# Regular

Monday, July 15, 2013 1:00 PM
Granbury ISD Board Room, 600 West Pearl St., Granbury, TX 76048, W Pearl St, Granbury, TX 76048

1. **Call to order - 1:00 PM - GISD Board Room**
2. **Budget Workshop**
3. **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
   b. Chapter 551.072 - Purchase, exchange, lease or value of real property
4. **Reconvene in open session**
5. **Consider action on items discussed in closed session**
   a. Consider staff appointments
   b. Consider purchase, exchange, lease or value of real property
6. **Adjourn**
7. **Call to order - 5:00 PM - GISD Board Room**
8. **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
   b. Chapter 551.072 - Purchase, exchange, lease or value of real property
9. **Reconvene in open session - 6:00 PM**
10. **Moment of Silence/Invocation**
11. **Pledges - U.S. Flag & Texas Flag**
12. **Public comments/audience participation**
13. **Discussion/Action**
    a. Consider Consent Agenda Items
    1. Minutes of the June 10, 2013 Regular Board Meeting
    2. Consider Budget Amendments
    3. Consider Science Supplies and Equipment 2013-14
    4. Consider renewal of Alcohol and Drug Testing Administration Services 2011-31
    5. Consider renewal of Accelerated Reader materials, Software and Services 2012-23
    6. Consider Plumbing Supplies and Equipment CSP 2013-19
    7. Consider Building Materials CSP 2013-18
    b. Consider the Agreement for Purchase of Attendance Credits with the Texas Education Agency for the 2013-14 School Year
    c. Consider Budget Discussion
    d. Policy Update 97
    e. Consider School Board Trustee to serve on the Granbury Education Foundation Board
14. **Reports**
    a. Superintendent's Reports
    b. Healthy Kids Report
15. **Consider action on items discussed in closed session**
    a. Consider staff appointments
    b. Consider purchase, exchange, lease or value of real property
16. **Adjourn**

**GRANBURY ISD**
**BOARD OF TRUSTEES**
**OFFICIAL REGULAR MEETING**
**MINUTES**
**June 10, 2013**

The Board of Trustees of the Granbury Independent School District convened in an official **REGULAR** meeting on Monday, June 10, 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
Barbara Herrington
Mark Jackson
Wade Railsback
Don Walton
B.J. Wallace

**Board Members Absent**

**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**

The Board reconvened in open session at 5:40 p.m. and went into recess until 6:00 p.m.

**Reconvened**

Reconvened in open session at 6:00 p.m.

**Moment of Silence/Invocation**

Nancy Alana led the invocation.

**Pledge - U.S. Flag and Texas Flag**

Micky Shearon led the Pledges.

**Achievement Spotlight**

Tammy Bodine and Linda Stewart, GHS Sponsors presented Austin Bradley, Preston Flurkey, Joseph McLean, Evangelina Oviedo, and Kyle Shanahan as the UIL State Academic Meet Contestants.

Shyller McGuire, GHS Coach, presented Rachel Rodgers, Ridglea Willard, and Garrett Williams as the UIL and TFA State Speech Tournament Contestants.

Connie Jesko and Rebecca Dawson, GHS Sponsors, presented Tatum Crist, Jamie George, Macy Holly, Shelby Millsap, Gina Reynolds, Brenda Rodriquez, Leah Vermillion, and Julio Villasana as the FCCLA State Competition Contestants.

Carol Howard, Assistant Superintendent, presented Title I, Part A: Distinguished Performance Award to Acton Elementary School.

Kellie Lambert, Principal, presented student Jordyn Justice of Emma Roberson as a participant of the "Texas Public Schools Rock!" video contest.

Dr. James M. Largent, Superintendent, awarded to Dwight Butler, Athletic Director his Certified Master Athletic Administrator.

Micky Shearon, Board President awarded to Dr. Barbara Herrington, Leadership TASB Participant.

