Regular

Monday, September 19, 2011 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
         a. Reassignments:
            1. Diane Fullerton from GMS Principal to Crossland Principal
         b. Principal Appointment
            1. Holly Campbell from GMS Assistant Principal to GMS Principal
         c. Assistant Principal Appointment
            1. Margaret Flores to GMS Assistant Principal
      2. Consider proposed termination of high school teacher's term contract
   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. **Achievement Spotlight**
7. **Public comments/audience participation**
8. **Discussion/Action**
   a. Consider Consent Agenda Items
      1. Minutes of the 8-29-11 Regular Meeting
      2. Consider Grease Trap Services 2011-30
   b. Consider Selection of Parker County Appraisal District Directors
   c. Consider Selection of Hood County Appraisal District Directors
   d. Consider Approval of Changes to Policy EIA(LOCAL)
   e. Consider Deletion of Board Policy EIAB(LOCAL)
   f. Consider Guidelines for Concussions
9. **Discussion/Information**
   a. Technology Purchases
   b. Video Production - Promoting GISD
10. **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
          a. Principal Appointment
             b. Diane Fullerton from GMS Principal to Crossland Principal
          c. Reassignments:
             1. Holly Campbell from GMS Assistant Principal to GMS Principal
          d. Assistant Principal Appointment
             1. Margaret Flores to GMS Assistant Principal
       2. Consider proposed termination of high school teacher's term contract
    b. Chapter 551.072 - Purchase, exchange, lease or value of real property
11. **Reconvene in open session**
12. **Consider action on items discussed in closed session**
    a. Consider staff appointments
    b. Consider proposed termination of high school teacher's term contract
    c. Consider purchase, exchange, lease or value of real property

13. **Adjourn**

GRANBURY ISD
BOARD OF TRUSTEES
OFFICIAL REGULAR MEETING
MINUTES
August 29, 2011

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, August 29, 2011, at 5:00 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas.

Presiding Officer ..... Charlie Cloud, President

Board Members Present

Nancy Alana
Barbara Herrington
Mark Jackson
Micky Shearon
B. J. Wallace
Don Walton

Board Members Absent

None

School Officials Present

Ron Mayfield, Superintendent
Carol Howard, Assistant Superintendent
Sharay Boynton, Executive Director of Finance
Tom Howard, Director of Human Resources
Amy Wood, Technology Director
Jeff Meador, Public Information Officer
Carola Bradley, Recording Secretary

Others Present

School Employees
Media
Community Members

Meeting Called to Order

Charlie Cloud, President, called the meeting to order at 5:00 p.m. and noted that a quorum of board members was present, the meeting was duly 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 at 5:02 p.m. under the Texas Open Meeting Act, Chapter 551.072 – purchase, exchange, lease or value of real property and 551.074 – personnel.

Recess

Board returned from closed session and recessed at 5:54 p.m.

Reconvened

The Board reconvened in open session at 6:00 p.m.

Opening Comments/Invocation/

Ron Mayfield led the invocation

Pledge - U.S. Flag and Texas Flag

MCJROTC led the pledges.

Achievement Spotlight

Ashley Kirkpatrick, ag teacher, recognized Kylie Hayworth and Alicia Gonzales for passing the Veterinarian Technician exam.

Ag teachers Ashley Kirkpatrick, Nate Newman and Trey Keys recognized Ashlyn Hill, Cyndi Jackson and Courtney Overstreet for receiving the FFA Lone Star Degree.

Jeremy Ross, GHS Principal, introduced the 2011-2012 GHS Pirate Drum Majors, Ian Bird, Emily Hiler and Phoebe Wallace.

Jeremy Ross, GHS Principal, recognized Gregg Doss as the Granbury Civic Artistic Director.

Recess

Board President Charlie Cloud called a recess of the regular meeting to hold the Public meeting to discuss the budget and proposed tax rate at 6:15 p.m.

Public Meeting to Discuss Budget and Proposed Tax Rate

Sharay Boynton, Executive Director of Finance, gave a report of the proposed budget and recommended tax rate for 2011-2012. Mrs. Boynton answered questions from the audience.

Reconvened

Board President, Charlie Cloud resumed the regular meeting at 6:40 p.m.

Public comments/audience participation

None

Consent Agenda Items

A motion was made by Micky Shearon and seconded by Nancy Alana to approve consent agenda items as presented: 1. Minutes of the July 25, 2011 regular meeting; 2. budget amendments; 3. renewal of custom label bottled water CSP 2011-01; 4. Pest management; 5. Waste management services CSP 2011-29; 6. Automotive & truck OEM parts and repair services CSP 2011-22; 7. Xerox lease continuations; 8. renewal of accelerated reader materials and services CSP 209-34; 9. Continued participation in TASB unemployment program; 10. approval of a resolution for the Granbury ISD Education Foundation. **MOTION CARRIED**: Yes 7 – Noe 0.

