Regular

Monday, March 9, 2009 6:00 PM
Granbury ISD Board Room, 600 West Pearl St., Granbury, TX 76048, W Pearl St, Granbury, TX 76048

1. **Call to order - 6:00 PM - GISD Board Room**
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 contract recommendations for Administrators, Teachers, Diagnosticians, Speech Therapists, Librarians, Nurses, and other employees
   3. Consider Superintendent Retirement Agreement
   b. Chapter 551.072 - Purchase, exchange, lease or value of real property
3. **Reconvene in open session - 7:00 PM**
4. **Opening Comments/Invocation**
5. **Pledges - U.S. Flag & Texas Flag**
6. **Recognitions**
   a. 2009 Texas Forensic Association State Tournament participation Afton Strain and Holly Winters
   b. 2009 District Spelling Bee - Christian McClain
   c. Boys & Girls Club
7. **Consider Consent Agenda Items**
   a. Minutes of the February 9, 2009 regular meeting and March 2, 2009 Special Meeting
   b. Technology Purchases
   c. Budget Amendments
   d. Consider Bus A/C Units and Installation, Parts and Repair Services CSP 2007-09 - Renewal
   e. Athletic Fall Sports Bid 2009-11 Tennis, Volleyball, Swimming and Cross Country Sections
8. **Consider Policy Update DFBB(LOCAL)**
9. **Consideration of Budget Amendment for PK-5 Realignment Project from Contingency Funds and Fuel Budget**
10. **Consideration of Budget Amendment for PK-5 Realignment Project from Fund Balance**
11. **Consider the Multi Regional Purchasing Cooperative - Education Service Center Region XI Inter-local Agreement**
12. **Consideration of Library Book Purchase from Multi Regional Purchasing Co-op ESC XI**
13. **Reports**
    a. Financial Statements for period ending January 31, 2009
    b. Budget Assumptions - Amended at 2-9-09 meeting
    c. Absent Students Assistance Program
14. **Public comments/audience participation**
15. **Consider action on items discussed in closed session**
    a. Consider staff appointments
    b. Consider contract recommendations for Administrators, Teachers, Diagnosticians, Speech Therapists, Librarians, Nurses, and other employees
    c. Consider Superintendent Retirement Agreement
    d. Consider purchase, exchange, lease or value of real property
16. **Adjourn**

GRANBURY ISD
BOARD OF TRUSTEES
OFFICIAL REGULAR MEETING
MINUTES
February 9, 2009

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, February 9, 2009 at 6:00 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas.

Presiding Officer.....Charlie Cloud, President

Board Members Present

Bowen Brawner
Barbara Herrington
Kevin Myers
Micky Shearon
Don Walton
Jerry Campbell

School Officials Present

William Harris, Superintendent
Sharay Boynton, Executive Director of Finance
Troy Green, Executive Director of Human Resources
Ton Potappel, Director of Technology
Jeff Meador, Public Information Officer
Carola Bradley, Recording Secretary

Others Present

School Employees
Media
Community Members

Meeting Called to Order

President, Charlie Cloud, called the meeting to order at 6:10 p.m. and noted that a quorum of board members was present, the meeting was dully called and that notice of the meeting was 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 6:11 p.m. under the Texas Open Meeting Act, Chapter 551.072 – purchase, exchange, lease or value of real property and 551.074 – personnel.

Reconvened

The board reconvened in open session at 6:42 p.m. and went into recess until 7:00p.m.

Reconvened

The Board reconvened in open session from recess at 7:00 p.m.

Invocation/Opening Comments

Dr. David Becker, First Baptist Church of Granbury, led the prayer.

Pledge U.S. Flag and Texas Flag

Colton Collins and Branden Condit from Oak Woods Intermediate led the U. S. and Texas pledges.

Recognitions

Stacie Brown, Elementary Curriculum Coordinator, introduced winners from the Elementary District Science Fair Best of Show Awards: Destinee Duty – K-2 Individual Projects, Acton Elementary; Whitney Shearon – 3-5 Individual Projects. Brawner Intermediate; Sierra Mark and Micha Pierce – K-5 Group Projects, Emma Roberson Elementary and Allison Lewis – Shutterbugs, Oak Woods Intermediate.

Alicia Hernandez, Director of Child Nutrition, recognized the Child Nutrition Department managers and support staff for their efforts in the recent state audit which resulted in an Exemplary rating for Granbury ISD: Brenda Blair, Oak Woods Intermediate; Stacy Cummings, Brawner Intermediate, Teresa Daily, Crossland Nith Grade Center; Jan Gilheany, Mambrino School; Melissa Porter, Acton Middle School; and Kim Allec, Sue Griffin, Cozette Jenkins, Lisa Perigrino, Ami Buch and Bobby Brady, child Nutrition Department support staff.

Consent agenda items

Kevin Myers requested item B. Technology Purchases be pulled.

A motion was made by Micky Shearon and seconded by Jerry Campbell to approve items A. Minutes of the January 19, 2009 regular meeting and January 22, 2009 special meeting, C. Budget Amendments, D. Consider annual contract for Fire Alarm Systems Inspection, Pull Stations and Repairs RFCP 2009-08; E. Consider annual contract for Inspection and Repairs Kitchen Suppression, Building Suppression Systems and Fire Extinguishers and Back Flow Preventers and Risers RFCP 2009-09; F. consider donation update – piano, as presented. **MOTION CARRIED**: Yes 7 – Noe 0

A motion was made by Kevin Myers and seconded by Barbara Herrington to approve item B. Technology Purchases as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Master Service Interlocal contract between Harris County Department of Education and Granbury ISD

A motion was made by Jerry Campbell and seconded by Micky Shearon to approve Master Service Interlocal contract between Harris County Department of Education and Granbury ISD as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Update 84

A motion was made by Barbara Herrington and seconded by Bowen Brawner to approve Update 84 as presented with the exception of policy DFBB(LOCAL) to be pulled for more clarification from TASB Legal. **MOTION CARRIED**: Yes 7 – Noe 0

Reports

Sharay Boynton, Executive Director of Finance presented the Purchasing Co-op Management Fee Report for 2007-08

Sharay Boynton also presented the 2009-2010 budget Assumptions to the Board. The Board requested that no new positions be added until the Board approves the Budget, a total compensation package be presented during the presentation of proposed salary schedules, salary schedules not be approved before the presentation of the full budget, cost of mounted projector, document camera and smart board in every classroom be presented during the budget process, cost of a meaningful tuition reimbursement program for teachers in their content area, and a stipend analysis between the current system of stipend plus extra days and stipend only.

Marsha Grissom, Principal, Granbury High School, presented an update of the Granbury High School Fund Allotment.

Public comments/audience participation

None

Action on Items Discussed in Closed Session

Staff Appointments

A motion was made by Jerry Campbell and seconded by Barbara Herrington to approve staff appointments as presented: Kathryn Cox, 7th grade Texas History teacher, Acton Middle School; Angie Couto, ELA teacher, Granbury Middle School; Dayna Morgan, 7th grade math teacher, Granbury Middle School; Katharine Wilkins, 7th grade Texas History teacher, Granbury Middle School. **MOTION CARRIED**: Yes – 7 – Noe 0

Consider purchase, exchange, lease or value of real property

None

Adjournment

There being no further business, the meeting was adjourned at 9:16 p.m.