**Public comments/audience participation**

None

**Consider Consent Agenda Items**

A motion was made by Barbara Herrington and seconded by Don Walton to approve consent items: 1. Minutes of the May 20, 2013, Regular Board Meeting; 2. Consider Budget Amendments; 3. Consider Vehicle Fuel CSP 2013-20; 4. Consider Pizza and Other Ready to Serve Items 2013-12.
**MOTION CARRIED**: Yes 7 – No 0

**Consider Exclusive Broadcasting Rights of GISD Athletic Events 2013-21**

A motion was made by Barbara Herrington and seconded by Nancy Alana to award Exclusive Broadcasting Rights of GISD Athletic Events 2013-21 to Granbury TV as presented.
**MOTION CARRIED**: Yes 7 – No 0

**Consider Bond Election Calendar**

A motion was made by Wade Railsback and seconded by Don Walton to approve the Bond Election Calendar as presented. **MOTION CARRIED**: Yes 7 – No 0

**Consider Hiring a Survey Company**

A motion was made by Mark Jackson and seconded by Wade Railsback to approve Hiring a Survey Company, Baselice & Associates, Inc. as presented. **MOTION CARRIED**: Yes 7 – No 0

**Consider Resolution Changing Authorized Representatives for Local Government Investment Cooperative**

A motion was made by Don Walton and seconded by Mark Jackson to approve the Resolution Changing Authorized Representatives for Local Government Investment Cooperative as presented. **MOTION CARRIED**: Yes 7 – No 0

**Consider Band Initiative**

A motion was made by Nancy Alana and seconded by B.J. Wallace to approve Band Initiative as presented. **MOTION CARRIED**: Yes 7 – No 0

**Consider Board Meeting Dates for 2013 - 2014**

A motion was made by Mark Jackson and seconded by Don Walton to approve the Board Meeting Dates for 2013 – 2014 with combining the July meeting to July 15 Budget Workshop and Meeting. **MOTION CARRIED**: Yes 7 – No 0

**Consider Call of November 5, 2013, Board of Trustees Election for the purpose of filling Places 5, 6 and 7**

A motion was made by Don Walton and seconded by Mark Jackson to approve the Call of November 5, 2013, Board of Trustees Election for the purpose of filling Places 5, 6 and 7 as presented. **MOTION CARRIED**: Yes 7 – No 0

**Consider Contract for Board of Trustees Election and Joint Agreement with the Hood County Elections Administrators Office**

A motion was made by Barbara Herrington and seconded by Don Walton to approve Contract for Board of Trustees Election and Joint Agreement with the Hood County Elections Administrators Office as presented. **MOTION CARRIED**: Yes 7 – No 0

**Consider TASB Directors Nomination**

A motion was made by Barbara Herrington and seconded by Nancy Alana to endorse TASB Directors Nomination to Dr. Ann Calahan. **MOTION CARRIED**: Yes 7 – No 0

**Consider SSI Waiver (Accelerated Instruction)**

A motion was made by Barbara Herrington and seconded by Nancy Alana to approve SSI Waiver (Accelerated Instruction) as presented. **MOTION CARRIED**: Yes 7 – No 0

**Consider Resolution Authorizing Reappraisal of Property and Proration of 2013 Taxes Pursuant to Section 23.012 of the Texas Tax Code took the place of the reappraisal resolution.**

A motion was made by Mark Jackson and seconded by B.J. Wallace to approve the Resolution Authorizing Reappraisal of Property and Proration of 2013 Taxes Pursuant to Section 23.012 of the Texas Tax Code took the place of the reappraisal resolution as presented. **MOTION CARRIED**: Yes 7 – No 0

**Consider acceptance, rejection, or counter proposal for settlement and authorize signature of any necessary paperwork related to SuccessEd, LLC.**

A motion was made by Don Walton and seconded by Barbara Herrington to approve acceptance, rejection, or counter proposal for settlement and authorize signature of any necessary paperwork related to SuccessEd, LLC, as presented. **MOTION CARRIED**: Yes 7 – No 0

**Superintendent's Reports**

Dr. Largent reported that the Governor has signed House Bill 5 into law, decreasing the number of state exams required for high school graduation.