Consider Adoption of 2011-12 General Operations, Food Service and Debt Service Budgets

A motion was made by Barbara Herrington and seconded by Mark Jackson to approve the 2011-12 general operations, food service and debt service budgets as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider 2011 Tax Rate

A motion was made by Micky Shearon and seconded by Don Walton to approve the 2011 tax rate as presented - $1.04 M&O and $.11 debt tax. Mark Jackson read the resolution. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Technology Purchases

A motion was made by Don Walton and seconded by Mark Jackson to approve technology purchases as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Software Renewals

Amy Wood, Director of Technology, requested CTE software Kaduceus be added to the list. A motion was made by Barbara Herrington and seconded by Don Walton to approve software renewals as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Commonly Requested Technology Items

A motion was made by Mark Jackson and seconded by Mick Shearon to approve requested technology items as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider the Agreement for Purchase of Attendance Credits with the Texas Education Agency for the 2011-12 School Year

A motion was made by Mark Jackson and seconded by Micky Shearon to approve the agreement for purchase of attendance credit with the Texas Education Agency for the 2011-12 school year as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider the Definition of Hazardous Conditions for Granbury ISD Transportation

A motion was made by Micky Shearon and seconded by Don Walton to approve the definition of hazardous conditions for Granbury ISD transportation as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Approval of the Employee Handbook

A motion was made by Mark Jackson and seconded by Micky Shearon to approve the employee handbook with the correction of dates and spelling. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Compensation Plan

A motion was made by Barbara Herrington and seconded by Nancy Alana to approve the compensation plan as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Long-term Substitute Pay

A motion was made by Micky Shearon and seconded by Nancy Alana to approve the long-term substitute pay as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Adult Meal Price Increase for Cafeteria for 2011-2012

A motion was made by Mark Jackson and seconded by Don Walton to approve the adult meal increase for cafeteria meals for 2011-2012. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Approval of Board Policies EIA(LOCAL), EIC(LOCAL) and EIE(LOCAL)

A motion was made by Don Walton and seconded by Barbara Herrington to approve Board policies EIA(LOCAL) and EIC(LOCAL) as presented. **MOTION CARRIED**: Yes 7 – Noe 0 Mark Jackson read the resolution for policy EIE(LOCAL) to suspend for the 2011-2012 school year only the portions that require students in grades 5 and 8 to meet the passing standards on the applicable state-mandated assessment instruments for those grade levels to be promoted to the next grade. A motion was made by Micky Shearon and seconded by Barbara Herrington to approve resolution as read. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Purchase of Robots

A motion was made by Don Walton and seconded by Micky Shearon to approve $9000.00 for the purchase of Robots. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Alcohol & Drug Testing Administrative Services – Student Testing CSP 2011-13

A motion was made by Mark Jackson and seconded by Don Walton to approve Option 3 for the alcohol & drug testing administrative services – student testing CSP2011-13 as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Approval of Fire Suppression for Technology Department

A motion was made by Barbara Herrington and seconded by Don Walton to approve fire suppression for the technology department as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Purchase of Generator for Technology

A motion was made by Nancy Alana and seconded by Barbara Herrington to approve the purchase of a generator for technology not to exceed $150,000. MOTION CARRIED: Yes 6 – Noe 1 Mark Jackson voted no.

Consider Approval of Choir Trip

A motion was made by Barbara Herrington and seconded by Don Walton to approve the choir trip to Italy as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Delegate Appointment for TASB Delegate Assembly

A nomination was made by Micky Shearon and seconded by Mark Jackson to appoint Barbara Herrington as the TASB delegate from the Granbury ISD Board. Don Walton will be the alternate. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Foreign Exchange Student Waiver

A motion was made by Mark Jackson and seconded by Don Walton to approve the foreign exchange waiver as presented limiting the number to 6. **MOTION CARRIED**: Yes 7 – Noe 0

Consider Memorandum of Understanding for Adult Education Services

A motion was made by B. J. Wallace and seconded by Don Walton to approve the Memorandum of Understanding for adult education services as presented. **MOTION CARRIED**: Yes 7 – Noe 0

Reports

Financial Statements for June 30, 2011

Sharay Boynton, Executive Director of Finance, presented the Board with the June financial statements.

Financial Statements as of July 31, 2011

Sharay Boynton, Executive Director of Finance, presented the Board with the July financial statements.

Special Education Budget (Federal and Local)

A report from Chuck Schreiber, Director of Special Education, was given to the Board.

Federal Programs Budget

A report from Sharon Williams, Director of Curriculum and Instruction, was given to the Board.

Safety and Security Audit of District Facilities

A report from Randy Leach , Director of Facilities and Maintenance, was given to the Board.

