

**Identifies the Campus**

**Code Describes the General Nature of Each Item**

Examples:
EDF - Electric Drinking Fountain
EL - Electrical
EMS - Energy Management System

**Item Number**

**Item Description**

**Recommendation**

Examples:
FUTURE CONSIDERATIONS

| # | Campus | Item Description | Code | Reference Code | Recommendation | 2007 Probable Cost |
|---|---|---|---|---|---|---|
| 1 | Elementary | Provide Energy Management System | HVAC | FR | | $0.00 |

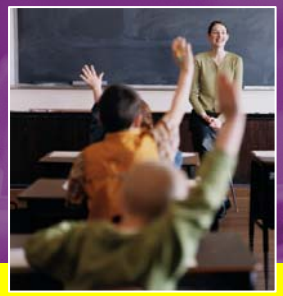
# LONG RANGE MASTER PLAN

## FACILITY ASSESSMENT

*Architecture*
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*Planning*
*Facility Consulting*







- **SAMPLE REPORT**

### ACTON ELEMENTARY SCHOOL

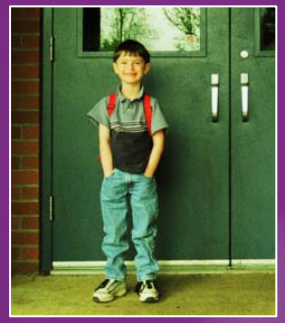
### GRANBURY INDEPENDENT SCHOOL DISTRICT

| # | Campus | Item Description | Code Classification | Reference Code | Recommendation | Probable Cost |
|---|---|---|---|---|---|---|
| 1 | Acton | Provide Science Lab | AC | IFQ | | $0.00 |
| 2 | Acton | Replace outside cafeteria door & breezeway door | DR | IFQ | | $0.00 |
| 3 | Acton | Replace intercom system | ELPA | IFQ | | $0.00 |
| 4 | Acton | Reseal cracks in asphalt driveways/parking lot | EX | IFQ | | $0.00 |
| 5 | Acton | Repair expansion joints (reseal) at sidewalks | EX | IFQ | | $0.00 |

# LONG RANGE MASTER PLAN

*Architecture*
*Engineering*
*Planning*
*Roof Consulting*





## WHAT IS THE NEXT STEP?

- **Meet with Campus Principals**
- **Walk Campuses**
- **Review Finding with Administration**
- **Price Work items**
- **Review with Administration**
- **Board Updates**

PBK

*Architecture*
*Engineering*
*Planning*
*Facility Consulting*

# Facility Condition Assessment

May 1, 2007

## Granbury Independent School District



THANK YOU



## GRANBURY INDEPENDENT SCHOOL DISTRICT

**INTEROFFICE MEMO**

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 1, 2007
For: Information

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

**FROM**: Sharay Boynton
**DATE**: April 23, 2007
**RE**: 03/31/07 Financial Statements

**SUMMARY:**

Attached are the financial statements for the period ended March 31, 2007 for the general operating fund.

The statements for the period ended March 31, 2007 include only those transactions that occurred between the period of September 1, 2006 and March 31, 2007. Revenue collected to date equal 89.93% of the budgeted amount compared to 89.03% last year. Expenditures to date represent 48.23% of the budget compared to 55.34% last year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Emmett Whitefield

Date Submitted: April 23, 2007

April 23, 2007

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 February 28, 2007 was $46,700,607. 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. The yield between the pools and the interest bearing checking accounts is consistent with that of individual Treasuries and Agencies. Term investments were researched and will be purchased as feasible. Funds will be reallocated to take advantage of the higher yield associated with the long-term investments as the opportunities become available.

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 slightly lower than the LOGIC fund and funds are not as liquid as they are in the pools and with the interest rate steadily rising, it may not serve well to limit interest income for a period of time. These rates are being watched and investments being made as feasible. The interest yield on the checking accounts is consistent with TEXPOOL. The new depository agreement entered into effective 9/1/05, realizes a floating interest rate depending on 90-day t-bill adjusted quarterly and should allow for a more competitive rate with the rising interest rate market. Further, the new depository has set up an investment account that maintains a rate consistent with TexPool's prior month average yield adjusted monthly. Funds were invested in this account and allows for more earnings while maintaining the diversity needed for public funds. Due to collateral and diversity issues, funds are invested in the pools, TexasTerm I and the bank depending on the needs of the individual funds.

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 02/28/07

## GRANBURY ISD – GENERAL OPERATING INVESTMENT FUNDS

| | |
|---|---|
| Beginning Book Value | $41,466,772 |
| Beginning Market Value | $41,466,772 |
| WAM at Beginning of Period | 1 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $41,466,772 |
| Ending Market Value | $41,466,772 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1 Days |
| Period Yield to Maturity | 5.30% |
| Period Average Benchmark Yield | 5.16 % |

## GRANBURY ISD – FOOD SERVICE INVESTMENT FUNDS

| | |
|---|---|
| Beginning Book Value | $ 571,631 |
| Beginning Market Value | $ 571,631 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 571,631 |
| Ending Market Value | $ 571,631 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | 5.16% |
| Period Average Benchmark Yield | 5.16% |

## GRANBURY ISD – SCHOLARSHIP/TRUST INVESTMENT FUNDS

| | |
|---|---|
| Beginning Book Value | $ 86,520 |
| Beginning Market Value | $ 86,520 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 86,520 |
| Ending Market Value | $ 86,520 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | 4.74% |
| Period Average Benchmark Yield | 5.16% |

**GRANBURY ISD – DEBT SERVICE INVESTMENT FUNDS**

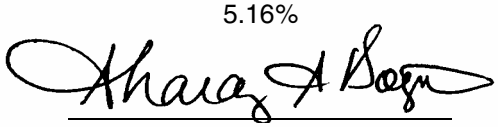
| | |
|---|---|
| Beginning Book Value | $ 4,438,028 |
| Beginning Market Value | $ 4,438,028 |
| WAM at Beginning of Period | 1 Day |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 4,438,028 |
| Ending Market Value | $ 4,438,028 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1 Day |
| Period Yield to Maturity | 5.31% |
| Period Average Benchmark Yield | 5.16% |

**GRANBURY ISD – BUILDING FUND INVESTMENT FUNDS**

| | |
|---|---|
| Beginning Book Value | $ 13,827 |
| Beginning Market Value | $ 13,827 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 13,827 |
| Ending Market Value | $ 13,827 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | 4.78% |
| Period Average Benchmark Yield | 5.16 % |

**GRANBURY ISD –SELF INSURANCE INVESTMENT FUNDS**

| | |
|---|---|
| Beginning Book Value | $ 123,829 |
| Beginning Market Value | $ 123,829 |
| WAM at Beginning of Period | 1.0 Days |
| Change to Market Value | $ 0 |
| Ending Book Value | $ 123,829 |
| Ending Market Value | $ 123,829 |
| Gain/Loss | $ 0 |
| WAM at Ending Date | 1.0 Days |
| Period Yield to Maturity | 4.76% |
| Period Average Benchmark Yield | 5.16% |

Prepared by: Finance Director 

Superintendent 