_____ _____

Charlie Cloud, Board President Micky Shearon, Board Secretary

OFFICE OF CURRICULUM & INSTRUCTION

For:	**Board of Trustees**
Date:	**March 9, 2009**
Action:	**Action**

To:	**Mr. William Harris, Superintendent**	**From:**	**Jan Van Dorn**
		Date:	**February 23, 2009**
		RE:	**Technology Purchases**

SUMMARY: Attached is the spreadsheet denoting the technology purchases for this month.

RECOMMENDATION: The Administration recommends the approval of the technology.

Respectfully submitted,



Jan Van Dorn
Assistant Superintendent

Staff Persons Responsible: Jan Van Dorn
Ton Potappel

Campus/Department Technology Purchases

Item	Campus/ Department	Requestor	Description	Qty.	Cost	Budget Code
1	GHS	Marsha Grissom	eInstruction Classroom Performance System - CPS RF	1	$1,930.00	199 E 11 6645 00 001 0 11 450
2	GHS	Marsha Grissom	SB660 SMART Board	3	$3,612.00	199 E 11 6645 00 001 0 11 450
-						
3	CNG	Lynn Pool	Dell Latitude E6400 Laptop Computer w/ Docking Station	1	$1,800.00	199 E 12 6645 00 005 0 99 000
4	CNG	Lynn Pool	Dell Latitude E6400 Laptop Computer w/ Docking Station	1	$1,800.00	199 E 23 6645 00 005 0 11 000
-						
5	GMS	Diane Fullerton	SB680 SMART Board w/ UF55 Projector	1	$3,434.00	199 E 12 6645 00 041 0 99 000
6	GMS	Diane Fullerton	Creative WebCam Live! Ultra for Notebooks	1	$70.00	199 E 23 6397 00 041 0 11 000
-						
7	AMS	Jimmy Dawson	Speakers for Dell Latitude Laptop Computer	1	$18.00	199 E 11 6397 00 042 0 11 000
8	AMS	Jimmy Dawson	Dell Replacement Lamp for Dell xx00MP DLP Projector	4	$954.00	199 E 12 6397 00 042 0 99 000
9	AMS	Jimmy Dawson	Dell Optiplex GX760 Desktop Computer (Staff)	1	$1,150.00	199 E 12 6645 00 042 0 99 000
10	AMS	Jimmy Dawson	PURE Digital Flip Video Ultra Series F260 CamCorder	5	$775.00	199 E 23 6645 00 042 0 11 000
11	AMS	Jimmy Dawson	RaptorWare Turbo Label Printer	1	$200.00	199 E 52 6645 00 042 0 99 000
-						
12	AES	Ralph Purget	RM Easiteach Dance Mat Content Pack	1	$350.00	199 E 12 6397 00 102 0 99 000
-						
13	BES	Beverly Huffman	Speakers for Dell Latitude Laptop Computer	3	$54.00	199 E 12 6397 00 105 0 99 000
14	BES	Beverly Huffman	Califone Mini Mouse KM200 Narrow	8	$64.00	199 E 12 6397 00 105 0 99 000
15	BES	Beverly Huffman	Dell 1409X DLP Projector	2	$1,400.00	199 E 12 6645 00 105 0 99 000
16	BES	Beverly Huffman	SB660 SMART Board	1	$1,204.00	199 E 12 6645 00 105 0 99 000
17	BES	Beverly Huffman	Elmo Visual Presenter w/ Updated Teacher Tools	2	$1,030.00	199 E 12 6645 00 105 0 99 000
-						
18	MAS	Beckie Johnson	Dell 1409X DLP Projector	4	$2,800.00	199 E 11 6645 99 107 0 11 000
-						
19	ADM	Carola Bradley	Dell Latitude E6400 Laptop Computer w/ Docking Station	1	$1,800.00	199 E 41 6645 00 701 0 99 00F
20	ADM	William Harris	Dell Latitude E6400 Laptop Computer (Board)	2	$2,730.00	199 E 41 6645 00 702 0 99 00F
-						
21	HR	Troy Green	Annual Subscription for Netchemia SchoolRecruiter	1	$5,650.00	199 E 41 6297 99 727 0 99 000
22	HR	Troy Green	One Day OnSite Training for Netchemia SchoolRecruiter	1	$1,500.00	199 E 41 6297 99 727 0 99 000
23	HR	Troy Green	Annual Subscription for Frontline Aesop (Substitude Calling)	1	$8,800.00	199 E 41 6297 99 727 0 99 000
24	HR	Troy Green	System Setup & OnSite Training for Frontline Aesop	1	$8,000.00	199 E 41 6297 99 727 0 99 000

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25	Curriculum	Sharon Williams	Dell 17" UltraSharp Flat Panel Monitor	1	$154.00	199 E 13 6397 99 731 0 99 000
26	Curriculum	Sharon Williams	Dell Latitude E6400 Laptop Computer w/ Docking Station	2	$3,600.00	199 E 13 6645 99 731 0 99 000
27	Curriculum	Sharon Williams	Dell Optiplex GX760 Desktop Computer (Staff)	1	$1,150.00	199 E 13 6645 99 731 0 99 000
-						
28	CTE/GHS	Cheryll Yowell	16x DVD+/-RW Drive for Dell Optiplex Desktop Computer	8	$419.60	199 E 11 6397 00 001 0 11 000
29	CTE/GHS	Cheryll Yowell	Belkin 4-Pin to 6-Pin FireWire Cable	5	$71.99	199 E 11 6397 00 001 0 22 000
30	CTE/GHS	Cheryll Yowell	CTE Program Evaluation Software	1	$100.00	244 E 11 6397 00 001 9 22 000
31	CTE/GHS	Cheryll Yowell	Pharmacy Technician Training Program - Student Version	10	$2,528.00	244 E 11 6397 00 001 9 22 000
32	CTE/GHS	Cheryll Yowell	StarTech 2 Port IEEE 1394 FireWire PCI Card	88	$1,872.64	244 E 11 6397 00 001 9 22 000
33	CTE/GHS	Cheryll Yowell	16x DVD+/-RW Drive for Dell Optiplex Desktop Computer	88	$4,615.60	244 E 11 6397 00 001 9 22 000
34	CTE/GHS	Cheryll Yowell	Panasonic PV-GS320 Mini DV CamCorder	6	$3,000.00	244 E 11 6645 00 001 9 22 000
					Total:	**$68,636.83**

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: March 9, 2009
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton, Finance Director
DATE: March 2, 2009
RE: Budget Amendments

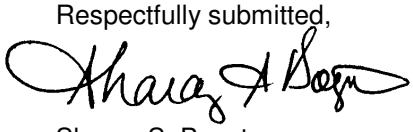
SUMMARY:

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: March 2, 2009

Fund 199, Ms. Lynn Pool, Originator
This Amendment recognizes funds in the amount of $23 allocated to function 12 (Instructional Resources & Media). These funds are generated from library fines and will be used to purchase additional library books and media.