**Reports**

Sharon Williams, Director of Curriculum, reported Community Schools Health Advisory Council Report.

Sharay Boynton, Executive Director of Finance reported the update for 2013-14 budget.

**Action on Items Discussed in Closed Session**

- **Staff Appointments**

A motion was made by Barbara Herrington and seconded by Nancy Alana to approve the appointments of Leslie Tewell as Principal of Baccus Elementary and Ron Holmgreen as Principal to Crossland Ninth Grade Center. **MOTION CARRIED**: Yes 7 – No 0

- **Consider purchase, exchange, lease or value of real property**

None

**Adjournment**

There being no further business, the meeting was adjourned at 7:49 p.m.

_____ _____

Micky Shearon, President Nancy Alana, Board Secretary

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees
Date: July 15, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton, Finance Director
**DATE**: July 1, 2013
**RE**: Budget Amendments

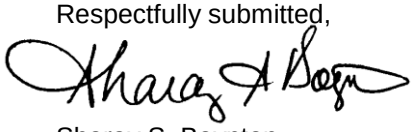
**SUMMARY:**

Attached are budget amendments that are for Board approval.

**RECOMMENDATION:**

I recommend the Board approve the amendments as presented.

Respectfully submitted,



Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton

Date Submitted: July 1, 2013

Fund 199, Ms. Anna Roe, Originator
This Amendment recognizes funds in the amount of $254 allocated to function 11 (Instruction). These funds were raised by the PTO Boosterthon fundraiser for the purchase of technology.

Fund 199, Mr. Jeremy Ross, Originator
This Amendment recognizes funds in the amount of $42,172 allocated to function 11 (Instruction). These funds were received from students for the payment of AP Tests.

## Function to Function

Fund 199, Ms. Sharay Boynton, Originator
This Amendment recognizes funds in the amount of $28,704 allocated from function 11 (Instruction); $475 allocated from function 12 (Instructional Resources); $ $705 allocated from function 21 (Instructional Leadership); $1,073 from function 23 (Campus Leadership); $196 from function 33 (Health Services); $250 from function 34 (Transportation); $8,410 from function 41 (General Administration); $3,302 allocated from function 52 (Security); $250 allocated from function 53 (Data Processing); $12,016 allocated from Function 81 (construction); 5,894 allocated to function 13 (Staff Development); $8,763 allocated to function 31 (Guidance and Counseling); $5,148 allocated to function 36 (Co-Curricular); $35,576 to function 51 (Plant Maintenance and Operations); These are continued yearend amendments.

## GRANBURY INDEPENDENT SCHOOL DISTRICT

## INTEROFFICE MEMO

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: July 15, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton,
**DATE**: July 1, 2013
**RE**: Science Supplies Bid No. 2013-14

**SUMMARY:**

A bid was let to establish vendors for the purchase of science supplies and instructional aids for the science program for all campuses during the 2013-14 school year. Vendors were asked to quote a percentage discount off catalog, shelf or on-line prices. The bids were let in April 2013. The original period of award is for the period of award notice to May 31, 2014 with the option to renew for two additional one-year terms. Current bid expired on May 31, 2013.

A copy of the original summation and tabulation is attached for your review.

Sharon William, Director of Curriculum, has reviewed the responses and the following is her recommendation.

**RECOMMENDATION:**

It is recommended that the Board award the purchase of Science Supplies to highlighted vendors on the attached tabulation for the period of notice to May 31, 2014.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharon Williams
Debbie Johnson

Date Submitted: July 1, 2013

# BID FOR BOARD APPROVAL

**Board Meeting Date:** June 10, 2013 **Bid Number:** 2013-14

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

2. **Brief description:** A bid was let to establish vendors for the purchase of science supplies and instructional aids for the science program for all campuses. Vendors were asked to quote a percentage discount off catalog and on-line prices.