Transportation Audits

A report from Terry Slemmons, Director of Transportation was given to the Baord.

Accountability District Focus

Carol Howard, Assistant Superintendent, presented the Board with a report on district accountability focus.

Enrollment

Ron Mayfield, Superintendent, gave the Board enrollment figures for the start of school.

Action on Items Discussed in Closed Session

- **Staff Appointments**

A motion was made by Micky Shearon and seconded by Mark Jackson to approve staff appointments as presented. Laurie Holt, nurse LVN Emma Roberson Elementary; Kimberly Jones, nurse RN Oak Woods School; Elizabeth Perchard, nurse RN Mambrino; Christy Pieren EMT teacher, Granbury high School **MOTION CARRIED**: Yes 7 – Noe 0

- **Consider Request for Catastrophic Leave**

A motion was made by Nancy Alana and seconded by Barbara Herrington to approve the one catastrophic leave request as presented. **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 8:44 p.m.

_____ _____

Charlie Cloud, Board President Mark Jackson, Board Secretary

OFFICE OF THE ASSISTANT SUPERINTENDENT

For:	**Board of Trustees**
Date:	
Action:	

To:	**Mr. Ron Mayfield, Superintendent**	**From:**	**Carol Howard**
		Date:	**September 12, 2011**
		RE:	**STAAR/EOC Policy**

SUMMARY: TASB sent a revision to the EIA (Local) on August 31, 2011 after meeting with the TEA attorneys. The new interpretation was that the district must count the 15% toward the final grade and if the EOC assessment lowers the student's grade to failing, then credit may not be given for the course. Through the TASB worksheet, the staff determined that the following policy would be of most benefit and least harm to GISD students.

(GISD most likely will have another piece of the policy to address in the near future with regard to the score conversion for the STAAR/EOC in the calculation of the 15% toward the course grade. However, we are following the advice of TASB to change policy after each interpretation of the regulations.)

1) **If a student retakes an EOC assessment, the District will include the retake score as 15% of the final course grade ONLY if the retake score allows a student to gain credit for the course.**
2) **Retakes will be allowed at an unlimited amount for an unlimited time period with the highest score used, however subsequent retakes will not be included in calculation of the final course grade after the student has gained credit for the course.**
3) **A student's ARD committee shall determine the type of assessment to be administered and how the EOC assessment shall be used for final course grades, credit decisions and graduation requirements.**

RECOMMENDATION: I recommend GISD adopts the TASB recommended changes to EIA (Local) for credit/grading.

Respectfully submitted,

Carol Howard

Carol Howard
Assistant Superintendent

Staff Persons Responsible:

PROPOSED REVISIONS

RELATION TO ESSENTIAL KNOWLEDGE AND SKILLS

The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses.

Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that the student's performance indicates the level of mastery of the designated District objectives. ~~The student's mastery level shall be a major factor in determining the grade for a subject or course.~~

GUIDELINES FOR GRADING

The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents.

In accordance with grading guidelines, a student may be permitted a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade, at the discretion of the classroom teacher and based on his or her grading standards that have been reviewed and authorized by the principal and communicated to students and parents at the beginning of the semester or school year.

END-OF-COURSE ASSESSMENTS

When required by state law, a student's score on the initial end-of-course (EOC) assessment shall count for 15 percent of the student's final grade for the course as reported on the student's transcript.

RETAKES

If a student retakes an EOC assessment, the District will include the retake score as 15 percent of the final course grade only if the retake score allows a student to gain credit for the course. After a student earns credit for the course, subsequent retakes will not be included in the calculation of the final course grade.

SPECIAL EDUCATION

A student's ARD committee shall determine the type of assessment to be administered and how the score on an EOC assessment shall be used for final course grades, credit decisions, and graduation requirements.

GRADING

Calculation of grades with EOC assessment scores shall be in accordance with the District's grading guidelines.

[See EIC for class rank provisions addressing end-of-course assessments. See EKB for further information regarding EOC assessments.]

PROGRESS REPORTING

Grade reports shall be issued every six weeks on a form approved by the Superintendent or designee. Performance shall be measured in accordance with this policy and the standards established in EIE.

INTERIM REPORTS

Interim progress reports may be issued at the teacher's discretion; however, notice of a student's consistent unsatisfactory performance shall be issued in accordance with law.

CONFERENCES

In addition to conferences scheduled on the campus calendar, conferences may be requested by a teacher or parent as needed.

ACADEMIC DISHONESTY

Students found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.

Athletics

For:	**Board of Trustees**
Date:	**9-19-11**
Action:	**Approval**

To:	**Mr. Ron Mayfield, Superintendent**	**From:**	**Dwight Butler**
		Date:	**9-14-11**
		RE:	**Concussion Management**

SUMMARY:
The following pages are the Granbury ISD 2011-2012 Concussion Management Guide which was developed for all the student athletes in Granbury ISD to execute the House Bill 2038 requirements. The concussion management guidelines will be implemented immediately after GISD School Board approval.