Fund 199, Mr. Jimmy Dawson, Originator
This Amendment recognizes donated funds in the amount of $400 allocated to function 52 (Security & Monitoring SVS). These funds are donated by the campus PTO and will be used to purchase additional Raptor Printers for the office.

Fund 199, Mr. Donnie Cody, Originator
This Amendment recognizes donated funds in the amount of $1,400 allocated to function 11 (Instruction). These funds are donated by the campus PTO and will be used to purchase additional Projectors.

Fund 199, Ms. Rebecca Johnson, Originator
This Amendment recognizes donated funds in the amount of $4,360 allocated to function 11 (Instruction). These funds are donated by the campus PTO and will be used to purchase additional Projectors.

Fund 181, Mr. Dwight Butler, Originator
This Amendment recognizes donated funds in the amount of $2,877 allocated to function 36 (Co-Curricular). These funds are donated by the Athletic Booster Club and will be used to fund travel for the baseball team.

Fund 181, Mr. Dwight Butler, Originator
This Amendment recognizes donated funds in the amount of $100 allocated to function 36 (Co-Curricular). These funds are donated by the Athletic Booster Club and will be used to fund travel for the girl's soccer team.

Fund 181, Mr. Dwight Butler, Originator
This Amendment recognizes donated funds in the amount of $1,448 allocated to function 36 (Co-Curricular). These funds are donated by the Athletic Booster Club and will be used to fund travel for the girl's golf team.

Fund 240, Ms. Alicia Hernandez, Originator
This Amendment recognizes funds in the amount of $738 allocated from function 51 (Plant Maintenance) to function 35 (Food Service). These funds are being transferred to fund a rental truck.

Fund 199, Ms. Sharay Boynton, Originator
This Amendment recognizes funds in the amount of $75,000 allocated from function 81 (Facilities Const & Acquisition) to function 51 (Plant Maintenance). These funds are being transferred to fund field maintenance projects and replacement of Crossland Ninth Grade Center Intercom System.

Superintendent's Office

For:	**Board of Trustees**
Date:	**March 9, 2009**
Action:	**Approval**

To:	**Board of Trustees**	**From:**	**William Harris**
		Date:	**March 2, 2009**
		RE:	**Policy DFBB(LOCAL)**

SUMMARY:
Policy DFBB(LOCAL) is re-submitted for the Board's consideration. TASB has submitted the following considerations:

> DFBB(LOCAL) no longer requires a superintendent to submit evaluations for the board to consider when voting to propose nonrenewal of an employee. While the law requires a board to consider the most recent evaluation, if relevant, before voting to nonrenew an employee's contract, it does not require consideration of evaluations before voting to propose nonrenewal.

RECOMMENDATION:
I recommend approval of Policy DFBB(LOCAL).

Respectfully submitted,

William Harris

William Harris
Superintendent

TERM CONTRACTS
NONRENEWAL

DFBB
(LOCAL)

REASONS

The recommendation to the Board and its decision not to renew a contract under this policy shall not be based on an employee's exercise of Constitutional rights or based unlawfully on an employee's race, color, religion, sex, national origin, disability, or age. Reasons for proposed nonrenewal of an employee's term contract shall be:

1. Deficiencies pointed out in observation reports, appraisals or evaluations, supplemental memoranda, or other communications.
2. Failure to fulfill duties or responsibilities.
3. Incompetency or inefficiency in the performance of duties.
4. Inability to maintain discipline in any situation in which the employee is responsible for the oversight and supervision of students.
5. Insubordination or failure to comply with official directives.
6. Failure to comply with Board policies or administrative regulations.
7. Excessive absences.
8. Conducting personal business during school hours when it results in neglect of duties.
9. Reduction in force because of financial exigency or program change. [See DFF]
10. A decision by a campus intervention team under Education Code 39.1324 that the employee not be retained at a reconstituted campus.
11. Drunkenness or excessive use of alcoholic beverages; or possession, use, or being under the influence of alcohol or alcoholic beverages while on school property, while working in the scope of the employee's duties, or while attending any school- or District-sponsored activity.
12. The illegal possession, use, manufacture, or distribution of a controlled substance, a drug, a dangerous drug, hallucinogens, or other substances regulated by state statutes.
13. Failure to meet the District's standards of professional conduct.
14. Failure to report any arrest, indictment, conviction, no contest or guilty plea, or other adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL). [See DH]

15. Conviction of or deferred adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL); ~~and~~or conviction of a lesser included offense pursuant to a plea when the original charged offense is a felony. [See DH]

16. Failure to comply with reasonable District requirements regarding advanced coursework or professional improvement and growth.

17. Disability, not otherwise protected by law, that prevents the employee from performing the essential functions of the job.

18. Any activity, school-connected or otherwise, that, because of publicity given it, or knowledge of it among students, faculty, and community, impairs or diminishes the employee's effectiveness in the District.

19. Any breach by the employee of an employment contract or any reason specified in the employee's employment contract.

20. Failure to maintain an effective working relationship, or maintain good rapport, with parents, the community, or colleagues.

21. A significant lack of student progress attributable to the educator.

22. Behavior that presents a danger of physical harm to a student or to other individuals.

23. Assault on a person on school property or at a school-related function, or on an employee, student, or student's parent regardless of time or place.

24. Use of profanity in the course of performing any duties of employment, whether on or off school premises, in the presence of students, staff, or members of the public, if reasonably characterized as unprofessional.

25. Falsification of records or other documents related to the District's activities.

26. Falsification or omission of required information on an employment application.

27. Misrepresentation of facts to a supervisor or other District official in the conduct of District business.

28. Failure to fulfill requirements for certification, including passing certification examinations required by state law for the employee's assignment.

29. Failure to achieve or maintain "highly qualified" status as required for the employee's assignment.

30. Failure to fulfill the requirements of a deficiency plan under an Emergency Permit, a Special Assignment Permit, or a Temporary Classroom Assignment Permit.

31. Any attempt to encourage or coerce a child to withhold information from the child's parent or from other District personnel.

32. Any reason that makes the employment relationship void or voidable, such as a violation of federal, state, or local law.

33. Any reason constituting good cause for terminating the contract during its term.

RECOMMENDATIONS FROM ADMINISTRATION

Administrative recommendations for renewal or proposed nonrenewal of professional employee contracts shall be submitted to the Superintendent. ~~The Superintendent shall require that each~~Each administrator's recommendation for nonrenewal shall be accompanied by copies of all pertinent information necessary to a decision to recommend proposed nonrenewal. The final decision on the administrative recommendation to the Board on each employee's contract rests with the Superintendent.

SUPERINTENDENT'S RECOMMENDATION

The Superintendent shall prepare lists of employees whose contracts are recommended for renewal or proposed nonrenewal by the Board. ~~Copies of written evaluations, other supporting~~Supporting documentation, if any, and reasons for the recommendation shall be submitted for each employee recommended for proposed nonrenewal. The Board shall consider such information, as appropriate, in support of recommendations for proposed nonrenewal and shall then act on all recommendations.

