Regular

Monday, April 8, 2013 6:00 PM
Granbury ISD Board Room, 600 West Pearl St., Granbury, TX 76048, W Pearl St, Granbury, TX 76048

1. **Call to order - 5:00 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 Probationary Contract Recomendations

b. Chapter 551.072 - Purchase, exchange, lease or value of real property
c. Consultation with legal counsel pursuant to Tex. Gov't Code 551.071 and 551.129 to discuss options related to contract with SuccessEd, LLC

3. **Reconvene in open session - 6:00 PM**
4. **Appoint B.J. Wallace to fill Place 7 unexpired term**
5. **Moment of Silence/Invocation**
6. **Pledges - U.S. Flag & Texas Flag**
7. **Achievement Spotlight**

a. "Ben" the Drug Dog
b. Granbury Education Foundation Grant Funds
c. F1 in Schools Team Participants: Ernesto Arriaga, Brendan Crosslin, Westley Kren, Brandon Rush, Chloe Scroggins, Derek Beck, Cutter Firm, Shelby Maverick, Ian McMasters, Joel Rodgers and Noah Smith
d. ExxonMobil Texas Science and Engineering Fair Participants: Matthew Bhatty, Trisha Gryder, Alexandria Inbody, Kasi Krieger, Liesl Krone, Benjamin Lillagore, Brittney Pinckard, Rayni Skaggs and Charles Wallace
e. All-State Basketball Team Members: Morgan Northcutt and Lilley Vander Zee

8. **Public comments/audience participation**
9. **Discussion/Action**

a. Consider Consent Agenda Items
1. Minutes of the March 4, 2013, Regular Meeting
2. Consider Budget Amendments
3. Consider Renewal of Nurse and Health Supplies and Equipment Bid #2012-11
4. Consider Renewal of Physical Education Supplies and Equipment Bid #2011-15
5. Consider Renewal of Library Books, Class Sets, Reference Materials and Video Media Bid #2011-16

b. Consider Energy Project
1. Consideration and possible action to approve design-build agreement with DMI Entegral Solutions Group, L.L.C., for the District's Energy Conservation Program through Performance Contracting pursuant to Education Code 44.901
2. Consideration and possible action to approve the Onsite Energy Services Agreement with TASB
3. Discuss and consider the financing plan for the sale of Maintenance Tax Notes and all matters incident or related thereto.

c. Consider Extension of Depository Contract for 2013-15 Biennium
d. Consider Participation in Interlocal Cooperation Contract DC-DLA26
e. Consider Meal Price Increase for 2013-2014

f. Consider Education Service Center Contracts

g. Policy Update 96 affecting Local Policies: DEC(LOCAL) Compensation and Benefits - Leave and Absences, EFAA(LOCAL) Instructional Materials - Selection and Adoption, FEB(LOCAL) Attendance - Attendance Accounting

h. Consider Class Size Waivers

i. Authorize Superintendent to Secure Contract for Demographic Study

10. **Discussion/Information**

a. Superintendent's Reports

1. Selection of Synthetic Field Appearance

b. Financial Statements for period ending January 31, 2013 and February 28, 2013

c. Investment Report for the period ending February 28, 2013

d. Interlocal Management Fee Report for 2011-2012

11. **Consider action on items discussed in closed session**

a. Consider staff appointments

b. Consider purchase, exchange, lease or value of real property

c. Consider Probationary Contract Recomendations

d. Take action, if any, regarding options related to contract with SuccessEd, LLC

12. **Adjourn**

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**April 8, 2013**
Action:	**Approval**

To:	**Board of Trustees**	**From:**	**Dr. James M. Largent**
		Date:	**April 3, 2013**
		RE:	**B.J. Wallace Appointment to Chair**

SUMMARY:

B.J. Wallace has talked to Micky about coming back on the Board. My understanding is that this is what the Board wants to do, so it is on the agenda as soon as we come out of executive session. This way, he can take his seat for the remainder of the meeting.

Respectfully submitted,



Dr. James M. Largent
Superintendent

GRANBURY ISD
BOARD OF TRUSTEES
OFFICIAL REGULAR MEETING
MINUTES
March 4, 2013

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, March 4, 2013, at 5:00 p.m. in the Board Room of the Administration Building, 600 West Pearl St., Granbury, Texas.

Presiding Officer .....Micky Shearon, President

Board Members Present

Nancy Alana
Mark Jackson
Don Walton

Board Members Absent

Barbara Herrington
Wade Railsback

School Officials Present

Dr. James M. Largent, 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
Sandy Bruner, Recording Secretary

Others Present

School Employees
Media
Community Members

Meeting Called to Order

Micky Shearon, President, called the meeting to order at 5:02 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 5:03 p.m. under the Texas Open Meeting Act, Chapter 551.072 – purchase, exchange, lease or value of real property and 551.074 – personnel.