3. **Period of time bid covers:** Written notification of award through May 31, 2014 with the option of two renewal extensions in one-year increments. Dates for the extensions will be June 1st through May 31st of the respective years.

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

5. **Number of bids sent to vendors:** 25

6. **Number of bids received from vendors:** 12

7. **Listing of recommended vendors and total prices:** The recommendation for award is to approve the following vendors for purchases on an as needed basis. Estimated expenditure for science supplies is $30,000 to $50,000.

| | |
|---|---|
| Bio Corporation | NASCO |
| Carolina Biological Supply Company | Nebraska Scientific |
| ETA hand2mind | Sargent Welch |
| Fisher Science Education | Supporting Science, Inc. |
| Forestry Suppliers, Inc. | Ward's Science |
| Frey Scientific | |

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

9. **Last bid date (bid of comparable nature within last 5 years):** 5/10/2010

10. **Percentage increase or decrease from last bid**: This bid is a catalog percentage discount bid and not a line item bid where item cost could be compared.

11. **Budget information:** The funds for these expenditures will come from the budgeted dollars for instructional supplies and equipment for each campus.

Sharay Boynton
Executive Director of Finance

## GRANBURY INDEPENDENT SCHOOL DISTRICT

**INTEROFFICE MEMO**

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: July 15, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton
**DATE**: July 1, 2013
**RE**: Drug and Alcohol Testing Administration
CSP 2011-31 - Renewal

**SUMMARY:**

A request for proposal was let for alcohol and drug testing program administration for students involved in competitive extracurricular programs. The initial term was September 1, 2012 to August 31, 2012 with the option to renew for an additional two (2) one-year terms. This will be the last of two renewal options.

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

Mr. Dwight Butler, Athletic Director, was contacted regarding the renewal of this award. It was his recommendation that we renew with current vendor. Vendor was contacted and has agreed to renew as originally awarded.

It is anticipated that approximately $5,000 - $10,000 will be expended during the 2013-14 school year.

**RECOMMENDATION:**

It is recommended that the Board award the purchase of the student testing and administration to A & D Tests, Inc., option 3, for the period of September 1, 2013 to August 31, 2014.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Ms. Debbie Johnson
Mr. Dwight Butler

Date Submitted: July 1, 2013

# BID FOR BOARD APPROVAL

**Board Meeting Date:** August 29, 2011 **Bid Number:** 2011-31

1. **Item, material or service (specific or classification):** Alcohol and Drug Testing Administration

2. **Brief description:** A request for proposal was let for alcohol and drug testing program administration for student testing for students involved in competitive extracurricular programs. The DOT testing services remained under Granbury ISD Bid 2009-38.

3. **Period of time bid covers:** 09/01/2011 through 08/31/2012 with option to renew additional two (2) one-year terms.

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

   Dwight Butler **-** Athletic Director (student testing)

5. **Number of bids sent to vendors:** 15 notification letters were mailed, the proposal was posted on the district web site and advertised in the Hood County News

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

7. **Listing of recommended vendors and total prices:** Dwight Butler, Athletic Director, has recommended award of the student testing to A & D Tests, Inc. at an approximate expenditure of $5,000 for Option #3.

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

9. **Last bid date (bid of comparable nature within last 5 years):** 7/20/2009

10. **Percentage increase or decrease from last bid**:

    10 Panel Drug Test – increase of 42.85%

11. **Budget information:** Expenditures for drug testing will be from the following budget codes.
    181 e 36 6219 DT 001 0 99 000
    181 e 36 6219 DT 005 0 99 000
    181 e 36 6219 DT 041 0 99 000
    181 e 36 6219 DT 042 0 99 000

Sharay S. Boynton
Executive Director of Finance

## GRANBURY INDEPENDENT SCHOOL DISTRICT

**INTEROFFICE MEMO**

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: July 15, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton
**DATE**: July 1, 2013
**RE**: Accelerated Reader CSP 2012-23 – Renewal

**SUMMARY:**

A bid was let to give district personnel the ability to purchase electronic quizzes to accompany the Accelerated Reader program. It will also provide other software, materials and services to enhance or improve the Accelerated Reader program for the district. Original period of award was through September 30, 2013 with the option to renew for two additional one-year terms. Current contract will expire on September 30, 2013. This will be the first of two renewal options.