NOTICE OF PROPOSED RENEWAL OR NONRENEWAL

The Superintendent shall deliver to the employee by hand or certified mail, return receipt requested, written notice of proposed renewal or nonrenewal not later than the 45th day before the last day of instruction required in the contract. If the notice of proposed nonrenewal does not contain a statement of the reason or all of the reasons for the proposed action, and the employee requests a hearing, the District shall give the employee notice of all reasons for the proposed nonrenewal a reasonable time before the hearing. The initial notice or any subsequent notice shall contain the hearing procedures.

REQUEST FOR HEARING

If the employee desires a hearing after receiving the notice of proposed nonrenewal, the employee shall notify the Board in writing not later than the 15th day after the date the employee received the notice of proposed nonrenewal. When a timely request for a

hearing on a proposed nonrenewal is received by the Board President, the hearing shall be held not later than the 15th day after receipt of the request, unless the parties mutually agree to a delay. The employee shall be given notice of the hearing date as soon as it is set.

HEARING PROCEDURE

~~The~~Unless the employee requests that the hearing be open, the hearing shall be conducted in closed meeting ~~unless the employee requests that it be open,~~ with only the members of the Board, the employee, the Superintendent, their representatives, and such witnesses as may be called in attendance. Witnesses may be excluded from the hearing until ~~it is their turn~~called to present evidence. The employee and the administration may ~~each be represented by~~choose a representative ~~of each party's choice~~. Notice, at least five days in advance of the hearing, shall be given by each party intending to be represented, including the name of the representative. Failure to give such notice may result in postponement of the hearing.

The conduct of the hearing shall be under the Board President's control and ~~in general~~ shall generally follow the steps listed below:

1. After consultation with the parties, the Board President shall impose reasonable time limits for presentation of evidence and closing arguments.
2. The hearing shall begin with the administration's presentation, supported by such proof as it desires to offer.
3. The employee may cross-examine any witnesses for the administration.
4. The employee may then present such testimonial or documentary proof, as desired, to offer in rebuttal or general support of the contention that the contract be renewed.
5. The administration may cross-examine any witnesses for the employee and offer rebuttal to the testimony of the employee's witnesses.
6. Closing arguments may be made by each party.

A record of the hearing shall be made so that a certified transcript can be prepared, if required.

BOARD DECISION

The Board may consider only ~~such~~ evidence ~~as is~~ presented at the hearing. After all the evidence has been presented, if the Board determines that the reasons given in support of the recommendation to not renew the employee's contract are lawful, supported by the evidence, and not arbitrary or capricious, it shall so notify the employee by a written notice not later than the 15th day after the

date on which the hearing is concluded. This notice shall also include the Board's decision on renewal, which decision shall be final.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: March 9, 2009
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: March 2, 2009
RE: Realignment Budget Amendment – Contingency

SUMMARY:
District and campus administration have been working over the last several months on the necessary planning involved in realigning the PK-5 student populations. During the planning process, various needs have been identified that will need to be addressed later this spring and through the summer. Expenditures will need to be made prior to the September 1, 2009 budget year.

I have prepared a year-end analysis based on activity through January 31, 2009. As best I can tell at this time of year, we are looking at a deficit of $1,243,443 from operating activity compared to the original deficit budget of $2,222,148. This is a result of projected expenditures of only 95.4% of the approved budget and revenue projected at 98.6% of the approved budget. Fund balance as of 8/31/08 was $17,591,525 or 29.76% of 2008-09 expenditure budget. Even with the projected deficit for the 2008-09 school year, the fund balance will still be very healthy at 26.89% of 2008-09 expenditure budget and will allow for financial flexibility.

There are land contingency funds that could assist with the expenditures identified through the planning process. Further there are additional funds from the fuel budget that will not be needed due to the reduction in fuel costs over the last few months. Please find attached details related to realignment needs to be funded with the contingency budget. A budget amendment, attached has also been prepared for the Board's consideration. The amendment will result in a projected $1,543,443 deficit in lieu of the $1,243,443 addressed above.

The following is the recommendation of me and Mr. Harris.

RECOMMENDATION:
It is recommended that the $294,489 be amended from contingency and fuel budget as noted on the attached budget amendment to cover the anticipated cost of the realignment project.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Mr. William Harris
Mrs. Sharay Boynton

Date Submitted: March 2, 2009

PROJECTED
02/19/2009

Granbury ISD
Fund Balance Analysis
2008-09

59,103,891

				% of Budget
Beginning Fund Balance - Unrestricted		17,591,525		29.76%
Move to Construction	(545,573)			
Move to HS Allottment	(263,777)			
Original Projected Year End Activity	(2,222,148)			
urrent Projected Year End Activity Change from Original (1.5%)	978,705			
Projected Year End Balance 8/31/09			15,538,732	26.29%
Beginning Fund Balance - Construction		174,264		
Move from Unrestricted	545,573			
Projected Year End Activity	(545,573)			
Projected Year End Balance 8/31/09			174,264	0.29%
Beginning Fund Balance - HS Allottment		-		
Move from Unrestricted	263,777			
Projected Year End Activity	(85,514)			
Projected Year End Balance 8/31/09			178,263	0.30%
Projected Total Fund Balance			**15,891,259**	**26.89%**

GRANBURY ISD
REALIGNMENT BUDGET NEEDS

Campus	Dept	Description	Funding	Cost
AES	Curriculum	Science - Foss Kits (4,5)	Contingency	4,657
AES	Curriculum	PE Curriculum Resources - standardization for new grade levels	Contingency	500
AES/BES	Curriculum	Science Curriculum - standardization - 4th and 5th grade	Contingency	2,350
All	Curriculum	Art resources - standardize curriculum needs	Contingency	4,150
All	Curriculum	Music Curriculum alignment - standardization	Contingency	11,000
BES	Curriculum	Science - Foss Kits (4,5)	Contingency	4,657
BES	Curriculum	PE Curriculum Resources - standardization for new grade levels	Contingency	500
BES	Facilities/Maint	Music Risers - 4-step, back rail & shipping (4)	Contingency	7,844
ERE	Curriculum	New 2nd Grade Classroom - Bilingual	Contingency	1,500
ERE	Curriculum	PK Classroom Set up	Contingency	2,000
MAM	Curriculum	New 2nd Grade Classroom	Contingency	1,500
MAM	Facilities/Maint	Music Risers - 4-step, back rail & shipping(5)	Contingency	9,805
MAM	Technology	Cisco 48 Port Switch & Patch Cable	Contingency	3,030
OW	Curriculum	New 2nd Grade Classroom	Contingency	1,500
OW	Curriculum	Science - Foss Kits (K, 1, 2, 3)	Contingency	6,977
OW	Curriculum	PE Curriculum Resources - standardization for new grade levels	Contingency	500
OW	Curriculum	PK Classroom Set up	Contingency	2,000
OW	Facilities/Maint	Music Risers - 4-step, back rail & shipping (4)	Contingency	7,844
OW	Technology	Cisco 48 Port Switch & Patch Cable	Contingency	3,030
		Function 11		75,344
AES	Business Ofc/HR	Library Staff to set up library additions this summer - 5 days (2800 books)	Contingency	1,365
AES	Curriculum	Library Technology Equip - Standardization	Contingency	5,400
AES	Curriculum	Library Furniture - to house additional titles	Contingency	7,944
BES	Business Ofc/HR	Library Staff to set up library additions this summer - 5 days (2,380 books)	Contingency	1,407
BES	Curriculum	Library Technology Equip - Standardization	Contingency	5,400
BES	Curriculum	Library Furniture - to house additional titles	Contingency	5,296
BIS	Business Ofc/HR	Library Staff to set up library additions this summer - 2 days (840 books)	Contingency	656
BIS	Curriculum	Library Technology Equip - Standardization	Contingency	2,800
MAM	Business Ofc/HR	Library Staff to set up library additions this summer - 7 days (3640 books)	Contingency	2,149
MAM	Curriculum	Library Technology Equip - Standardization	Contingency	6,400
MAM	Curriculum	Library Furniture - to house additional titles	Contingency	2,956
OW	Business Ofc/HR	Library Staff to set up library additions this summer - 10 days (5040 books)	Contingency	3,662