The GISD Concussion Oversight Team (COT) consists of the following:
Cody Hartshorn, MD
Connie Rhodes, ATC, LAT, MEd
Andy Rankin, ATC, LAT

Pages 1 -3 will be sent home with every GISD student athlete grades 7^{th} – 12^{th} to serve as basic information to inform all GISD student athletes and parent/guardians of the dangers associated with concussions and the new guidelines with regards to the return to play protocol. Page 3 is the GISD Concussion Management Parent/Guardian Consent form, to be signed by the parent/guardian and student athlete.

Pages 4-8 will be used once the GISD Athletic Trainer has determined a GISD student athlete has a concussion.

Pages 4-5 will serve as a guide for the parent(s)/guardian(s). Page 4 will be reviewed and discussed with the parent(s)/guardian(s) by the GISD Athletic Trainer. Page 5 consists of the return to play protocol.

Page 6-7 will serve as the post concussion management guide for licensed physician, nurse practitioner or physician's assistant. Page 6 is the GISD concussion release form which will be completed by the licensed physician, nurse practitioner or physician's assistant of the parent(s)/guardian(s) choice. Page 7 consists of the return to play protocol.

Page 8 is the concussion return to play consent, which consists of a sign off form for the GISD Athletic Trainer, the parent/guardian and the student athlete, which will be completed once the student athlete has completed the return to play protocol and has been cleared by the appropriate health care professionals.

Respectfully submitted,

Dwight Butler
Director of Athletics

Granbury ISD Concussion Management

Introduction:

Medical management of sports-related concussion is evolving. Recently there has been a significant amount of research focused on the sports-related concussion in youth student athletes and subsequently management standards are evolving. The Centers for Disease Control (CDC) estimates that there are approximately 300,000 cases of mild traumatic brain injury (MTBI) or concussions annually in the United States as the result of participation in sports. The Sports Concussion Institute estimates that 10 percent of student athletes in contact sports suffer a concussion during a season. Also of concern is the risk of repeated concussions and second impact syndrome to our young student athletes. These two problems can have long lasting, and even terminal effects, on the individual. Granbury ISD has established this document to provide education about concussions for the athletic department staff, other school personnel, parent(s)/guardian(s) and student athletes of GISD. The goal is to ensure that the concussed student athletes are identified, treated and referred appropriately, as well as receive appropriate follow-up medical care as it pertains to the return to athletics.

Background:

The Granbury ISD Sports Medicine Program has developed and implemented the following concussion management guidelines for the student athletes in Granbury ISD. This comprehensive guideline is consistent with current standards of care and appropriate medical practices for the student athlete who suffers a concussion in sports. Developed and implemented by the Concussion Oversight Team (COT) listed below, the following guidelines are designed to facilitate proper management of all head injuries and establish a return to play protocol based on peer reviewed scientific evidence under the direction of a medical doctor. These guidelines are intended to serve as a written protocol. The COT is committed to utilizing current standards and methods in its approach to concussion management to include: Sport Concussion Assessment Tool 2 (SCAT2) assessment tool and a progressive return to play protocol.

Concussion Oversight Team Members:

Cody Hartshorn, MD
Connie Rhodes, ATC, LAT, MEd
Andy Rankin, ATC, LAT

CONCUSSION GUIDELINES AND CONSENT

What is a concussion?

A concussion is defined as a complex pathophysiological process affecting the brain, induced by traumatic biomechanical forces or impact to the head or body, which may:

(A) Include temporary or prolonged altered brain function resulting in physical, cognitive or emotional symptoms or altered sleep patterns; and
(B) Involve loss of consciousness.

A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow or jolt to the head that can change the way your brain normally works. Concussions can also occur from a blow to the body that causes the head to move rapidly back and forth. Even a “ding”, “getting your bell rung” or what seems to be mild bump or blow to the head can be serious.

What are the symptoms?

Signs and symptoms of a concussion are typically noticed immediately after the injury, but some might not be recognized until days after the injury. Symptoms include, but are not limited to: headache, dizziness, amnesia, nausea or vomiting, fatigue, confusion, ringing in the ears, mood changes, depression, changes in vision (blurred, fuzzy, double), sensitivity to light or noise, poor attention or concentration, change in sleeping patterns and aggression. The individual may or may not lose consciousness.

References: http://www.uiltexas.org, http://www.nfhs.org, http://cdc.org, McCrory, Paul, et al. Summary & Agreement Statement of the 2nd International Conference on Concussion in Sport, Prague 2004; Clinical Journal of Sports Medicine, DeSoto ISD, Mansfield ISD, Mesquite ISD

What should I do if a concussion is suspected?