Reconvened

Reconvened in open session at 6:00 pm.

Moment of Silence/Invocation

Micky Shearon led the invocation.

Pledge - U.S. Flag and Texas Flag

Brett Ross and Winter Painter from Baccus led the Pledges.

Achievement Spotlight

Spelling Bee Winner Tiffany Wynne, 5th grader at Acton Elementary, was presented to the board by Anna Roe, Principal Acton Elementary.

Instructional Leader Award from the Effective Schools Project at Tarleton State University, Pam Carver, 5th Grade Teacher at Nettie Baccus Elementary presented to the board by Trisha Suitt, Principal Baccus Elementary.

Public Comments/Audience Participation

None

Consider Consent Agenda Items

A motion was made by Mark Jackson and seconded by Don Walton to approve consent items as presented; 1. Minutes of the February 11, 2013 Regular Meeting; 2. Consider Budget Amendments; **MOTION CARRIED**: Yes 4 - No 0

Consider Hood County/YMCA Project

No Action Taken

Consider Adoption of a Resolution Expressing Official Intent to Reimburse Costs of Energy Savings Projects

A motion was made by Don Walton and seconded by Mark Jackson to approve Adoption of a resolution Expressing Official Intent to Reimburse Costs of Energy Savings Projects as presented; **MOTION CARRIED**: Yes 4 – No 0

Consider Resolution for Vouchers, Taxpayer Savings Grants, Tax Credits and Other Mechanisms that Reduce Public Education Funding.

A motion was made by Mark Jackson and seconded by Don Walton to approve Resolution for Vouchers, Taxpayer Savings Grants, Tax Credits and Other Mechanisms that Reduce Public Education Funding as presented; **MOTION CARRIED**: Yes 4 – No 0

Consider Mascot Change at the Elementary Campuses

A motion was made by Don Walton and seconded by Nancy Alana to approve Mascot Change at Mambrino Elementary Campus; **MOTION CARRIED**: Yes 4 – No 0

Superintendent's Reports

Budget Assumptions & Calendar was discussed pointing out that July 22, 2013, is a tentative Board Budget Workshop.

Strategic Team Report update that the group of six teams will meet 2 more times and will report to the Strategic Design Team that will meet March 27.

Legislative Session Update

Policy Update 96 was presented and will be addressed at the April meeting.

Action on Items Discussed in Closed Session

- **Staff Appointments**

  None

- **Consider Contracts for Teachers, Librarians, Counselors, Diagnosticians, Speech Therapists, and Nurses**

A motion was made by Don Walton and seconded by Nancy Alana to approve Contracts for Teachers, Librarians, Counselors, Diagnosticians, Speech Therapists, and Nurses as presented; **MOTION CARRIED**: Yes 4 – No 0

- **Consider purchase, exchange, lease or value of real property**
  None

Adjournment

There being no further business, the meeting was adjourned at 6:23 p.m.

_____ _____

Micky Shearon, President Nancy Alana, Board Secretary

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton, Finance Director
DATE: March 28, 2013
RE: Budget Amendments

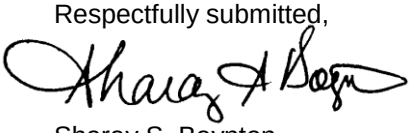
SUMMARY:

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 28, 2013

Fund 199, Mr. Jimmy Dawson, Originator
This Amendment recognizes donated funds in the amount of $1,500 allocated to function 11 (Instruction). These funds were donated by Van Griffith to purchase a poster machine.

Fund 199, Mr. Jimmy Dawson, Originator
This Amendment recognizes funds in the amount of $843 allocated to function 12 (Instructional Resources). These funds were generated through the campus book fair and lost book fines and will be used to purchase additional technology equipment for the library.

Fund 199, Ms. Anna Roe , Originator
This Amendment recognizes donated funds in the amount of $3,456 allocated to function 11 (Instruction). These funds were donated by Gene Harris Petroleum, Barefoot, and the campus PTO and will be used to fund the Austin field trip and purchase additional supplies and other operating expenses on the campus.

Fund 199, Mr. Donnie Cody, Originator
This Amendment recognizes funds in the amount of $2,000 allocated to function 12 (Instructional Resources). These funds were generated through the campus book fair and lost book fines and will be used to purchase additional library books.