GRANBURY ISD
REALIGNMENT BUDGET NEEDS

Campus	Dept	Description	Funding	Cost
OW	Curriculum	Library Technology Equip - Standardization	Contingency	4,650
OW	Curriculum	Library Furniture - to house additional titles	Contingency	5,912
		Function 12		55,997
AES	Business Ofc/HR	Assistant Principal to facilitate textbook movement - 3 days (481 books)	Contingency	940
BES	Business Ofc/HR	Assistant Principal to facilitate textbook movement - 2 days (299 books)	Contingency	654
BIS	Business Ofc/HR	Assistant Principal to facilitate textbook movement - 3 days (366 books)	Contingency	857
ERE	Business Ofc/HR	Assistant Principal to facilitate textbook movement - 2 days (199 books)	Contingency	592
MAM	Business Ofc/HR	Assistant Principal to facilitate textbook movement - 2 days (133 books)	Contingency	721
OW	Business Ofc/HR	Assistant Principal to facilitate textbook movement - 3 days (509 books)	Contingency	885
		Function 23		4,648
AES	Facilities/Maint	Playground Fencing - Divide K-2 and 3-5 areas	Contingency	4,000
All	Facilities/Maint	Contingency for Furniture	Contingency	20,000
All	Facilities/Maint	Movement of Teachers - May 26 - June 5 - RentaCrate & Truck Rental	Contingency	7,100
All	Facilities/Maint	Movement of Textbooks - RentaCrate & Truck Rental	Contingency	2,000
BIS	Facilities/Maint	Playground Fencing	Contingency	11,000
BIS	Facilities/Maint	Replace chalk boards w/dry erase boards (40)	Contingency	24,000
OW	Facilities/Maint	Replace chalk boards w/dry erase boards (40)	Contingency	24,000
OW	Facilities/Maint	Pre K - 3rd Grade Playground Equipment	Contingency	52,500
OW	Facilities/Maint	Playground Fencing	Contingency	4,000
OW	Facilities/Maint	Administrative Office remodel	Contingency	5,000
OW	Facilities/Maint	Expand Library by opening rooms 114 & 202 into	Contingency	4,000
		Function 51		157,600
AES	Curriculum	ESD supplies for new grade levels served	Contingency	300
BES	Curriculum	ESD supplies for new grade levels served	Contingency	300
OW	Curriculum	ESD supplies for new grade levels served	Contingency	300
		Function 51		900
		Total	Contingency	294,489
		Function 81	Land	(94,489)
		Function 34	Fuel	(200,000)

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: March 9, 2009
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: March 2, 2009
RE: Realignment Budget Amendment – Fund Balance

SUMMARY:
District and campus administration have been working over the last several months on the necessary planning involved in realigning the PK-5 student populations. During the planning process, various needs have been identified that will need to be addressed later this spring and through the summer. Expenditures will need to be made prior to the September 1, 2009 budget year.

I have prepared a year-end analysis based on activity through January 31, 2009. As best I can tell at this time of year, we are looking at a deficit of $1,243,443 from operating activity compared to the original deficit budget of $2,222,148. This is a result of projected expenditures of only 95.4% of the approved budget and revenue projected at 98.6% of the approved budget. Fund balance as of 8/31/08 was $17,591,525 or 29.76% of 2008-09 expenditure budget. Even with the projected deficit for the 2008-09 school year, the fund balance will still be very healthy at 26.89% of 2008-09 expenditure budget and will allow for financial flexibility. See attached spreadsheet.

There are contingency funds that could assist with the expenditures identified through the planning process. A budget amendment has been presented under separate cover utilizing these funds for a large part of the anticipated cost of this move. However, there are still costs associated with this move that are presented on the attached spreadsheet. A budget amendment, attached has been prepared for the Board's consideration. It is proposed that the budget be amended up and the offset to be the fund balance. The amendment will result in a projected $2,038,747 deficit in lieu of the $1,543,443 addressed in the contingency move. Fund Balance will still be 26.3% of the 2008-09 expenditure budget.

The following is the recommendation of me and Mr. Harris.

RECOMMENDATION:
It is recommended that the $495,304 be amended from fund balance as noted on the attached budget amendment to cover the anticipated cost of realignment projects.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Mr. William Harris
Mrs. Sharay Boynton
Date Submitted: March 2, 2009

PROJECTED
02/19/2009

Granbury ISD
Fund Balance Analysis
2008-09

59,103,891

				% of Budget
Beginning Fund Balance - Unrestricted		17,591,525		29.76%
Move to Construction	(545,573)			
Move to HS Allottment	(263,777)			
Original Projected Year End Activity	(2,222,148)			
urrent Projected Year End Activity Change from Original (1.5%)	978,705			
Projected Year End Balance 8/31/09			15,538,732	26.29%
Beginning Fund Balance - Construction		174,264		
Move from Unrestricted	545,573			
Projected Year End Activity	(545,573)			
Projected Year End Balance 8/31/09			174,264	0.29%
Beginning Fund Balance - HS Allottment		-		
Move from Unrestricted	263,777			
Projected Year End Activity	(85,514)			
Projected Year End Balance 8/31/09			178,263	0.30%
Projected Total Fund Balance			**15,891,259**	**26.89%**

GRANBURY ISD
REALIGNMENT BUDGET NEEDS

Campus	Dept	Description	Funding	Cost
AES	Curriculum	Library Books - Acceptable Standard	Fund Balance	55,980
BES	Curriculum	Library Books - Acceptable Standard	Fund Balance	47,583
BIS	Curriculum	Library Books - Acceptable Standard	Fund Balance	15,935
MAM	Curriculum	Library Books - Acceptable Standard	Fund Balance	70,197
OW	Curriculum	Library Books - Acceptable Standard	Fund Balance	95,609
		Function 12		285,304
OW	Facilities/Maint	Cubbies Set up - 300 Hall PreK-K	Fund Balance	10,000
OW	Facilities/Maint	Plumbing, Flooring - Remove 1/2 Carpet & Add tile (6 rooms) - K & PK hall	Fund Balance	200,000
		Function 51		210,000
		Total	Fund Balance	495,304

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: March 9, 2009
For: Approval

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: March 3, 2009
RE: Multi Regional Purchasing Coop – ESC XI - Interlocal Agreement

SUMMARY:

GISD can make purchases satisfying the bid law using several different methods. The primary method used is the processing of bids and RFPs specific to District needs and having the Board award to the vendors providing the products or services that best meet the District's needs. However, the District has become a member of purchasing cooperatives and utilizes these cooperatives for one time purchases and the purchase of items in which the discount realized is equal to or greater than that that we could get by processing our own bid. We are currently members of Texas Coop Purchasing Network (TCPN), EPCNT, TPC, BuyBoard, DIR, ESC Region 10 Multi-Regional Child Nutrition Cooperative Purchasing Program, Houston Galveston Area Council Purchasing Program, and the Texas Building and Procurement Commission.