Student athletes who may have suffered a concussion should be removed from the athletic practice or competition immediately. The student athlete should be evaluated by the Licensed Athletic Trainer(s) of Granbury ISD as well as a Licensed Physician, Nurse Practitioner or Physicians Assistant. Student athletes suspected of a concussion should not be allowed to return to play until appropriate medical clearance and return to play guidelines have been followed. The permission for return to play will come from the appropriate health care professionals. You should also inform your child's GISD Coach(es), and/or Athletic Trainer(s), if you think that your child may have a concussion. When in doubt, the student athlete sits out.

What if my child keeps playing with a concussion?

Student athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young student athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the student athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage student athletes will often under report symptoms of injuries and concussions are no different. As a result, education of coaches, parent(s)/guardian(s) and student athletes is the key for the student athlete's safety.

GRANBURY ISD CONCUSSION MANAGEMENT PLAN

The cornerstone of concussion management is physical AND cognitive rest until symptoms resolve and then a graded exertional protocol prior to medical clearance and return to play. During this period of recovery, while symptomatically following an injury, it is important to emphasize to the student athlete that physical and cognitive rest is required. Activities that require concentration and attention (i.e. scholastic work, videogames, text messaging, television, computers, etc.) may exacerbate symptoms and possibly delay recovery. In such cases, the Granbury ISD Athletic Trainer(s) will work in conjunction with the student athlete, teacher and parent(s)/guardian(s) to ensure appropriate accommodations according to physician recommendations and observations.

In the event a student athlete is suspected of a concussion the student athlete will be:

1. Removed from athletic participation immediately. (No student athlete can return to play the same day of injury). A witnessed loss of consciousness will result in an immediate transport to the emergency room.
2. Evaluated by a Granbury ISD Athletic Trainer using the SCAT 2 form under the direction of a Licensed Physician. The GISD Athletic Trainer will provide the parent/guardian with written and verbal home and follow up care instructions.
3. Evaluated by a Licensed Physician, Nurse Practitioner or Physicians Assistant of parent/guardian's choice.
4. Progressed through return to play protocol under the direction of a Licensed Physician.
5. Released to participation with written clearance from the Physician, Athletic Trainer and Parent/Guardian.

GRADUATED RETURN TO PLAY PROTOCOL

Return to play protocol following a concussion follows a stepwise process as outlined herein. The student athlete shall be symptom free for 72 hours (3 days) and must be without any headache medications prior to initiating the return to play progression. He/she must also have received written clearance from a Licensed Physician, Nurse Practitioner or Physician's Assistant and submit the required documentation to the Granbury ISD Athletic Trainer(s) following the concussion injury. With this stepwise progression, the student athlete should proceed to the next level only if asymptomatic at the current level. Generally, each step (2-6) should take 24 hours. Once the student athlete is asymptomatic at rest and with provocative exercise, this protocol allows the student athlete to proceed through the full rehabilitation program in approximately one week (7 days). If any post-concussion symptoms occur while in the stepwise program, then the student athlete will drop back to the previous asymptomatic level after an additional 24-hour asymptomatic period of rest has passed. This protocol has been designed to ensure that the student athlete is fully healed before returning to play, thus a minimum of 7 symptom free days must pass prior to return to participation.

References: http://www.uiltexas.org, http://www.nfhs.org, http://cdc.org, McCrory, Paul, et al. Summary & Agreement Statement of the 2nd International Conference on Concussion in Sport, Prague 2004; Clinical Journal of Sports Medicine, DeSoto ISD, Mansfield ISD, Mesquite ISD **September 2011**

Granbury ISD Concussion Management Parent/Guardian Consent

Student athlete's name (Print): _____ Grade 2011-2012: _____

I, _____ , as a parent/guardian of the above named student athlete acknowledge that I have received the Granbury ISD Concussion Management information and understand its contents to the best of my ability.

I understand that for a concussion to be properly managed, it is imperative that the student athlete and parent/guardian be honest and report any and all symptoms to the GISD Athletic Trainer(s) or GISD coach.

I recognize that Granbury ISD is providing me with this basic information to inform all GISD student athletes and parent/guardians of the dangers associated with concussions.

By signing this packet, I am assuming the responsibility as a student athlete and as a parent/guardian to report all signs and symptoms with regards to head injuries to the GISD Athletic Trainer(s) or GISD coach. Granbury ISD cannot provide the best and safest medical care if we are not informed.

I understand that if I have any questions about the information presented I can contact either of the GISD Athletic Trainers, Connie Rhodes (Office Phone Number 817-408-4655) or Andy Rankin (Office Phone Number 817-408-4645).