Fund 199, Ms. Dana Goode, Originator
This Amendment recognizes donated funds in the amount of $2,280 allocated to function 11 (Instruction) and $98 allocated to function 51 (Plant Maintenance and Operation). These funds were donated by the campus PTO and will be used to fund additional field trips and purchase an ice machine pump.

Fund 199, Ms. Stacie Brown, Originator
This Amendment recognizes donated funds in the amount of $6,945 allocated to function 81 (Construction). These funds were donated by the campus student activity fund and will be used in the construction of a slab and shade in the track area.

Fund 199, Ms. Stacie Brown, Originator
This Amendment recognizes donated funds in the amount of $1,867 allocated to function 11 (Instruction). These funds were donated by the campus PTO and will be used to fund additional travel.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 1, 2013
RE: Nurse Supplies & Equipment
Bid No. 2012-11 - Renewal

SUMMARY:
A bid was let to provide supplies and equipment for the nursing and health programs at Granbury ISD during the 2012-13 school year. The bid was a catalog discount bid where vendors were asked to quote a percentage discount from published catalogs or list prices that would be held firm for the duration of the contract. The initial award was the period of June 1, 2012 to May 31, 2013 with the option to renew for two additional one-year terms. The current award will expire on May 31, 2013. This is the first renewal option available.

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

Ms. Sharon Williams, Director of Curriculum, was contacted regarding the renewal of this bid. It was her recommendation that the bid be extended. All vendors were contacted and have agreed to renew as originally submitted. The anticipated annual expense is $10,000 to $15,000.

The following is Ms. Williams recommendation.

RECOMMENDATION:

It is recommended the Board approve highlighted vendors on the attached tabulation for the purchase of nurse supplies and equipment for the period of June 1, 2013 to May 31, 2014.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Sharon Williams

Date Submitted: April 1, 2013

BID FOR BOARD APPROVAL

Board Meeting Date: May 21, 2012 **Bid Number:** 2012-11

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

2. **Brief description:** A bid was let to provide supplies and equipment for the nursing and health programs at Granbury ISD. The bid is a catalog/shelf list discount bid where vendors are asked to quote a percentage discount from published catalogs or list prices that will be held firm for the duration of the contract. .

3. **Period of time bid covers:** June 1, 2012 through May 31, 2013 with the option to renew for two additional years in one year increments

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

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

5. **Number of bids sent to vendors:** Notification letters were sent to 26 vendors, the bid was advertised in the Hood County News and posted on the district website.

6. **Number of bids received from vendors:** 9

7. **Listing of recommended vendors and total prices:** It is recommended that award be made to the following vendors. The total expenditure cannot be identified at this time as purchases are made on an as needed basis. The estimated expense will be between $25,000 and $35,000.

Recommendation is to approve the following vendors for purchases on an as needed basis:

Alert Services, Inc.	School Health Corporation
Fisher Science Education	William V. MacGill
Medco Supply Company	

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

9. **Last bid date (bid of comparable nature within last 5 years):** 4/08/09

10. **Percentage increase or decrease from last bid**: This was not a line item bid where a line item cost was held firm.

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

12. **Previous Contract Expenditures**: Expense last year under this contract was $19,289.84. This amount does not include any interlocal purchases or spot purchases for this category of goods.

Sharay Boynton
Executive Director of Finance

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 1, 2013
RE: Physical Education Supplies
Bid No. 2011-15 - Renewal

SUMMARY:

A bid was let to establish vendors for the purchase of physical education supplies for the 2011-12 school year for all campuses with the option to renew for two additional years. Vendors were asked to quote a fixed rate percentage discount off their catalog or list prices. The current bid will expire May 31, 2013. This will be the last of the two renewal options.

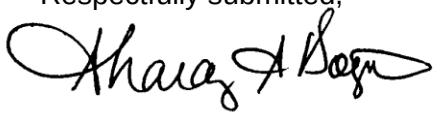
A summation of the original process and outcome as well as a copy of the tabulation is attached for your review.

Mrs. Sharon Williams, Director of Curriculum, was contacted regarding the renewal of this bid. She requested that we renew. All current vendors were contacted regarding renewal and all agreed to renew. Sport Supply Group dba BSN Sports/Collegiate Pacific and US Games provided a new "exceptions to discount list" and implemented a $25 minimum order for BSN purchases. These changes were acceptable to Ms. Williams and the following is her recommendation.

Anticipated annual expenditures are $15,000 to $20,000.

RECOMMENDATION:
It is recommended that the Board approve the vendors highlighted on the attached tabulation for the purchase of Physical Ed supplies for the period of June 1, 2013 through May 31, 2014.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Sharon Williams

Date Submitted: April 1, 2013

BID FOR BOARD APPROVAL

Board Meeting Date: May 23, 2011 **Bid Number:** 2011-15

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

2. **Brief description:** A bid was let to establish vendors for the purchase of physical education supplies for all campuses. Vendors were asked to quote a fixed rate percentage discount off their catalog/shelf prices.