The ESC XI has a purchasing co-op that encompasses library services through a catalog process. By approving the attached agreement, GISD can make purchases using the contracts awarded through their process. A specific contract related to library books is of interest to Curriculum Director, Sharon Williams.

There is $100/catalog component fee to join and use their awarded contracts. The related time savings and compliance to the bidding requirements for certain products and services will be benefits that the District will realize.

The following is the recommendation of me and Ms. Sharon Williams, Curriculum Director.

RECOMMENDATION:
It is recommended that the Board authorize Mr. Harris to execute the attached agreement as the Authorized Representative for the District.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay S. Boynton
Sharon Williams

Date Submitted: March 3, 2009

Multi Regional Purchasing Cooperative
Education Service Center Region XI
Inter-local Agreement

With

GRANBURY ISD

This Interlocal Agreement ("Agreement") is made by and between **EDUCATION SERVICE CENTER REGION XI ("Regional ESC")** and **GRANBURY ISD ("Member School")**, (collectively referred to as the "Parties" or individually as the "Party") acting herein by and through their respectively authorized officers or employees.

PREMISES

WHEREAS, Chapter 791 of the Texas Government Code authorizes local governments to contract with each other to provide governmental functions and services; and

WHEREAS, Texas Education Code § 8.002(a) directs regional education service centers to provide services to assist school districts in improving student performance and increasing the efficiency and effectiveness of school operations; and

WHEREAS, Regions 9, 11, 14 & 15 have established a cooperative purchasing program, Multi Regional Purchasing Cooperative ("MRPC"); and

WHEREAS, The Parties wish to enter into this Agreement to provide school districts with greater efficiency and economy in acquiring goods and services; and

WHEREAS, the governing bodies of the Parties, individually and together, do hereby adopt and find the foregoing promises as findings of said governing bodies; and

NOW THEREFORE, premises considered, and in consideration of and conditioned upon the mutual covenants and agreements herein, the Parties hereto mutually agree as follows:

AGREEMENT

I.
TERM OF AGREEMENT

A. Term
This Agreement is effective as of January 1, 2009 and shall be renewed annually unless either party gives sixty (60) days prior written notice of non-renewal.

B. Termination
1. A Party may terminate this Agreement at any time (except during the period of bid publication, bid award, and order processing in the case of the combined purchasing portion of this contract) by giving the other Party sixty (60) days written notice.

2. In the event of a breach of this Agreement, a Party may terminate this Agreement at any time after providing the breaching party with written notice of the breach and a thirty (30) day opportunity to cure the breach.

II.
PURPOSE

The purpose of this Agreement shall be to obtain substantial savings for participating education service centers and their member schools through volume purchasing. The MRPC's objective shall be to provide participating education service centers and their member schools opportunities for greater efficiency and economy in acquiring goods and services through the use of three (3) purchasing components, including 1) a combined purchasing component for school supplies and materials to be purchased prior to the start of a new school year, 2) a catalog purchasing component for the purchase of school supplies and materials throughout the school year, and 3) a technology catalog purchasing component for the purchase of technology related equipment, including but not limited to hardware and software products and services, throughout the school year. Specifically, the MRPC will:

1. Implement purchasing procedures to insure the most competitive contracts;
2. Provide competitive price solicitation and bulk purchasing for multiple schools that yield economic benefits unobtainable by individual entities;
3. Provide quick and efficient delivery of goods and services by contracting with "high performance" vendors;
4. Equalize purchasing power for smaller entities that are not able to command the best contract for themselves;
5. Maintain credibility and confidence in business procedures by maintaining open competition for purchases and by complying with purchasing laws and ethical business practices; and
6. Assist entities in maintaining the essential controls for budget and accounting purposes.

III.
DUTIES AND RESPONSIBILITIES

A. Region XI Duties and Responsibilities

1. Provide administrative support for the program.
2. The Regional ESC serves on the MRPC Governing Board which is the decision making body for the MRPC.
3. Provide contact information for assistance in accessing the MRPC services.
4. Provide staff time necessary for efficient operation of the program.
5. Monitor/audit transactions to ensure vendor compliance with scope of contracts;
6. Be responsible for procurement activities, including identifying customer needs through an annual "Needs List", tabulating quantities needed, issuing bids, RFPs, RFQs or other appropriate procurement method approved by Texas law, and selecting vendors. Activities will occur during the following timeline:

October	Regional ESC sends out Needs List and Agreement form to member schools
November	Member Schools return Needs List and signed Agreement form to Regional ESC
March	Purchase orders (1 copy) and total sheets sent to member schools
April	Purchase orders and total sheets returned from member schools
May	Purchase orders sent to vendors from Regional ESC

7. Provide member schools with procedures for ordering, delivery and billing.
8. Bill each school for the goods and services delivered through the MRPC to member schools.
9. The Regional ESC will act as a mediator between the member schools and vendors but does not assume responsibility or legal liability for product warranties, product qualities, failure to deliver by vendors, or failure of payment to vendors by member schools.

B. Member School Responsibilities

1. Commit to participate in the program by securing Board approval. Following approval, the Superintendent will sign in the appropriate space below. Please return three (3) copies of the Interlocal Agreement with original signatures to your Regional Education Service Center.
2. Designate a contact person for the cooperative.
3. Complete a "Needs List" within the stated timeline; the list includes anticipated quantities for purchase.
4. Prepare purchase orders issued to the appropriate vendor from the official award list provided by the MRPC. Complete the purchase order(s) within the stated timeline and follow the rule of 10% (the purchases will be no less than 10% of the stated quantity provided by the school in the "Needs List", nor will the purchase be more than 10% of the stated quantity).
5. Return purchase orders to the center for collective forwarding to the vendors.
6. Accept shipments of products ordered from vendors in accordance with standard purchasing procedures.
7. Issue payment to vendors and Regional ESC for goods and services as outlined in III. C. Payment
8. Secure the Conflict of Interest Questionnaire (CIQ) from Vendors as needed.

C. Payment

The member school has fiscal responsibilities to both the selected vendors to whom they issue purchase orders and the Regional ESC.

1. Vendors – The member school will issue payment to all selected vendors upon/after receipt of merchandise but in no case later than August 31st of each school fiscal year for the received merchandise.
2. Regional ESC – The member school will issue payment to the Regional ESC in the amount of three (3) percent of the total items purchased through the combined purchasing component. If a district is only participating in the catalog purchasing component and/or the technology catalog purchasing component, the fee will be $100.00 per catalog component.