A summation of the original process and outcome is attached for your review.

Sharon Williams, Director of Curriculum, was contacted regarding renewal of this bid. It was her recommendation that the bid be renewed. The awarded vendor was contacted and has agreed to renew as presented.

The estimated expense for this award period are $10,000 to $20,000.

**RECOMMENDATION:**

It is recommended that the Board renew the award to Renaissance Learning for the purchase of Accelerated Reader products effective from October 1, 2013 to September 30, 2014.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Debbie Johnson
Sharon Williams

Date Submitted: July 1, 2013

# BID FOR BOARD APPROVAL

**Board Meeting Date:** November 12, 2012 **Bid Number:** 2012-23

1. **Item, material or service (specific or classification):** Accelerated Reader Services and Materials

2. **Brief description:** This proposal was processed to give district personnel the ability to purchase electronic quizzes to accompany the Accelerated Reader program. It will also provide other software, materials and services to enhance or improve the Accelerated Reader program for the district.

3. **Period of time bid covers:** From written notification of award through September 30, 2013 with the option to renew for two additional years.

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

   Campus personnel with campus principal approval

5. **Number of bids sent to vendors:** 6

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

7. **Listing of recommended vendors and total prices:** It is recommended award be made to Renaissance Learning. Total expenditure is not known at this time as quizzes and services are purchased on an as needed basis. It is anticipated expenditures will be between $15,000 and $25,000

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

9. **Last bid date (bid of comparable nature within last 5 years):** 7/21/2009

10. **Percentage increase or decrease from last bid**:

    Reading practice quizzes increased by 66.8%
    Literacy quizzes decreased by 33.3% for all vendors except Renaissance which remained the same
    Voice quizzes remained the same cost

11. **Budget information:** Expenditures will come from library funds budgeted for each campus

Sharay S. Boynton
Executive Director of Finance

## GRANBURY INDEPENDENT SCHOOL DISTRICT

**INTEROFFICE MEMO**

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: July 15, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton, Finance Director
**DATE**: July 1, 2013
**RE**: Plumbing Supplies CSP 2013-19

**SUMMARY:**

Plumbing supplies for the district are purchased on an as needed basis. A bid was let to provide vendors for plumbing supplies for the 2013-14 school year with the option to renew for two additional one-year terms if agreed to by all parties. The current bid will expire July 31, 2013. The original term will be August 1, 2013 to July 31, 2014.

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

Mr. Randy Leach, Facilities Director, has reviewed the responses and the following is his recommendation.

**RECOMMENDATION:**

It is recommended that the Board award to the highlighted vendors on the attached tabulation for the purchase of plumbing supplies for the 2012-13 school year for the period of August 1, 2012 to July 31, 2013.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Mr. Randy Leach

Date Submitted: May 14, 2012

# BID FOR BOARD APPROVAL

**Board Meeting Date:** July 15, 2013 **Bid Number:** 2013-19

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

2. **Brief description:** A bid was let asking vendors to quote a percentage discount off catalog/shelf prices for supplies to be purchased on an as needed basis.

3. **Period of time bid covers:** August 1, 2013 to July 31, 2014 with the option to automatic renew for two additional years in one-year increments.

4. **Person and title responsible for the expenditure:** Randy Leach – Director of Facilities

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

6. **Number of bids received from vendors:** 4

7. **Listing of recommended vendors and total prices:** The needs of the district vary; therefore, it is necessary to establish a contract with multiple vendors. Recommendation is to award to the following vendors:

   **Bear's Plumbing & Etc.** **Granbury Winnelson**
   **Home Depot, Lowes** **Arlington Pipe & Supply**

   It is the recommendation of the Purchasing Department that the person making the purchase, along with the Maintenance Director, compare pricing among several catalogs or vendors to ensure the district is receiving "best value".