3. **Period of time bid covers:** June 1, 2011 through May 31, 2012 with the option to renew for two additional years if agreed to in writing by both parties.

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

5. **Number of bids sent to vendors:** Letters were mailed to 27 companies known to provide the products, the bid was posted on the district web site and advertised in the Hood County News.

6. **Number of bids received from vendors:** 11

7. **Listing of recommended vendors and total prices:** Recommendation for award is to the following vendors for their quoted discount. The estimated expenditures under this bid will be approximately $20,000.

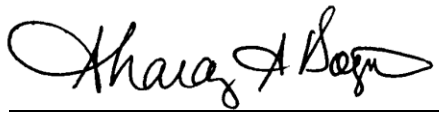
Vendor	Catalog Discount
Aluminum Athletic	10%
BSN/Collegiate	10%
Gopher Sports	10%
M-F Athletic	10%
S&S Worldwide	14%
School Specialty	15% (7 or 9 prefix)
	25% (6 or 8 prefix
Toledo Physical Education	15%
U. S. Games	15%

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

9. **Last bid date (bid of comparable nature within last 5 years):** 4/3/2008

10. **Percentage increase or decrease from last bid**: The discount quoted from BSN and U.S. Games remained the same from the last bid. They were the only vendors that responded to both bids.

11. **Budget information:** Expense will come from budgeted dollars at each campus from the following account code: 199.e.11.6395.00.(campus code).0.11.160



Sharay S. Boynton
Executive Director of Finance

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 1, 2013
RE: Library Books, Class Sets, Reference Materials & Video/Media
CSP 2011-16 - Renewal

SUMMARY:

A new bid was let to provide library books, reference materials and video media for the district libraries and class sets for the instructional process for the 2011-12 school year with the option to renew for two additional one-year terms. The current award will expire on May 31, 2013. This will be the final of the two annual renewal options.

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

Mrs. Sharon Williams, Director of Curriculum, was contacted regarding the renewal of this award. She requested that the award be renewed. All vendors last year renewed as requested with the exception off DLB Educational (available through a Buy Board contract), Millmark Educational and The Child's World. When asked again this year, all current vendors agreed to the renewal.

Anticipated expenditure for the renewal period is $75,000 t $150,000.

The following is the recommendation of Ms. Williams.

RECOMMENDATION:

It is recommended that the Board award the vendors evidenced by highlights on the attached tabulation for the purchase of Library Books, Class Sets, Reference Materials, and Video/Media for the period of June 1, 2013 through May 31, 2014

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharon Williams
Debbie Johnson

Date Submitted: April 1, 2013

BID FOR BOARD APPROVAL

Board Meeting Date: June 20, 2011 **Bid Number**: 2011 -16

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

2. **Brief description:** A bid was let for library books, class sets, reference materials and video/media to provide books and supplies for the campuses. .

3. **Period of time bid covers:** From written notification of award through May 31, 2012 with the option to renew for two additional years. Renewal periods would be 6/1/2012 – 5/31/2013 and 6/1/2013 – 5/31/2014.

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

   Campus Librarian with principal approval
   Sharon Williams – Curriculum Director

5. **Number of bids sent to vendors:** 134

6. **Number of bids received from vendors: 3**0 (6 companies "no bid")

7. **Listing of recommended vendors and total prices:** The following vendors are recommended for award for an approximate expenditure of $75,000 to $150,000.

   Abrams Learning Trends
   Barnes & Noble Booksellers
   Bearport Publishing
   Bound to Stay Bound Books
   Capstone
   Davidson Titles
   DLB Educational Corp.
   Follett Library
   Garret Educational
   Gareth Stevens Publishing
   Gumdrop Books
   Heinemann Raintree Library
   Lectorum Publications, Inc.
   Lerner Publishing Group
   Mackin Educational
   Millmark Education
   National Reading Styles
   Perma Bound Books
   Rainbow Book Company
   Rosen Publishing
   Salem Press
   Scholastic Library
   School Library Books.com
   Teacher's Discovery
   The Booksource
   The Child's World, Inc.
   The Trevor Romain Company

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

9. **Last bid date (bid of comparable nature within last 5 years):** 4/22/2008

10. **Percentage increase or decrease from last bid:** The specifications were modified so an accurate comparison could not be made.

11. **Budget information:** Expense for library books, class sets, reference materials and video/media will come from budgeted dollars for each campus in object code 6669 and 6326.