Parent/Guardian's Name (Print): _____

Parent/Guardian's Signature: _____

Relationship to student athlete: _____

Student Athlete's Name (Print): _____

Student Athlete's Signature: _____

Date: _____

This form must be signed and returned to the head coach of the sport in which your student athlete is participating in and will then be filed in the respective Granbury High School Athletic Training Room.

References: http://www.uiltexas.org, http://www.nfhs.org, http://cdc.org, McCrory, Paul, et al. Summary & Agreement Statement of the 2nd International Conference on Concussion in Sport, Prague 2004; Clinical Journal of Sports Medicine, DeSoto ISD, Mansfield ISD, Mesquite ISD **September 2011**

Home Instructions

_____ has sustained a concussion during _____ on _____ . **DO NOT BE ALONE for the next 24 hours.** To make sure he/she recovers please follow the following important recommendations:

1. Please review the following symptoms. If any of these problems develop, please go to the nearest hospital emergency room or call your family physician.
    a. Headache that increases in intensity
    b. Vomiting
    c. Change in alertness
    d. Visual disturbances (double, blurred or fuzzy)
    e. Bloody or water fluid from ears or nose
    f. Unequal or dilated pupils
    g. Slurred or garbled speech
    h. Hard to awaken or slow to respond
    i. Convulsions or seizures
    j. Weakness of facial muscles, arms or legs
    k. Persistent ringing of the ears
2. Things that are OK to do:
    a. Take acetaminophen (Tylenol) if needed
    b. Use ice packs on head or neck as needed for comfort
    c. Eat a light diet
    d. Go to sleep (rest is very important)
    e. No strenuous activity or sports
    f. Return to school
3. Things that should not be allowed:
    a. Eat spicy foods
    b. Watch TV or play videogames of any type (PSP, hand held games, etc.)
    c. Listen to iPod, talk on telephone, text messaging and playing games on cell phones
    d. Read
    e. Use a computer
    f. Bright lights
    g. Loud noise
    h. Drink alcohol
4. Things there is no need to do:
    a. Check eyes with a flashlight
    b. Wake up every hour
    c. Test reflexes
5. Have student athlete report to the athletic training room at _____ tomorrow morning for a follow-up exam.

Further recommendations:

Instructions provided to: _____ Relationship to student athlete: _____

Signature: _____

Instructions provided by: _____ Signature: _____

Date: _____ Time: _____

Andy Rankin, ATC, LAT
Office: 817-408-4645

Connie Rhodes, ATC, LAT, MEd
Office: 817-408-4655

References: http://www.uiltexas.org, http://www.nfhs.org, http://cdc.org, McCrory, Paul, et al. Summary & Agreement Statement of the 2nd International Conference on Concussion in Sport, Prague 2004; Clinical Journal of Sports Medicine, DeSoto ISD, Mansfield ISD, Mesquite ISD **September 2011**

POST CONCUSSION MANAGEMENT GUIDE

Physician Release

Any student athlete who is suspected of sustaining a concussion must be evaluated and released by a Licensed Physician, Nurse Practitioner or Physician's Assistant. Student athletes, who were initially referred to an emergency department, must be re-evaluated and released by a Licensed Physician, Nurse Practitioner or Physician's Assistant. The student athlete must also successfully complete the return to play protocol as defined by the Granbury ISD Concussion Oversight Team. In addition, the student athlete and parent/guardian will be required to sign a return to play authorization form.

Concussion Management

The cornerstone of concussion management is physical AND cognitive rest until symptoms resolve and then a graded program of exertion prior to medical clearance and return to play. During this period of recovery, while symptomatically following an injury, it is important to emphasize to the student athlete that physical and cognitive rest is required. **If you notice any changes in behavior, vomiting, dizziness, worsening headache, change in vision or excessive drowsiness, please telephone the GISD Athletic Trainer(s) and transport to the nearest hospital emergency department immediately.**

Graduated Return to Play Protocol

Return to play protocol following a concussion follows a stepwise process as outlined herein. The student athlete shall be symptom free for 72 hours (3 days) and must be without any headache medications prior to initiating the return to play progression. He/she must also have received written clearance from a Licensed Physician, Nurse Practitioner or Physician's Assistant and submit the required documentation to the Granbury ISD Athletic Trainer(s) following the concussion injury. With this stepwise progression, the student athlete should proceed to the next level only if asymptomatic at the current level. Generally, each step (2-6) should take 24 hours. Once the student athlete is asymptomatic at rest and with provocative exercise, this protocol allows the student athlete to proceed through the full rehabilitation program in approximately one week (7 days). If any post-concussion symptoms occur while in the stepwise program, then the student athlete will drop back to the previous asymptomatic level after an additional 24-hour asymptomatic period of rest has passed. This protocol has been designed to ensure that the student athlete is fully healed before returning to play, thus a minimum of 7 symptom free days must pass prior to return to participation.