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

9. **Last bid date (bid of comparable nature within last 5 years):** May, 2010

10. **Percentage increase or decrease from last bid**: Due to the number of items on the bid and a change in some items and brands, a cost comparison was not made.

11. **Budget information:** Expenditures for plumbing supplies will be from account code 199 e 51 6316 00 951 99 560.. Anticipated expenditures are $32,000.

Sharay Boynton
Executive Director of Finance

## GRANBURY INDEPENDENT SCHOOL DISTRICT

**INTEROFFICE MEMO**

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: July 15, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton
**DATE**: July 1, 2013
**RE**: Building Materials and Supplies
CSP No. 2013-18

**SUMMARY:**

Building materials and supplies for the district are purchased on an as needed basis. A bid was let to provide vendors for miscellaneous building materials and supplies for the 2013-14 school year with the option to renew for two additional one-year terms if agreed to by both parties. The current bid will expire on July 31, 2013. The original term for this bid will be August 1, 2013 to July 31, 2014.

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

Mr. Randy Leach, Facilities Director, reviewed the responses and the following is his recommendation.

**RECOMMENDATION:**

That the Board award to the vendors highlighted on the attached tabulation form for the purchase of building materials and supplies for the period of August 1, 2013 to July 31, 2014

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Randy Leach

Date Submitted: July 1, 2013

# BID FOR BOARD APPROVAL

**Board Meeting Date:** July 15, 2013 **Bid Number:** 2013-18

1. **Item, material or service (specific or classification):** Building Materials

2. **Brief description:** A bid was let asking vendors to quote a percentage discount off catalog/shelf prices for supplies to be purchased on an as needed basis.

3. **Period of time bid covers:** August 1, 2013 to July 31, 2014 with the option to automatic renew for two additional years in one-year increments.

4. **Person and title responsible for the expenditure:** Randy Leach – Director of Facilities

5. **Number of bids notification letters sent to vendors:** 33

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

7. **Listing of recommended vendors and total prices:** The needs of the district vary; therefore, it is necessary to establish a contract with multiple vendors. Recommendation is to award to the following vendors:

   **Brunswick Door Company**
   **Cowtown Materials**
   **Industrial Controls**
   **McCoy's Building Supply**
   **M&R McGuer, LLC dba NAPA Auto Parts**
   **Piper-Weatherford Company**
   **Tractor Supply**
   **University Building Specialities**
   **Woodard Builders Supply**

   It is the recommendation of the Purchasing Department that the person making the purchase, along with the Maintenance Director, compare pricing among several catalogs or vendors to ensure the district is receiving "best value". Expenditures for building materials and supplies are estimated to be $13,991.00.

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

9. **Last bid date (bid of comparable nature within last 5 years):** May, 2010

10. **Percentage increase or decrease from last bid**: Due to the number of items on the bid and a change in some items and brands, a cost comparison was not made.

11. **Budget information:** Expenditures for building materials will be from account code 199 e 51 6316 00 951 99 550. Anticipated expenditures are $13,000.00

Sharay S. Boynton
Executive Director of Finance

## GRANBURY INDEPENDENT SCHOOL DISTRICT

**INTEROFFICE MEMO**

## FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: July 15, 2013
For: Approval

**TO**: Dr. James Largent, Superintendent

**FROM**: Sharay Boynton
**DATE**: July 1, 2013
**RE**: Agreement for the Purchase of Attendance Credits

**SUMMARY:**

The purpose of this agreement is to enable the district to reduce its wealth per weighted student to a level that is not greater than the equalized wealth level as determined by the commissioner of education in accordance with Section 41.002, Education Code.