12. **Other comments:** Some of the money from these accounts will be spent on sole source vendors that provide products not available from the awarded vendors.

Sharay Boynton
Executive Director of Finance

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 3, 2013
RE: DMI Entegral Project Development Design Build Agreement

SUMMARY:

At the November board meeting, the board authorized administration to enter into an agreement related to the Energy Conservation Program with DMI Entegral Solutions Group. As a result they have continued to review our facilities and work with district staff gathering the needed data to present the Stage II scope of work and estimated savings. At the time of the approval they presented that anticipated savings would be between $125,000 and $180,000.

At the January Board meeting, DMI Entegral presented two options for the continuation of this project, option 1 being replacement and funding of only items that can be funded with a note having a payment consistent with the anticipated savings and option 2 replacement of all items found funded with a note and additional capital so that the complete savings could be realized.

- Option 1: Proposed to generate approximately $167,000 in potential savings. This amount will fund project costs of approximately $1.85M in non-taxable funding. The project will include district wide Lighting and lighting control as well as water conservation is included as well as partial HVAC replacement for Acton Elementary and Oak Wood.
- Option 2: Proposed to generate approximately $252,000 in potential savings. This amount will fund project costs of approximately $2.75M in non-taxable funding, however, to fully replace all items to recognize the full savings, an additional $2.7M will be needed. This project would include district wide lighting and lighting control and water conservation and replacement of ALL units in district >20 years old except for Admin and Admin Annex.

Action was taken to proceed forward with the project for all projects presented except for the Field Turf.

At the February Board meeting, the turf project was discussed and administration was authorized to proceed with the full energy savings project to include turf to be funded with savings and to utilize fund balance up to $2,800,000.

A requirement of the 44.901 is that the proposed project and the associated savings calculations be reviewed by a licensed professional engineer to ensure they are completed with acceptable industry practices and assumptions and follow the requirements of SECO and the intent of the Educational Code. At the February meeting the Board authorized you to contract with Reed, Wells, Benson & Company (RWB) to perform this review. Their report is attached for your review. RWB has found that DMI calculations do in fact reflect industry standards and the intent of the Educational Code.

The final scope and guaranteed savings numbers have been presented to administration. The savings actually increased to $240,178. Attached is a summary sheet for your consideration and DMI will be at the meeting to address with the board.

A contract between DMI and GISD for this project has been prepared by GISD attorneys and is attached for your review.

BOSC, Inc. has prepared a preliminary financial plan for this project. Please see attached document. Using the Guaranteed Savings number of $240,178 to fund Tax Anticipation Notes, it is projected that GISD will have to expend $2,478,947 in fund balance to completely fund the project. This is based on a rate of 2.85% for a 15 year callable at any time note. As noted in the plan, final numbers will be derived from a competitive process that will be approved at the May 20, 2013 board meeting for funding in June. Due to the reimbursement resolution approved at the March meeting, expenditures prior to funding can be reimbursed with the funding once all finalized.

Due to TASB partnering with DMI on this project to a point, TASB requires that GISD enter into the attached agreement with them. This agreement has been reviewed by our attorneys.

DMI Entegral representatives will be at the meeting to address any issues that the board may have.

RECOMMENDATIONS:

That the Board approve the design-build agreement with DMI Entegral Solutions Group, L.L.C., for the District's Energy Conservation Program through Performance Contracting pursuant to Education Code § 44.901 as presented, and delegate to the Superintendent the authority to finalize and execute the agreement.

That the Board approve the Onsite Energy Services Agreement with TASB

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Dr. James Largent
Sharay Boynton
Randy Leach

Date Submitted: April 3, 2013

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 1, 2013
RE: 2013-15 Depository Contract

SUMMARY:

According to Subchapter G, Chapter 45, Texas Education Code, each school district must select a depository for school funds to be received during the 2013-2015 biennium that begins September 1, 2013. The board of trustees has the responsibility for making the selection and executing a contract effective the first day of the new fiscal year, September 1, 2013.

According the Section 42.205(b), "a school district and the district's depository bank may agree to extend a depository contract for two additional two-year terms." Granbury ISD is eligible for the extension process.

On May 16, 2005 Granbury ISD awarded the 2005-2007 Depository Contract to First Financial Bank, N.A. On April 3, 2007, GISD extended the Depository Contract to First Financial Bank, N.A. as allowed by Texas Education Code for the 2007-2009 biennium and again on April 6, 2009 for the 2009-2011 biennium. On April 11, 2011, GISD Board of Trustees awarded the 2011-13 biennium contract to First Financial, N.A. after a formal bid process.