Rehabilitation Stage	Functional Exercise at Each Stage of Rehabilitation	Objective of Each Stage
1. No activity until 72 hours (3 days) symptom free	Complete physical and cognitive rest	Recovery
2. Light aerobic exercise	Walking, swimming or stationary cycling keeping intensity, 70% MPHR, no resistance training	Increase Heart Rate
3. Sport-specific exercise	Running drills in football, basketball, volleyball, tennis, soccer, track, cross country, softball, baseball, no head impact activities	Add movement
4. Non-contact training drills	Progression to more complex training drills, i.e. passing drills in football, volleyball, basketball, soccer may start progressive resistance training and weight lifting	Exercise, coordination and cognitive load
5. Full contact practice	Participate in normal training activities	Restore confidence and assess functional skills by coaching staff
6. Return to play	Following medical clearance, normal game play	

Subsequent concussion

Any subsequent concussion requires further medical evaluation, which may include a physical examination prior to return to participation. Written clearance from a physician is required as outlined in TEC Section 38.157 before any participation in UIL practices, games or matches.

References: http://www.uiltexas.org, http://www.nfhs.org, http://cdc.org, McCrory, Paul, et al. Summary & Agreement Statement of the 2nd International Conference on Concussion in Sport, Prague 2004; Clinical Journal of Sports Medicine, DeSoto ISD, Mansfield ISD, Mesquite ISD **September 2011**

Granbury ISD Concussion Release Form

Please return this completed form to the GISD Athletic Trainer

Name: _____

Sport: _____

Doctor: _____

Address: _____

Date of appointment: _____

History of the concussion

Date of concussion: _____

Date of last symptoms (if applicable): _____

Date of prior concussion(s) (if applicable): _____

Licensed Physician/Nurse Practitioner/Physician's Assistant Advisory Report

I have reviewed the Granbury ISD concussion management return to play protocol on the reverse side of this form and advise that the above patient is allowed to begin the progression phase of the Granbury ISD concussion protocol step 1 on the following date or once the following requirements have been fulfilled: _____ . In my professional judgment, I feel that it is safe for the student athlete to return to practice and competition after successfully completing the protocol requirements.

Licensed Physician/Nurse Practitioner/Physician's Assistant Name: _____

Address: _____

Phone Number: _____

Licensed Physician/Nurse Practitioner/Physician's Assistant Signature: _____

Please direct all correspondence and questions to the GISD Sports Medicine Program at Granbury High School located at 2000 West Pearl or at the following phone numbers:

Andy Rankin, ATC, LAT
Office: 817-408-4645
Fax: 817-408-4680

Connie Rhodes, ATC, LAT, MEd
Office: 817-408-4655
Fax: 817-408-4682

The Health Insurance Portability and Accounting Act of 1996 (HIPPA) allows the disclosure of information from treating physicians. This authorization permits the athletic trainers and team physician(s) of the Granbury ISD to obtain and disclose information concerning my medical status, medical condition, injuries, prognosis, diagnosis and related personal identifiable health information to the authorized parties listed above. This information includes injuries or illnesses relevant to past, present, or future participation in athletics. I understand that I may revoke this authorization at any time by providing written notification to the GISD Athletic Trainer(s).

Signature of parent/guardian: _____ Date: _____

References: http://www.uiltexas.org, http://www.nfhs.org, http://cdc.org, McCrory, Paul, et al. Summary & Agreement Statement of the 2nd International Conference on Concussion in Sport, Prague 2004; Clinical Journal of Sports Medicine, DeSoto ISD, Mansfield ISD, Mesquite ISD **September 2011**

POST CONCUSSION MANAGEMENT GUIDE FOR LICENSED PHYSICIAN, NURSE PRACTITIONER OR PHYSICIAN'S ASSISTANT

Physician Release

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Concussion Management

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Any subsequent concussion requires further medical evaluation, which may include a physical examination prior to return to participation. Written clearance from a physician is required as outlined in TEC Section 38.157 before any participation in UIL practices, games or matches.

References: http://www.uiltexas.org, http://www.nfhs.org, http://cdc.org, McCrory, Paul, et al. Summary & Agreement Statement of the 2nd International Conference on Concussion in Sport, Prague 2004; Clinical Journal of Sports Medicine, DeSoto ISD, Mansfield ISD, Mesquite ISD **September 2011**

Concussion Return to Play Consent

Granbury ISD Athletic Trainer verifies:

- ☐ The student athlete has been evaluated by a treating physician selected by the student athlete, their parent/guardian or other person with legal authority to make medical decisions for the student athlete.
- ☐ The student athlete has completed the return to play protocol established by the Granbury ISD Concussion Oversight Team.
- ☐ The GISD Athletic Trainer(s) has received a written statement from the treating physician indicating, that in the physician's professional judgment, it is safe for the student athlete to return to play.