The voters approved this agreement as one of the methods in which GISD can reduce its wealth per student as required by Chapter 41 of the Texas Education Code. GISD has entered into this agreement each year since the Chapter 41 determination and filed in such a time as the early credit was applicable.

After reviewing the options available, this option is the most viable for GISD. In order to take advantage of the Early Agreement Credit, the attached agreement must be adopted and submitted to TEA by September 1, 2013.

**RECOMMENDATION:**

It is recommended that GISD enter into the attached Agreement for the Purchase of Attendance Credits with the Texas Education Agency for the 2013-14 school year.

Respectfully submitted,

Sharay S. Boynton
Executive Director of Finance

Staff Person Responsible: Sharay Boynton
Dr. James Largent

Date Submitted: July 1, 2013

**OFFICE OF SUPERINTENDENT**

| | |
|---|---|
| **For:** | **Board of Trustees** |
| **Date:** | **June 20, 2013** |
| **Action:** | **Information** |

| | | | |
|---|---|---|---|
| **To:** | **Board of Trustees** | **From:** | **Dr. James M. Largent** |
| | | **Date:** | **July 15, 2013** |
| | | **RE:** | **Policy Update 97** |

**SUMMARY:**

**We have Policy Update 97 for a first look this month. It is attached for your review.**

**Respectfully submitted,**



**Dr. James M. Largent**
**Superintendent**

GRANBURY ISD

*Helping Students Reach New Heights*

# SUPPORT SERVICES

Alicia Hernandez, Director of Support Services

School Board Presentation

July

2013

GRANBURY ISD

*Helping Students Reach New Heights*

# Overview of Support Services

It is the mission of the Support Services department to ensure that all students are fed hot and nutritious meals on a daily basis that comply with State And Federal Guidelines, and that school campuses and district facilities are clean, welcoming for students, employees and visitors.

# Budget 12-13

GRANBURY ISD
*Helping Students Reach New Heights*



| Expenditures: | Child Nutrition | Custodial |
|---|---|---|
| Salaries | $1,261,877 | $1,806,220 |
| Contracted Svcs. | $ 47,378 | $ 16,805 |
| Supplies/Materials | $1,780,931 | $ 114,632 |
| Travel | $ 28,942 | $ 7,746 |
| Equipment | $ 6,775 | $ 723 |
| Total | $3,126,203 | $1,946,126 |

# Staff

GRANBURY ISD
*Helping Students Reach New Heights*



- The Support Service department has 131 employees:
- 1 Director
- 2 Asst. Directors
- 1 Equipment Mechanic
- 4 Central Office Staff
- 10 Cafeteria Managers
- 45 Cafeteria Staff
- 19 Lead Custodian
- 49 Custodians

GRANBURY ISD
*Helping Students Reach New Heights*

# Areas of Responsibility

- Nutrition/Menus
- Federal, State, and Local compliance
- Free & Reduced
- Parent/Student Involvement
- Wellness
- FMNV Policy
- Training
- Marketing
- Catering
- Payroll, Purchasing, Accts. Payable, Financial Stmts.

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# RESPONSIBILITIES –Con't

- Clean, sanitize and maintain all campuses and gym floors as per State and OSHA standards
- Repair gym floors as needed
- Repair and purchase all necessary equipment that is utilized in the custodial operation
- Set up rooms within the school district and work closely with campus administrative staff as well as central office staff to coordinate all district functions

# Healthy Kids

- Every year the child nutrition program provides meals to over 34,000 students from June thru early August
- This year we received over $7,500 in fresh fruits and vegetables from TDA
- Last year we served 34,925 Healthy meals
- This year through 6/25/13 we have served 6,621Healthy meals

# Strategic Plan 2013-14

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- Work on training and compliance for the 2013-2014 state nutrition state audit
- Implement the new Breakfast meal pattern as required by USDA
- Begin implementing the Manager's and Custodial Lead training program
- Continue to work with P.E. and wellness programs to provide nutritional support