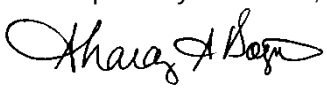
The relationship with First Financial Bank has continued to be very positive. Earnings on the district accounts held by them have been competitive with the market. The online services are very accommodating to district needs and procedures. The support personnel working with district personnel are competent and attentive to GISD needs. If the district were to change depositories, there would be increased staff time and possible increased cost to the district (ie... checks and deposit slips are currently paid for by First Financial Bank). Also, in light of today's market, the interest rate earnings offered by other providers would not be substantial enough of an increase to justify the increase in staff time to process the depository RFP.

Administration feels that it would be in the best interest of the district to continue the relationship with First Financial Bank for the next biennium. First Financial Bank was contacted regarding their willingness to extend the current contract until August 31, 2015. They have agreed to the extension as allowed.

Attached is the resolution that must be executed and submitted to First Financial Bank, N.A. for their execution. Once all parties have executed, it will be submitted to TEA as required by procedures.

RECOMMENDATION:
I recommend the Board extend the contract with First Financial Bank, N.A. for the period of September 1, 2013 to August 31, 2015 for depository services.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton

Date Submitted: April 1, 2013

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 2, 2013
RE: Interlocal Contract DC-DLA26

SUMMARY:

The curriculum department has found a resource that will assist with preparation for the STAAR Chemistry test. It is provided by The Charles A. Dana Center for Mathematics and Science Education at The University of Texas at Austin. The cost of the resource is $508.50 and is being purchased with budgeted funds. In order to purchase it, the attached intelrocal contract will have to be executed.

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

RECOMMENDATION:

It is recommended that GISD execute the Interlocal Cooperation Contract DC-DLA26 as presented..

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharon Williams

Date Submitted: April 2, 2013

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

SUPPORT SERVICES

To: Board of Trustees
Date: April 8,2013
For: Approval

TO: Dr. James Largent, Superintendent

FROM Alicia G. Hernandez
DATE: April 8, 2013
RE: Meal Price Increase

SUMMARY:

The prices for meals served in the GISD Child Nutrition program is reviewed annually to ensure that pricing is compliant with regulations and sufficient to cover the cost of the program. As a result of this review, the following need to be addressed for Lunch pricing for the 2013-2014 school year.

In order to continue compliance with The Health, Hunger-Free Kids Act of 2010 – Sec. 205, lunch prices will need to increase by atleast $.05 every year. The Act states: "Effective School Year beginning July 1, 2011, schools are required to charge students for paid meals at a price that is on average equal to the difference between free meal reimbursement and paid meal reimbursement; Schools that currently charge less are required to gradually increase their prices over time until they meet the requirement; Schools may choose to cover the difference in revenue with non-federal funds instead of raising paid meal prices. Establishes a maximum annual increase in the required paid increase of 10 cents annually, but allows schools to establish a higher increase at their discretion." This year we are required to increase by 10 cents since we need to be at the TDA weighted price average of $2.36 per meal. By increasing 10 cents for all schools we are able to meet this requirement.

2012-13 Prices were as follows:

Elementary Type A Breakfast	$1.15 – no increase
Elementary Type A Lunch	$2.15
Middle School Type A Breakfast	$1.40 – no increase
Middle School Type A Lunch	$2.40
High School Type A Breakfast	$1.65 – no increase
High School Type A Lunch	$2.55

The difference between 2012-13 free and paid meal reimbursement is a weighted $2.59 per meal. Therefore, GISD needs to increase the paid meal price to a weighted $2.59 per meal. However, the increase is limited to a maximum $.10 as addressed above.

RECOMMENDATION:

It is recommended that the meal prices for 2013-2014 be as follows:

Elementary Type A Lunch	$2.25
Middle School Type A Lunch	$2.50
High School Type A Lunch	$2.65

Respectfully submitted,

Alicia G. Hernandez
Director Support Services

Date Submitted: March 26, 2013

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 3, 2013
RE: ESC Region XI Annual Contracts

SUMMARY:

Each year we contract certain services through ESC Region XI. We plan to use the following services for 2013-14. Funding will be budgeted within the General Operating and Federal Program budgets as appropriate.

Administrative Services	$ 2,287.95
Comprehensive Services – Basic Contract	$ 650.00
DMAC Solutions	$12,820.00
Educational Technology	$15,296.58
Instructional Services	$ 5,229.60
PEIMS Data Quality Services	$ 3,000.00
Superintendent & School Board Member	$ 800.00

RECOMMENDATION:

It is recommended that the above contracts be approved.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharon Williams
Amy Wood
Carol Howard

Date Submitted: April 3, 2013

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**April 8, 2013**
Action:	**Approval**

To:	**Board of Trustees**	**From:**	**Dr. James M. Largent**
		Date:	**April 3, 2013**
		RE:	**Policy Update 96**

SUMMARY:

We will have the 2nd reading of Update 96. If you have questions, please let me know before the meeting. Otherwise, I will give a brief overview of the update and recommend passage.