Granbury ISD Athletic Trainer Name (Please Print) _____ Granbury ISD Athletic Trainer Signature _____ Date _____

Acknowledgement

The student athlete listed below has completed the Granbury ISD return to play protocol after sustaining a concussion. By signing this form, I understand the dangers associated with returning to play prematurely following a concussion. I have been informed concerning and consent to the student athlete participating in returning to play in accordance with the return to play protocol established by the GISD Concussion Oversight Team. I agree that I have provided a signed release from the treating physician authorizing my child's return to play. Furthermore, I certify that my son/daughter has successfully completed the GISD return to play protocol and I give my permission for him/her to return to sports competition. In addition, I agree to comply with any ongoing requirements in this return to play protocol.

Information Disclosure

The Family Educational Right to Privacy Act of 1974 (FERPA) is a federal law that governs the release of a student athlete's educational records, including personal identifiable information (name, address, social security number, etc.) from those records. Medical information is considered a part of a student athlete's educational record.

Also, the Health Insurance Portability and Accounting Act of 1996 (HIPPA) allows the disclosure of information from treating physicians. This authorization permits the athletic trainers and team physician(s) of the Granbury ISD to obtain and disclose information concerning my medical status, medical condition, injuries, prognosis, diagnosis and related personal identifiable health information to the authorized parties listed above. This information includes injuries or illnesses relevant to past, present, or future participation in athletics. I understand that I may revoke this authorization at any time by providing written notification to the GISD Athletic Trainer(s).

Immunity Provision – Section 38.159

I do hereby agree to indemnify and save harmless the Granbury ISD and any school representative from any claim by any person whomsoever on account of such care and treatment of said student athlete. Furthermore, I, student athlete understand this policy does not:

1. waive any immunity from liability of a school district or open-enrollment charter school or of district of charter school officers or employees;
2. create any liability for a cause of action against a school district or open-enrollment charter school or against district or charter school officers or employees;
3. waiver any immunity from liability under Section 74.151, Civil Practice and Remedies Code;
4. create any liability for a member of a concussion oversight team arising from the injury or death of a student athlete participating in an interscholastic athletics practice or competition, based only on service on the concussion oversight team.

Student Athlete's Name (Print): _____ Date: _____

Parent/Guardian's Name (Print): _____

Parent/Guardian's Signature: _____

Student Athlete's Signature Student: _____ ID #: _____

References: http://www.uiltexas.org, http://www.nfhs.org, http://cdc.org, McCrory, Paul, et al. Summary & Agreement Statement of the 2nd International Conference on Concussion in Sport, Prague 2004; Clinical Journal of Sports Medicine, DeSoto ISD, Mansfield ISD, Mesquite ISD **September 2011**

GRANBURY ISD
TECHNOLOGY DEPARTMENT

TO: Mr. Ron Mayfield, Superintendent	**FROM**: Amy Wood **DATE**: September 9, 2011 **RE**: Technology Purchases through September 9, 2011

SUMMARY:

The following technology items were requested and purchased between August 30, 2011 and September 9, 2011. The items purchased were from the list of commonly requested technology items approved for purchase at the School Board Meeting on August 29, 2011.

Commonly Requested Technology Items Purchased:

3 – Document Cameras
2 – Printers
2 – iPads

Thank you for your support.

Respectfully submitted,



Amy Wood
Director of Technology

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**September 19, 2011**
Action:	**Discussion/Information**

To:	**Board of Trustees**	**From:**	**Ron Mayfield**
		Date:	**September 19, 2011**
		Re:	**Video Production – Promoting GISD**

SUMMARY:
The County and Chamber of Commerce are looking at an idea to hire a video productions firm to promote the county and businesses in Granbury and Hood County. We have an opportunity to have a segment for GISD prepared that would be on the County, Chamber and School District Websites.

I have seen a sample of their work and it is good.

The cost would be $5,995 or $5,495 if paid in full at the outset. It is my understanding this is a brief 60 second spot. The payment would cover two years. I'm sure it would need to be updated after two years.

We utilized funding last year for our booklets to promote GISD and I think they were well received. With our budget cutting in place, I could not bring myself to do that project again. $5,495 would be only $2,747 per year, which is really pretty good.

The sixty second slot is a very short time in which to tell a story about all of the good things happening in GISD.

Another possible option would be to have our video productions class work on a video around the district and have someone with a very good voice read through the script. I know we could put this on our website and perhaps the County, Chamber and Granbury Medical Center might put it on theirs as well. You may remember the CTE video they produced was very good.

This would be an effort to draw folks to Granbury from outside Hood County. I'm not familiar with this type of promotion.

RECOMMENDATION:
N/A

Respectfully submitted,

Ron Mayfield

Ron Mayfield
Superintendent