D. Annual Review

The Regional ESC will annually appoint an Advisory Committee from the MRPC membership in its region which will meet at least once annually to evaluate the performance of the MRPC, including the products and the vendors. If the performance fails to meet the stated expectations of the Advisory Committee, the Parties will make a good faith effort to reach a mutually agreeable solution. In the event that the parties cannot reach a mutually agreeable solution they may terminate this Agreement as provided in Section I. B. above.

IV.
MISCELLANEOUS PROVISIONS

A. Liability
No Party assumes the liability for the systems under control of the other Party or for the actions of the employees of the other Party.

B. Immunity as a Defense
No party to this Agreement has agreed to waive any defense, right, immunity, or other protection under law, including any statutory provision, by entering into this Agreement.

C. Notices
Notices under this Agreement shall be in writing and delivered to the other Party at the following respective addresses:

REGION XI: Education Service Center Region XI
3001 North Freeway
Fort Worth, Texas 76106-6596
Attn: Loretta Streif

MEMBER SCHOOL: **_GRANBURY ISD_____**

Address _600 West Pearl Street. _____

_Granbury, TX 76048-2046_____

Attn: _Sharay Boynton_____

D. Relationship
The relationship between the Parties is that of Independent Contractors. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between ESC Region XI and the member school, or any employee or agent of the ESC. This Agreement shall not be interpreted or construed as creating or establishing the relationship of employer and employee between the member school and any employee or agent of the Regional ESC. This Agreement does not create a joint venture, business partnership or Agency relationship between the Parties.

Neither Party has the authority to bind the other in any manner.

E. Assignment
No party shall assign or otherwise transfer its interest in this Agreement without the express written permission of the other Party.

F. Severability
If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect and this Agreement shall be liberally construed to carry out the intent of the Parties.

G. Agreement
This Agreement represents the entire Agreement between the parties and may not be modified, terminated or discharged except in writing and signed by all Parties.

H. Warranty
By the execution and delivery of this Agreement, the undersigned individuals warrant that they have been duly authorized by all requisite administrative action to enter into and perform the terms of this Agreement.

This Agreement has been executed in multiple originals, each having equal force and effect, on behalf of the parties as following:

MEMBER SCHOOL:

__GRANBURY ISD _____ **_111-901___**
School Name County/Dist #

_____ _____
Mr. William Harris, Superintendent Signature (blue ink) Board Approval Date

_____
Date of Signature

EDUCATION SERVICE CENTER REGION XI **220-950**

_____ _____
Richard Ownby, Executive Director Signature Board Approval Date

_____
Date of Signature

REGION 9 EDUCATION SERVICE CENTER **243-950**

_____ _____
Anne C. Poplin, Executive Director Signature Board Approval Date

_____
Date of Signature

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: March 9, 2009
For: Information

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: March 3, 2009
RE: 01/31/09 Financial Statements

SUMMARY:

Attached are the financial statements for the period ended January 31, 2009 for the general operating fund.

The statements for the period ended January 31, 2009 include only those transactions that occurred between the period of September 1, 2008 and January 31, 2009. Revenue collected to date equal 78.36% of the budgeted amount compared to 69.57% last year. Expenditures to date represent 42.36% of the budget compared to 46.54% last year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Emmett Whitefield

Date Submitted: March 3, 2009

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED JANUARY 31, 2009

	ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT
REVENUES				
5700 LOCAL SOURCES	36,974,691	28,639,809	8,334,882	77.46%
5800 STATE SOURCES	18,902,778	15,303,597	3,599,181	80.96%
5900 FEDERAL SOURCES	360,000	125,406	234,594	34.83%
TOTAL REVENUES	**56,237,469**	**44,068,812**	**12,168,658**	**78.36%**
EXPENDITURES				
6100 PAYROLL COSTS	47,584,704	19,995,409	27,589,295	42.02%
6200 PROFESSIONAL & CONTRACTED SERVICES	4,890,843	2,342,902	2,547,941	47.90%
6300 SUPPLIES/MATERIALS	2,775,566	1,103,710	1,671,857	39.77%
6400 OTHER OPERATING	1,349,060	645,522	703,538	47.85%
6500 DEBT SERVICE	0	0	0	#DIV/0!
6600 CAPITAL OUTLAY	2,509,561	951,990	1,557,571	37.93%
TOTAL EXPENDITURES	**59,109,734**	**25,039,531**	**34,070,202**	**42.36%**
OTHER SOURCES AND USES				
7900 OTHER RESOURCES	0	0	0	0.00%
8900 OTHER USES	0	0	0	0.00%
OTHER SOURCES(USES)	**0**	**0**	**0**	**0.00%**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**(2,872,265)**	**19,029,280**	**(21,901,545)**	

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND - SORTED BY FUNCTION CODE
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED JANUARY 31, 2009

	ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT	PRIOR YTD PERCENT
REVENUES					
5700 LOCAL					
PROPERTY TAXES	35,068,240	27,874,034	7,194,206	79.49%	66.50%
INVESTMENT INCOME	1,000,000	213,181	786,819	21.32%	35.28%
OTHER LOCAL INCOME	906,451	552,594	353,857	60.96%	34.36%
5800 STATE					
STATE FUNDING	18,902,778	15,303,597	3,599,181	80.96%	82.36%
5900 FEDERAL					
FEDERAL PROJECTS	360,000	125,406	234,594	34.83%	25.31%
TOTAL REVENUES	**56,237,469**	**44,068,812**	**12,168,657**	**78.36%**	**69.57%**
EXPENDITURES					
11 INSTRUCTION	33,272,390	13,698,166	19,574,223	41.17%	39.35%
12 INSTRUCTIONAL RESOURCES & MEDIA	996,568	438,051	558,516	43.96%	41.61%
13 CURRICULUM & STAFF DEVELOPMENT	998,768	388,824	609,944	38.93%	38.31%
21 INSTRUCTIONAL LEADERSHIP	544,999	274,823	270,176	50.43%	40.16%
23 SCHOOL LEADERSHIP	3,677,065	1,557,340	2,119,725	42.35%	41.20%
31 GUIDANCE/COUNSELING	2,234,811	1,007,873	1,226,938	45.10%	40.56%
33 HEALTH SERVICES	388,263	159,112	229,151	40.98%	39.70%
34 TRANSPORTATION	3,498,485	1,575,955	1,922,530	45.05%	51.94%
35 FOOD SERVICE	0	0	0	#DIV/0!	
36 CO-CURRICULAR/EXTRACURRICULAR	1,857,550	799,175	1,058,375	43.02%	41.96%
41 GENERAL ADMINISTRATION	2,177,512	826,632	1,350,880	37.96%	37.12%
51 PLANT MAINTENANCE	6,483,433	3,182,864	3,300,569	49.09%	39.41%
52 SECURITY & MONITORING SERVICES	380,774	182,589	198,185	47.95%	32.35%
53 DATA PROCESSING	1,002,784	430,655	572,129	42.95%	42.39%
61 COMMUNITY EDUCATION	175,116	77,027	98,089	43.99%	48.76%
71 DEBT SERVICE	0	0	0	#DIV/0!	%
81 FACILITIES CONSTRUCTION & ACQUISITION	695,576	260,872	434,704	37.50%	96.62%
93 PAYMENTS TO FISCAL AGENT					
99 OTHER INTER GOV CHARGES	725,640	179,572	546,068	24.75%	0.00%
TOTAL EXPENDITURES	**59,109,734**	**25,039,531**	**34,070,202**	**42.36%**	**46.54%**
OTHER SOURCES (USES)	0	0	0	0.00%	0.00%
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	**(2,872,265)**	**19,029,280**	**(21,901,545)**		

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: March 9, 2009
For: Information

TO: Mr. William Harris, Superintendent

FROM: Sharay Boynton
DATE: March 3, 2009
RE: 2009-2010 Budget Assumptions - Amended

SUMMARY:

I have attached the budget assumptions, as amended by the Board at the 2/09/09 meeting that we will be using as we develop the budget for the 2009-2010 school year.