Respectfully submitted,



Dr. James M. Largent
Superintendent

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**April 8, 2013**
Action:	**Approval**

To:	**Board of Trustees**	**From:**	**Dr. James M. Largent**
		Date:	**April 3, 2013**
		RE:	**Consider Class Size Waiver**

SUMMARY:

We have a few classrooms with over 22 students. We just need a waiver for the remainder of the year.

Respectfully submitted,



Dr. James M. Largent
Superintendent

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**April 8, 2013**
Action:	**Approval**

To:	**Board of Trustees**	**From:**	**Dr. James M. Largent**
		Date:	**April 3, 2013**
		RE:	**Demographic Study**

SUMMARY:

It has been about 8 years since our last demographic study. Since it is highly likely that some facility planning will come out of our strategic plan, I believe we should go ahead and get an updated demographic study. The firm who did our last one says they can have one to us by mid-July if we start soon. We are also soliciting quotes from at least one other company. I will recommend that the Board authorize me to secure a contract with a demographer after looking at quotes and services. The service will be less than $50,000.

Respectfully submitted,



Dr. James M. Largent
Superintendent

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**April 8, 2013**
Action:	**Approval**

To:	**Board of Trustees**	**From:**	**Dr. James M. Largent**
		Date:	**April 3, 2013**
		RE:	**Selection of Synthetic Field**

SUMMARY:

I will have renditions of the field and would like you to have final say on what the field will look like. You have several pictures in your Board book. Here are the options you will have:

-Center logo: "G" surrounded by gold, surrounded by white, or the "G" with the white Texas around it.
-Pirate head on the 25 yard line or not
-Alternating green panels (like Nebraska field) or solid green field

You may want to look at these and have some ideas about what you like, and then hopefully we can come to a consensus… Everyone I talk to has a different opinion, but we all agree that any of these choices will be great! Just FYI, my personal recommendation would be the G with Texas around it, no pirate head, and either field is fine with me. There are fewer alternating panel fields, but they look nice. The solid dark green always looks good, too.

We will also have the soccer field lines permanently installed into the field in Pirate gold.

Respectfully submitted,



Dr. James M. Largent
Superintendent

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Information

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 1, 2013
RE: 01/31/13 Financial Statements

SUMMARY:

Attached are the financial statements for the period ended January 31, 2013 for the general operating fund.

The statements for the period ended January 31, 2013 include only those transactions that occurred between the period of September 1, 2012 and January 31, 2013. Revenue collected to date equal 73.24% of the budgeted amount compared to 57.09% last year. Expenditures to date represent 37.45% of the budget compared to 35.52% last year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Emmett Whitefield

Date Submitted: April 1, 2013

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Information

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 1, 2013
RE: 02/28/13 Financial Statements

SUMMARY:

Attached are the financial statements for the period ended February 28, 2013 for the general operating fund.

The statements for the period ended February 28, 2013 include only those transactions that occurred between the period of September 1, 2012 and February 28, 2013. Revenue collected to date equal 88.77% of the budgeted amount compared to 78.17% last year. Expenditures to date represent 46.74% of the budget compared to 44.92% last year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Emmett Whitefield

Date Submitted: April 1, 2013

GRANBURY ISD
Helping Students Reach New Heights

Sharay Boynton
Executive Director of Finance

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www.granburyisd.org/business
sharay.boynton@granburyisd.org

April 2, 2013

Granbury Independent School District Board of Trustees:

The Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) requires the investment officer of each local government to submit to its governing body a report, not less than quarterly, of investment transactions.

The **Portfolio Summary Report** identifies all areas that are required to be reported to the governing body. The report summarized the information for all six groups of funds that the District invests funds. The report shows that all six funds are being invested at a rate similar to the average benchmark yield. The benchmark used is the 90-day T-Bill.

The total book value of investments held by the District on February 28, 2013 was $50,179,401. The General Fund holds the majority of the investments.

The District invested in the pools and the interest bearing checking accounts during the last quarter. The yield between the pools and the interest bearing checking accounts is consistent with that of individual Treasuries and Agencies. Term investments were researched and will be purchased as feasible. Funds will be reallocated to take advantage of the higher yield associated with the long-term investments as the opportunities become available.