Should you need additional information, please let me know.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Assumptions Guiding the Development of the General Fund Budget
2009-2010 Fiscal Year

Fiscal Year
The fiscal year will run from September 1, 2009 to August 31, 2010.

Fund Balance

The general operating undesignated fund balance is projected to decrease for the current fiscal year 2008-2009 due to an adopted deficit budget. Even with the anticipated decrease, the District's fund balance is still sufficient for good financial operations.

Administration will make recommendations trying to manage the undesignated fund balance for district needs over the next few years so as to maintain the balance at the recommended level.

Revenue

The **taxable value** of property is projected to increase. An increase of 6% will be used for calculating tax and state revenue. Current State funding process does not rely as heavily on taxable value as it has in the past. Further, due to GISD's Chapter 41 status, property value increase reduces State revenue.

The maintenance and operations **tax rate** is at the State maximum rate allowed without an election.

Tax collection ratios will be **99 percent**, based on past history and current economic conditions.

Student growth of **0%** will be used for state revenue calculations.

GISD will continue to receive **state funding** due to Hold Harmless funding. GISD is anticipating a recapture payment of approximately $4,500,000 to the State for 2008-09. If the student ADA grows higher than anticipated, the recapture amount will not be fully recognized. GISD has one of the highest Target Revenues in the State at $5,824.

Legislative year will cause some concern until school finance decisions are made, usually late in the session. Discussion of returning to formula based funding. Not sure how that would affect GISD.

Additional sources of funding will continue to be pursued.

Expenditures

A **weighted per pupil allocation** will be calculated for each school based on projected enrollment by grade. Funding considerations have been forwarded to the Superintendent for inclusion in the 2009-2010 budget.

Central Office and Department budgets will be developed on a **modified zero-based methodology** with an allocation similar to 2008-09 adjusted for new funding approved during budget process.

Needs above allocations will be presented by Budget Mangers for consideration by the DBRC for inclusion in the budget.

Long range facility needs will be reviewed and incorporated into budget process.

Continued emphasis on **function 11 expenditures** will be made in building the budget so that GISD will be in line with the state average for these expenditures and Targeted Expenditures as well as the requirements related the FIRST rating.

Salaries & Benefits

GISD teacher salary rankings with area districts will continue to be reviewed and funds will be allocated as available for increases in related pay schedules to be more in line with the area averages. Strive to have the teacher salaries in the top quartile of the market reviewed. Consider per cent pay raise to all personnel.

High need teaching positions will be reviewed for possible stipends or signing bonuses. DAC Salary Committee will review and will have a recommendation for Superintendent.

Continued emphasis on increasing the number of teachers with advanced degrees in subject areas will be made when developing salary schedules and recruiting of new staff.

Salary schedules for other district employees will continue to be reviewed to be in line with market rankings for like type jobs and adjusted to reflect related market changes and changes to teacher salary schedules. Emphasis will be on campus level personnel when developing these salary schedules and related mid-point increases.

DAC Salary committee will continue play an instrumental part in the development of GISD salary schedules and benefits.

District Committee for Salary Exceptions will be created and will play an instrumental part in the assignment of salaries outside of the district wide process. Members will include a Principal from each level and a Director from curriculum and support operations.

District Insurance contribution will be maintained at the $350/month.

Long-Range Planning

Three-year projections will be maintained to analyze the effects of fiscal year 2009-2010 revenue and expenditure decisions.

Ongoing Financial Management

The budget process will be structured to **identify programs and activities that can be reduced or eliminated** with little or no impact on operations or teaching and learning.

Added by Board 2/9/09

New Positions will not be added until Board approves Budget

Total Compensation Package will be presented during presentation of proposed salary schedules.

Salary Schedules will not be approved prior to presentation of full budget.

Present cost of a **Mounted Projector, document camera and smart board** in every District classroom during budget process.

Provide cost of a **meaningful tuition reimbursement program** for teachers in their content area.

Stipend analysis between current system of stipend plus extra days and stipends only.

OFFICE OF CURRICULUM & INSTRUCTION

For:	**Board of Trustees**
Date:	**March 9, 2009**
Action:	**Information**

To:	**Mr. William Harris, Superintendent**	**From:**	**Jan Van Dorn**
		Date:	**February 26, 2009**
		RE:	**ASAP**

SUMMARY:
Each year the Board of Trustees is presented with an update on the Absent Students Assistance Program (ASAP.) This program is collaboration between Granbury Independent School District and the Hood County Constable's Office, Pct 4.

Attached you will find comparisons of the number of truancies filed for years 2006-2009 as well as information detailing the number of truancies filed per campus. Our ASAP officer, Matthew Hatfield, as well as Constable Chad Jordan, are available for questions.

RECOMMENDATION: Information Item Only

Respectfully submitted,

Jan Van Dorn

Jan Van Dorn
Assistant Superintendent

Staff Persons Responsible: Jan Van Dorn

A.S.A.P.



Absent Students Assistance Program

Hood County Constable's Office Pct. 4
Constable Chad Jordan
Chief Deputy Roger Hill
Deputy Matthew Hatfield

Comparison
School years 2006-2009
August to January

School Year	05-06	06-07	07-08	08-09
Truancies-	76	153	231	233
Parent Contributing-	89	17	50	38
Total Cases-	165	170	281	271

Comparison
School years 2006-2009 August to January

- **Number Of Hours Spent At Granbury ISD Schools**

School Year	**05-06**	**06-07**	**07-08**	**08-09**
	25	35	201	137

Elementary School Cases

•Acton	15	1	0	1
•Baccus	5	4	11	7
•Roberson	0	0	0	2
•Mambrino	3	7	13	9

Intermediate School Cases

	05-06	06-07	07-08	08-09
•Brawner	0	1	6	1
•Oakwoods	2	0	3	4

Middle School Cases

	05-06	06-07	07-08	08-09
•Acton	6	6	7	4
•Granbury	55	15	0	8

Alternative School Cases

	05-06	06-07	07-08	08-09
•BTC	3	1	4	2
•Stars	1	6	8	6

High School Cases

	05-06	06-07	07-08	08-09
•CNGC	1	10	6	8
•High School	74	119	223	218

Home Visits

05-06	06-07	07-08	08-09
12	20	41	29



1827 cases have been filed since the program was started in 2005



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