Throughout most of last quarter, LOGIC maintained higher yields than TexPool, TexasTerm Daily and TASB-Lone Star. TexasTerm I, investments with set maturities, yield was still lower than the pools and funds are not as liquid as they are in the pools. With the interest rate as low as it is, it will not serve well to limit interest income for a period of time. These rates are being watched and investments being made as feasible. The interest yield on the checking accounts is more than the 90 day t-bill. The depository agreement entered into effective 9/1/11 realizes a floating interest rate depending on 90-day t-bill adjusted quarterly and will allow for a more competitive rate when the interest rate market increases. At this point, the minimum paid is .20% no matter what the 90 day t-bill is doing. Further, the depository has set up an investment account that maintains a rate consistent with TexPool's prior month average yield adjusted monthly, also limited to a minimum .20%. This rate is higher than the funds, however, due to collateral being limited to $6,000,000 for all accounts held by bank, this account is limited in its use. Funds are invested in the pools and the bank depending on the needs of the individual funds, diversity issues, and collateral available.

Funds are invested to yield the highest return and security at the time of investment or withdrawal. Graphs showing the percentage breakdown of investments as well as transactions for all funds are attached for your review.

The information presented above and the attached are submitted to you as the quarterly report of investment transactions for Granbury Independent School District.

Sharay S. Boynton, CPA
Executive Director of Finance

PORTFOLIO SUMMARY REPORT
PERIOD ENDING 02/28/13

GRANBURY ISD – GENERAL OPERATING INVESTMENT FUNDS

Beginning Book Value	$ 44,265,910
Beginning Market Value	$ 44,265,910
WAM at Beginning of Period	1 Days
Change to Market Value	$ 0
Ending Book Value	$ 44,265,910
Ending Market Value	$ 44,265,910
Gain/Loss	$ 0
WAM at Ending Date	1 Days
Period Yield to Maturity	.14%
Period Average Benchmark Yield	.11%

GRANBURY ISD – FOOD SERVICE INVESTMENT FUNDS

Beginning Book Value	$ 558,774
Beginning Market Value	$ 558,774
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 558,774
Ending Market Value	$ 558,774
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	.17%
Period Average Benchmark Yield	.11%

GRANBURY ISD – SCHOLARSHIP/TRUST INVESTMENT FUNDS

Beginning Book Value	$ 112,856
Beginning Market Value	$ 112,856
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 118,856
Ending Market Value	$ 118,856
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	.20%
Period Average Benchmark Yield	.11%

GRANBURY ISD – DEBT SERVICE INVESTMENT FUNDS

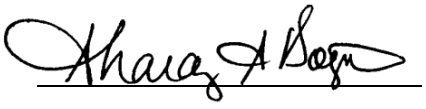
Beginning Book Value	$ 4,414,038
Beginning Market Value	$ 4,414,038
WAM at Beginning of Period	1 Day
Change to Market Value	$ 0
Ending Book Value	$ 4,414,038
Ending Market Value	$ 4,414,038
Gain/Loss	$ 0
WAM at Ending Date	1 Day
Period Yield to Maturity	.13%
Period Average Benchmark Yield	.11%

GRANBURY ISD – BUILDING FUND INVESTMENT FUNDS

Beginning Book Value	$ 14,657
Beginning Market Value	$ 14,657
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 14,657
Ending Market Value	$ 14,657
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	.19%
Period Average Benchmark Yield	.11%

GRANBURY ISD –SELF INSURANCE INVESTMENT FUNDS

Beginning Book Value	$ 813,166
Beginning Market Value	$ 813,166
WAM at Beginning of Period	1.0 Days
Change to Market Value	$ 0
Ending Book Value	$ 813,166
Ending Market Value	$ 813,166
Gain/Loss	$ 0
WAM at Ending Date	1.0 Days
Period Yield to Maturity	0.17%
Period Average Benchmark Yield	0.11%

Prepared by: Finance Director 

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: April 8, 2013
For: Information

TO: Dr. James Largent, Superintendent

FROM: Sharay Boynton
DATE: April 1, 2013
RE: 2011-12 Interlocal Management Fee Report

SUMMARY:

According to TEC 44.0331, if a district enters into a purchasing contract under section 44.031(a)(4), under Local Government Code 271, or under any other cooperative purchasing program authorized for school districts valued at $25,000 or more, they are to document any contract related fee, including any management fee, and the purpose of each fee under the contract. The amount, purpose and disposition of the fee is to be presented in a written report submitted annually in an open meeting of the Board of Trustees as an agenda item. Attached is the spreadsheet outlining the interlocal fees for FY 2011-12.

Should you need additional information, please let me know.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance