Regular

Monday, June 19, 2017 5:00 PM
Granbury ISD Board Room, 217 N. Jones St., Granbury, TX 76048, 217 N Jones 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, Discussion of Employee Evaluation, Reassignment Duties, Discipline, or Dismissal.
   1. Consider Staff Recommendations
   2. Consider Superintendent's Evaluation
   3. Consider Superintendent's Contract
   b. Chapter 551.072 - Purchase, exchange, lease or value of real property
3. **Reconvene in open session - 6:00 PM**
4. **Moment of Silence/Invocation**
5. **Pledges - U.S. Flag & Texas Flag**
6. **Achievement Spotlight**
   a. Granbury High School F1 in Schools and 4 x 4 Challenger Teams
7. **Public comments/audience participation**
8. **Discussion/Action**
   a. Consider Consent Agenda Items
   1. Minutes of the May 15, 2017, Regular Meeting
   2. Minutes of the June 6, 2017, Special Joint Meeting with City Council
   3. Consider Budget Amendments
   4. Consider Approval of CTE Instructional Supplies CSP 2017-1008
   5. Consider Renewal of Online Subscription CSP 2016-16
   6. Consider Renewal of GCA Services Group Contract – Third Addendum to Service Agreement for 9/1/2017 through 8/31/2018
   b. Review TASB's Localized Policy Update 108
   c. Consider Call of November 7, 2017, Board of Trustees Election for the Purpose of Filling Places 1 and 2
   d. Consider Instructional Materials Purchases
   e. Consider Textbook Recycling
   f. Consider Approval of Workers' Compensation Insurance and Interlocal Agreement for 2017-18
9. **Reports**
   a. Superintendent's Report
   b. G2020 Update
   c. Budget Discussion and Update
   d. Financial Statements for Period Ending May 31, 2017
   e. Cash Flow and Investment Reports for Period Ending May 31, 2017
   f. Bond Expenditures Monthly Update for Period Ending May 31, 2017
   g. Report of Categorical Purchases between $50,000 and $100,000 as Required per Board Policy CH (LOCAL)
10. **Consider action on items discussed in closed session**
    a. Chapter 551.074 - Personnel, Discussion of Employee Evaluation, Reassignment Duties, Discipline, or Dismissal.
    1. Consider Staff Recommendations
    2. Consider Superintendent's Evaluation
    3. Consider Superintendent's Contract

b. Chapter 551.072 - Purchase, exchange, lease or value of real property

11. **Adjourn**

Granbury ISD
Superintendent's Goals & Evaluation Instrument

Name: *Dr. James M. Largent* **Date of Review:** *June 19,2017*

Appraisal Period: *July 1, 2016 to June 30, 2017*

Based on available performance information, evaluate the superintendent's effectiveness in meeting each objective. Where applicable, the board should use the data referred to in the item in making its assessment of superintendent performance. A rating shall be assigned to each objective. Comments are encouraged to support each rating but are required on any rating of "Needs Improvement".

Rating Scale:

E	**Exceptional**	**Progress exceeds expectations and criteria noted in the instrument.**
P	**Proficient**	**Progress meets the expectations and criteria noted in the instrument.**
N	**Needs Improvement**	**Progress does not meet the expectations and criteria noted in the instrument.**

Goal 1: Communication

Objective No. 1: The superintendent shall insure effective communication between staff and administration in the decision- making process.

Strategy: Develop and implement a measurable process to gather and deliver employee feedback.

- Campus Surveys
- Exit Interviews
- TTESS Interviews
- Campus Leadership Team Evaluations

Rating: _____

Board Comments:

Superintendent Comments

Behind **Tab 1A** you can see a snapshot of campus information. Some campuses did student surveys, some parents, and some staff needs assessment, so I am just showing you a variety.

Also behind **Tab 1A** you will see campus exit interview data from HR. We are also using first year teacher surveys and are working with principals to address concerns.

We agreed to use the "Great Places to Work" survey, customized for GISD in the Fall of 2017 to get a baseline result on overall staff satisfaction.

Objective No. 2: The superintendent shall increase communications regarding the District's programs and opportunities.

Strategy: Develop materials detailing programs and opportunities provided for students in all grade-levels including, but not limited to:

- Counseling
- CTE
- G/T
- ESL
- UIL
- Bilingual
- Special Education

Rating: _____

Board Comments:

Superintendent Comments

Behind **Tab 1B**, you will find a CTE brochure with a plethora of information.

The GHS counselors have reworked their website to make college information easily available to anyone. Samples are included behind **Tab 1B**.

Our Counselors presented to the board in Spring of 2017 and laid out many of their activities and how they try to reach and help students. GHS is working with Tarleton to create a kiosk in GHS with college information readily available.

We have information on our parent portal of our website that details information on the programs mentioned to the left. See **Tab 1B** for screenshots of these pages.

Behind **Tab 1B** you will also find information on programs and opportunities at the campus level.

Objective No. 3: The superintendent shall study current legislative issues regarding education and inform the School Board and District constituencies on these issues.

Strategy: Provide legislative updates to the Board, District employees, and community after communicating with legislators and studying legislative educational and financial issues.

Rating: _____

Board Comments:

Superintendent Comments

I believe I have addressed this goal through:

-Weekly legislative update to staff
-Legislative visit to Austin
-Regular emails to Sen. and Rep. offices
-Serve on TACS Legislative Committee and participated in weekly phone calls
-Several articles in the HCN and social media regarding legislation and the session.
-Elected to AASA Governing Board as only one of four Supts from Texas.

Goal 2: Instructional Leadership

The superintendent shall provide leadership for an educational system that is based on continuous improvement in student achievement.

Objective No. 1: The superintendent manages an assessment and improvement system for student learning in the major academic subjects that result in the ongoing improvement in student achievement.

Strategies:

- Staff development in areas in need of improvement
- Target ELL and ESL
- Target curriculum in areas that emphasize real-life skills
- Evaluate academic, co-curricular, and extra-curricular activities and seek possible new opportunities for students at all levels.

Rating: _____

Board Comments:

Superintendent Comments

One of our big "wins" this year, academically, was the fact that about 1/3 of our 8th graders at both AMS and GMS took an Algebra I or English I (High School) course and almost 100% of them passed the End of Course exam in those subjects.

Other data is included behind **Tab 2** including staff development information, areas of focus and academic, extra-and co-curricular activities offered at our campuses..

Goal 3: District of Innovation

The superintendent shall use the District of Innovation designation to look for ways to streamline district processes.

Strategies:

- Get board approval and change board policy to reflect elements of District of Innovation as presented by the District of Innovation Committee.
- Address elements of District of Innovation as approved by the board.

Rating: _____

Board Comments:

Superintendent Comments

Behind **Tab 3** you will find our DOI plan. You will also see the board policy changes made to support our DOI plan.

Goal 4: Budgetary Process

The superintendent will establish and oversee a budgetary process that fully funds all programs.

Strategy:

- Prepare a budget to ensure adequate staffing and instructional needs in all areas of academics, fine arts, and co-curricular programs.

Rating: _____

Board Comments:

Overall Comments by Board Members:

Comments by Superintendent:

Superintendent Comments

Dobie Williams and his staff works beginning in February for the upcoming budget process. We will present the new budget recommendation to the Board at the July budget workshop.

Behind **Tab 4** you will find budget process assumptions, the budget calendar and a letter from our auditor giving us a "clean" audit.

For the part of this goal regarding fine arts and co-curricular programs, you can go back to **Tab 2** to see reports on how campuses incorporate art and music and with what frequency.

*Superintendent's Signature*_____ *Date*_____

*Board President's Signature*_____ *Date*_____

Minutes of Regular Meeting
The Board of Trustees
Granbury ISD
May 15, 2017
5:00 PM

A Regular meeting of the Board of Trustees of Granbury ISD was held on Monday, May 15, 2017, beginning at 5:00 PM in the Granbury ISD Board Room, 217 N. Jones, Granbury, TX 76048.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Presiding Officer .....Nancy Alana, President

Board Members Present
Barbara Herrington
Mark Jackson
Chris Tackett
Barbara Townsend
Micky Shearon
Rhonda Rezsofi

Board Members Absent
None

School Officials Present
Dr. James M. Largent Ed.D., Superintendent
Ron Holmgreen, Assistant Superintendent for Administrative Services
Dobie Williams, Assistant Superintendent for Finance & Operations
Wes Jones, Director of Human Resources
Amy Wood, Technology Director
Jeff Meador, Director of Public Information
Faith Barnes, Recording Secretary

Others Present
School Employees
Media
Community Members

Meeting Called to Order
Nancy Alana, President, called the meeting to order at 5:00 p.m. and noted that a quorum of board members were 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 5:01 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 of Trustees reconvened in open session at 5:55 p.m. and took recess until 6:00 p.m.

Moment of Silence/Invocation
Nancy Alana led the invocation.

Pledge - U.S. Flag and Texas Flag
Mambrino Students Alexis Adair, Lily Keisler, Braxton Heffernan, Silas Hughes, and Isabella Vasquez led the Pledges.

Achievement Spotlight

J.C. Campbell and campus principals presented the Memorial Day Campus Essay Contest Winners: Owen Aramburu, Sarah Boyd, Silas Hughes, Brasen Moore, and Tyler Rodgers to the board.

Assistant Superintendent Ron Holmgreen and Curriculum Director Sharon Williams presented the Granbury ISD Nurses: Tracy Ashmore, Lauren Bruner, Dana Bunker, Kim Drysdale, Janet Kidder, Melisa Monson, Stephanie Ore, Elizabeth Perchard, and Amanda Sherley to the board.

Grabury High School Principal Jeremy Ross presented the Granbury High School Class of 2017 Valedictorian and Salutatorian: Emma McKelvain and Blake Steinmann to the board.

Lt. Col. Scott Casey and First Sgt. Johnny Rositas presented the Granbury Marine Corps JROTC Rifle Team Members: Trinity Hathaway, Allison Henry, Clarissa Layland, Tamara Peters, Brittney Pinckard, Elizabeth Plecity, Jakob Rankin, and Makenize Sheffield to the board.

Public comments/audience participation
None

Discussion/Action

Consider Consent Agenda Items
A motion was made by Micky Shearon and seconded by Mark Jackson to approve the consent agenda items as presented:1.Minutes of the April 17, 2017, Regular Meeting; 2.Consider Budget Amendments; 3.Consider Approval of Child Nutrition Equipment Purchase RFP #2017-1007 & RFP #2017-1002; and 4. Consider Renewal of Student Insurance CSP 2015-09.
Motion Carried: 7 Yes – 0 No

Consider Revisions to EIC (LOCAL) Policy
A motion was made by Mark Jackson and seconded by Barbara Herrington to approve the revisions to EIC (LOCAL) Policy as presented.
Motion Carried: 7 Yes – 0 No

Consider Granbury ISD's Position Regarding Hood County Appraisal District

A motion was made by Barbara Herrington and seconded by Rhonda Rezsofi to approve Granbury ISD's Position Regarding Hood County Appraisal District as presented.

Motion Carried: 7 Yes – 0 No

Consider Contract with Right at School, to Manage Extended Day Programs for GISD

No action taken.

Consider Designation of Board Representative for the Granbury Education Foundation

A motion was made by Mark Jackson and seconded by Barbara Herrington to designate Rhonda Rezsofi as the 2017-18 Board Representative for the Granbury Education Foundation as presented.

Motion Carried: 7 Yes – 0 No

Consider Approval of Additional Summer Projects and Consider Approval of Budget Amendments for Additional Summer Projects

A motion was made by Barbara Herrington and seconded by Micky Shearon to approve the Additional Summer Projects and Budget Amendments for Additional Summer Projects as presented.

Motion Carried: 7 Yes – 0 No

Consider Depository Services RFP

A motion was made by Micky Shearon and seconded by Rhonda Rezsofi to approve the contract for depository services to Plains Capital Bank for the initial period of September 1, 2017 to August 31, 2019.Mark Jackson dismissed himself from the discussion and took no part in the consideration of this motion.

Motion Carried: 6 Yes – 0 No – 1 abstained

Consider Region 10 Multi Region Purchasing Cooperative 2017-2018

A motion was made by Barbara Herrington and seconded by Micky Shearon to Consider Region 10 Multi Region Purchasing Cooperative 2017-2018 as presented.

Motion Carried: 7 Yes – 0 No

Consider Breathalyzing Students who Attend Granbury High School Prom

A motion was made by Mark Jackson and seconded by Barbara Herrington to Consider Breathalyzing Students who Attend Granbury High School Prom as presented.

Motion Carried: 4 Yes – 3 No

Reports

Superintendent's Report

Superintendent Dr. Largent had no new information to report.

Naturally Slim Foundations Post Program Report

Director of Human Resources Wes Jones presented Naturally Slim Foundations Post Repot to the board.

Athletic Report

Athletic Director Dwight Butler presented the 2016-17 Athletic Report to the board.

Financial Statements for Period Ending April 30, 2017

Assistant Superintendent Dobie Williams presented the Financial Statements for Period Ending April 30, 2017, to the board.

Cash Flow and Investment Reports for Period Ending April 30, 2017

Assistant Superintendent Dobie Williams presented the Cash Flow and Investment Reports for Period Ending April 30, 2017, to the board.

Bond Expenditures Monthly Update for Period Ending April 30, 2017

Assistant Superintendent Dobie Williams presented the Bond Expenditures Monthly Update for Period Ending April 30, 2017, to the board.

Report of Categorical Purchases between $50,000 and $100,000 as Required per Board Policy CH (LOCAL)

Assistant Superintendent Dobie Williams presented the Report of Categorical Purchases between $50,000 and $100,000 as Required per Board Policy CH (LOCAL) to the board.

Cooperative Management Fee Report for FY 2015-16

Assistant Superintendent Dobie Williams presented the Cooperative Management Fee Report for FY 2015-16 to the board.

Consider action on items discussed in closed session

Chapter 551.074 - Personnel, Discussion of Employee Evaluation, Reassignment Duties, Discipline, or Dismissal.

Consider Staff Appointments and Probationary Contract Recommendations

A motion was made by Mark Jackson and seconded by Barbara Townsend to approve staff appointments and contract recommendations as presented.

Motion Carried: 7 Yes – 0 No

Chapter 551.072 - Purchase, exchange, lease or value of real property

No action taken.

Adjourn

There being no further business, the meeting was adjourned at 8:10 p.m.

_____ _____

Nancy Alana, President Barbara Herrington, Board Secretary

Granbury ISD
Board of Trustees
Minutes of Special Joint Meeting
June 6, 2017

A Special Joint of the Board of Trustees of Granbury ISD and Granbury City Council was held Tuesday, June 6, 2017, beginning at 4:00 p.m. in the Granbury City Hall, 116, W. Bridge St., Granbury Texas 76048.

Presiding Officer.....Nancy Alana, President

Board Members Present

Mark Jackson
Barbara Herrington
Barbara Townsend
Micky Shearon
Rhonda Rezsofi (arrived at 4:20 p.m.)

Board Members Absent

Chris Tackett

School Officials Present

Dr. James M. Largent, Superintendent
Jeff Meador, Director of Public Information
Faith Barnes, Recording Secretary

Others Present

School Employees
Media
Community Members

Meeting Called to Order

Nancy Alana, President, called the meeting to order at 4:02 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 4:03 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 of Trustees reconvened in open session at 5:08 p.m.

Discussion/Action

Consider and Take Action, if any, items discussed in closed session

No action taken.

Adjournment

There being no further business, the meeting was adjourned at 5:08 a.m.

Mark A. Jackson, President	Barbara Herrington, Board Secretary

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 19, 2017
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
Asst. Supt. for Finance and Operations
DATE: June 12, 2017
RE: Budget Amendments

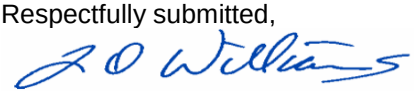
SUMMARY:

Attached are the monthly general fund budget amendments for Board approval. The first page is the budget amendment for the current period and indicates any increases to revenue as well as increases/decreases to each function and the overall net effect of the amendment totals to the budget. For convenience, the budget amendments that will generate new revenue (i.e. campus book fairs, etc.) or are the result of donations made to GISD, have been highlighted in green so that the board may recognize these donations and efforts if they so choose. The summary page that indicates how the current amendments will impact the overall general fund budget as well as how previous amendments have impacted the budget is included under an action item later in the agenda since budget amendments for summer projects are being submitted as a separate action item that will require board discussion and approval.

RECOMMENDATION:

I recommend the Board approve the amendments as presented.

Respectfully submitted,



Assistant Superintendent for Finance and Operations

Staff Person Responsible: Dobie Williams
Emmett Whitefield

Date Submitted: June 12, 2017

2016-2017
Budget Amendment #10

	June Proposed Budget Amendment #10	Increase	Decrease	Net Effect
Object	**Revenue**			
5700	Revenue Generated	30,238	0	
5800		0	0	
5900		0	0	
	Total	**30,238**	**0**	**30,238**
Function	**Expenses**			
11	Mambrino - Amend funds for student travel donated by campus PTO	516	0	
	Business Office - Amend funds for increase in the G/T and ESL program	0	10,600	
	GHS - Amend funds for Band staff development	0	1,125	
	Business Office - Amend funds for year end postage	0	7,000	
	Special Ed - Amend funds for testing kits and protocols	0	16,500	
	Athletics - Amend funds for new GHS football uniforms	0	3,362	
	Technology - Amend funds for year end Xerox and student technology	53,081	0	
	Overall effect on Function 11	**53,597**	**38,587**	**15,010**
12	Technology - Amend funds for year end Xerox and student technology	0	1,253	
	Overall effect on Function 12	**0**	**1,253**	**(1,253)**
13	Business Office - Amend funds for increase in the G/T program	10,600		
	GHS - Amend funds for Band staff development	1,125	0	
	Business Office - Amend funds for Administration coffee service	0	150	
	Technology - Amend funds for year end Xerox and student technology	0	74	
	Overall effect on Function 13	**11,725**	**224**	**11,501**
21	Business Office - Amend funds for Administration coffee service	0	150	
	Technology - Amend funds for year end Xerox and student technology	824	0	
	Overall effect on Function 21	**824**	**150**	**674**
23	Technology - Amend funds for year end Xerox and student technology	0	13,666	
	Overall effect on Function 23	**0**	**13,666**	**(13,666)**
	GHS - Amend funds for AP test grading received from participants	28,622	0	
	Special Ed - Amend funds for testing kits and protocols	16,500	0	
31	Technology - Amend funds for year end Xerox and student technology	0	17,780	
	Overall effect on Function 31	**45,122**	**17,780**	**27,342**
32	**Overall effect on Function 32**	**0**	**0**	**0**
33	Technology - Amend funds for year end Xerox and student technology	0	8,000	
	Overall effect on Function 33	**0**	**8,000**	**(8,000)**
34	Technology - Amend funds for year end Xerox and student technology	0	670	
	Overall effect on Function 34	**0**	**670**	**(670)**
36	Athletics - Amend funds supplies and travel donated by the Girls Golf Booster Club	1,100	0	
	Athletics - Amend funds for new GHS football uniforms	9,586	0	
	Technology - Amend funds for year end Xerox and student technology	1,458	0	
	Overall effect on Function 36	**12,144**	**0**	**12,144**
41	Business Office - Amend funds for Administration coffee service	900	0	
	Business Office - Amend funds for year end postage	7,000	0	
	Technology - Amend funds for year end Xerox and student technology	0	6,807	
	Overall effect on Function 41	**7,900**	**6,807**	**1,093**
51	Business Office - Amend funds for Administration coffee service	0	300	
	Technology - Amend funds for year end Xerox and student technology	0	6,753	
	Overall effect on Function 51	**0**	**7,053**	**(7,053)**
52	Athletics - Amend funds for new GHS football uniforms	0	1,724	
	Technology - Amend funds for year end Xerox and student technology	0	360	
	Overall effect on Function 52	**0**	**2,084**	**(2,084)**
53	Business Office - Amend funds for Administration coffee service	0	150	
	Overall effect on Function 53	**0**	**150**	**(150)**
61	Business Office - Amend funds for Administration coffee service	0	150	
	Athletics - Amend funds for new GHS football uniforms	0	4,500	
	Overall effect on Function 61	**0**	**4,650**	**(4,650)**
71	**Overall effect on Function 71**	**0**	**0**	**0**
81	**Overall effect on Function 81**	**0**	**0**	**0**
91	**Overall effect on Function 91**	**0**	**0**	**0**
93	**Overall effect on Function 93**	**0**	**0**	**0**
99	**Overall effect on Function 99**	**0**	**0**	**0**
	Total	**131,312**	**101,074**	**30,238**

Granbury Independent School District

Fiscal Year 2016-2017

		Adopted Budget	Prior Budget Amendments	Budget Amendment 5/15/2017 (SP)	Revised Budget
	REVENUE				
5700	Local Revenue	50,857,627	53,830	30,238	50,941,695
5800	State Revenue	8,612,158	0	0	8,612,158
59/7900	Federal Programs/Other Sources	955,000	0	0	955,000
	Total	**$60,424,785**	**53,830**	**30,238**	**$60,508,853**
	EXPENDITURES				
11	Instruction & Instr. Related Services	32,850,459	(166,040)	15,010	32,699,429
12	Instructional Resources & Media Serve	735,824	1,000	(1,253)	735,571
13	Curriculum & Instr. Staff Development	838,917	63,892	11,501	914,310
21	Instructional Leadership	624,953	8,669	674	634,296
23	School Leadership	3,484,920	(3,325)	(13,666)	3,467,929
31	Guidance, Counseling & Evaluation Serve	2,639,668	(405)	27,342	2,666,605
32	Social Work Services	65,000	0	0	65,000
33	Health Services	417,991	30,875	(8,000)	440,866
34	Student (Pupil) Transportation	2,846,945	444	(670)	2,846,719
35	Food Service	0	0	0	0
36	Co curricular/Extracurricular Activities	1,906,998	69,250	12,144	1,988,392
41	General Administration	2,426,686	(3,600)	1,093	2,424,179
51	Plant Maintenance and Operations	6,131,240	460,751	(7,053)	6,584,938
52	Security & Monitoring Services	281,286	27,466	(2,084)	306,668
53	Data Processing Services	1,285,640	(2,848)	(150)	1,282,642
61	Community Services	109,587	0	(4,650)	104,937
71	Debt Service (M&O)	0	0	0	0
81	Facilities Acquisition	0	248,410	0	248,410
91	Contracted Instruction Services - Chapter 41	2,913,171	0	0	2,913,171
93	Shared Services Arrangement	25,500	(14,200)	0	11,300
99	Other Governmental Charges	840,000	0	0	840,000
00	Other Uses	0	0	0	0
	Total Budgeted Expenditures	**$60,424,785**	**720,339**	**30,238**	**$61,175,362**
	Excess Revenue over (Under) Expenditures	**0**	**(666,509)**	**0**	**(666,509)**

Prepared by:
D Williams
E Whitefield

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 19, 2017
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Houcine Chraibi
DATE: June 8, 2017
RE: CTE Instructional Supplies

SUMMARY:

A proposal was let to provide catalog discounts for CTE Instructional Supplies on as needed basis. The proposal CSP #2017-1008 was posted on the Granbury ISD electronic bidding system and advertised in the Hood County News. Responses were due May 26, 2017. The initial term will be from written notification of award through May 31, 2018 with the option to renew for two additional years in one-year increments.

A summation of the process and outcome as well as a copy of the tabulation is attached for your review. Purchases will be on as needed basis, the catalog discounts offered range from 0% to 70%.

The submissions were reviewed by Mrs. Judy Gentry, CTE Director, the following is her recommendation for award.

RECOMMENDATION:

It is recommended the Board approve all 63 responsive bidders identified on the attached tabulation as approved vendors for the purchase of CTE supplies and equipment for the period from written notification of award to May 31, 2018. Estimated expense will be approximately $300,000.

Respectfully submitted,

Assistant Superintendent for Finance and Operations

Staff Person Responsible: Judy Gentry
Houcine Chraibi
Debbie Johnson

Date Submitted: June 8, 2017

BOARD APPROVAL FORM

Board Meeting Date: June 19, 2017 **Bid Number:** RFP #2017-1008

1. **Item, material or service (specific or classification):** CTE Instructional supplies

2. **Brief description:** A proposal was let to provide CTE Instructional Supplies on as needed basis for Granbury Independent School District. Vendors submitted catalog discount on supplies and equipment for the career tech program to be purchased on an as needed basis.

3. **Period of time bid covers:** From written notification of award through May 31, 2018

4. **Person and title responsible for the expenditure:** Judy Gentry – Director of CTE

5. **Notification process:** An email was sent electronically through our e-bid system to 282 vendors that registered for the category of instructional supplies, it was advertised in the Hood County News.

6. **Number of bids received from vendors:** 63 responses

7. **Listing of recommended vendors and total prices:**

   It is the recommendation of Mrs. Gentry the Board award the purchase of supplies and equipment for the CTE program to all responsive vendors on the tabulation. A multiple award is recommended to give the teachers a greater selection of vendors to meet their needs. Estimated expense will be approximately $300,000.

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

9. **Last bid date (bid of comparable nature within last 5 years):** May 26, 2015

10. **Percentage increase or decrease from last bid**: N/A

11. **Budget information:** Expenditures for purchase will come from budgeted funds.



Dobie Williams
Assistant Supt. for Finance & Operations

1	Please submit your discount (0% is accepted value)							
	Supplier	**QTY**	**UOM**	**Percent Off**	**Extended**	**Supplier Notes**	**Manufacturer**	**Manuf Num**
	Troxell Communications, Inc.	1	EA	70		Discounts can vary from 0-70% off List Price		
	School Specialty Inc	1	EA	35		35% off Supplies, 12% off Furniture, free nc		
	Perfection Learning Corp.	1	EA	35		30% discount off of publisher list price on ir		
	Fisher Scientific Company LLC (F	1	EA	30				
	Magazine Subscription Service A	1	EA	30				
	Goodheart-Willcox Publisher (Tł	1	EA	25		Discount of 25% reflects percentage off list		
	Express Booksellers (Express Bo	1	EA	25		Express Booksellers is a book distributor ab		
	Sebco Books (Library Sales, Inc.)	1	EA	25				
	Peripole, Inc.	1	EA	20		20% off, plus shipping. Refer to Peripole Ca		
	Triarco Arts & Crafts LLC	1	EA	20		20% discount is taken off the ”RED” printed		
	Asel Art supply	1	EA	20				
	Audio Resource Group, Inc	1	EA	20				
	EARLY CHILDHOOD LLC. dba:Dis	1	EA	18				
	School Health Corporation	1	EA	13		Some exclusions apply		
	Alamo Classroom Solutions (PD	1	EA	10		10% discount off catalog and website - free		
	Textbook Warehouse (Textbook	1	EA	10		10% off Catalog-Used and New Textbooks, '		
	Schoolhouse Audio-Visual (Instr	1	EA	10				
	Learning ZoneXpress (Learning Z	1	EA	10				
	School Zone Publishing	1	EA	10				
	Carolina Biological Supply Comp	1	EA	5		Please see attached Carolina Proposal Lette		
	MIDWEST TECHNOLOGY PRODU	1	EA	5		DISCOUNT DOES NOT APPLY TO 3D PRINTEI		
	Positive Promotions, Inc.	1	EA	5				
	CCS PRESENTATION SYSTEMS (B	1	EA	5		All discounts range from 5% - 35% dependi		
	B.E. Publishing	1	EA	5				
	Lakeshore Learning Materials (L	1	EA	5		5% Discount on all items		
	Kaduceus Holdings Inc	1	EA	5				
	Hertz Furniture Systems	1	EA	2		Hertz Furniture Catalog and Website***htt		
	Pitsco Education	1	EA	2				
	Charter Textbooks, Walker Book	1	EA	0		0-80% discount depending on items and qu		
	Greens Welding Supply, INC	1	EA	0				
	Certiport, a business of NCS Pea	1	EA	0		Catalog is attached as 170524 Certiport Pric		
	Learning Farm, LLC.	1	EA	0				
	NewPath Learning	1	EA	0		Please note - volume discounts will apply. I		
	Technical Laboratory Systems, I	1	EA	0				
	Final Graphic	1	EA	0		Final Graphic is a leading provider of K-12 T		
	Pearson Education, Inc.	1	EA	0				

Education Galaxy LLC	1	EA	0	
Frog Street Press, Inc.	1	EA	0	
Davis Publications, Inc.	1	EA	0	
CEV Multimedia, Ltd.	1	EA	0	
Prestwick House Inc	1	EA	0	
NWA3D (NWA3D LLC)	1	EA	0	
Teaching Systems, Inc.	1	EA	0	Educational Pricing already discounted.
Cengagae Learning, Inc.	1	EA	0	*Estimated delivery is 10% of the total orde
Teacher Created Materials	1	EA	0	
AIMS Education Foundation	1	EA	0	All of our products are Math and Science Di
PENN STATE INDUSTRIES	1	EA	0	
Saddleback Educational, Inc.	1	EA	0	
Audio Visual Aids (Audio Visual A	1	EA	0	District prices reflect up to 35% off M.S.R.P
Pivot Point International	1	EA	0	
SmartSchool Systems	1	EA	0	
Teachers Discovery Inc (America	1	EA	0	
Apex Learning	1	EA	0	One (1) Unlimited Enrollment Subscription
Rochester 100 inc.	1	EA	0	
Prufrock Press Inc	1	EA	0	
Classroom Products LLC	1	EA	0	
Perma-Bound Books (Hertzberg	1	EA	0	Prices in Perma-Bound catalogs and on our
3D Molecular Designs LLC	1	EA	0	We do offer volume discounts. Please see a
Spirit Monkey, LLC	1	EA	0	

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GRANBURY INDEPENDENT SCHOOL DISTRICT
INTEROFFICE MEMO
FINANCE AND BUSINESS AFFAIRS

To:	Board of Trustees
Date:	June 19, 2017
For:	Approval

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: June 12, 2017
RE: Online Subscriptions, Software and Management Solutions CSP 2016-06 Renewal

SUMMARY:

A proposal was let to provide vendors for online subscriptions, software and management solutions to be purchased on an "as needed" basis. Vendors were asked to quote a percentage discount from catalog, or published price list. Proposals were due July 12, 2016. The original term was from written notification of award through June 30, 2017. The proposal included the option to renew for two additional one-year terms, this will be the first renewal option.

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

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

RECOMMENDATION:

It is recommended the Board of Trustees approve the following vendors for the renewal period from July 1, 2017 through June 30, 2018 for purchases on an as needed basis. Approximate annual expenditures under this contract will be $60,000 - $100,000. Learning Bird Corporation did not agree to the renewal.

All Players Network, Inc. dba Rank One Sport, Atomic Learning, LLC, Cengage Learning, Inc. (Gale Division), CEV Multimedia, LTD, Edgenuity, Inc., Eduphoria!, Inc., Facts On File, Inc., Follett School Solutions, Inc., Houghton Mifflin Harcourt, Imagination Station, Inc. dba Istation, IXL Learning, Inc., Peoples Education, Inc. dba Mastery Education, McGraw-Hill School Education, LLC, Mitinet, Inc., Renaissance Learning, Inc., Teaching Systems, Inc., The Curriculum Center for Family and Consumer Sciences, Triumph Learning, LLC, World Book, Inc.

Respectfully submitted,

D Williams

Asst. Superintendent for Finance and Operations

Staff Person Responsible: Sharon Williams
Debbie Johnson
Houcine Chraibi

Date Submitted: June 12, 2017

BID FOR BOARD APPROVAL ORIGINAL AWARD

Board Meeting Date: August 22, 2016

Bid Number: 2016-06 Online Subscriptions, Software and Management Solutions

1. **Item, material or service (specific or classification):** Online subscriptions, software and management solutions.

2. **Brief description:** A proposal was let to provide vendors for the purchase of online subscriptions, software and management solutions to be purchased on an as needed basis. Vendors were asked to quote a fixed rate percentage discount from catalog, price lists or web site pricing.

3. **Period of time bid covers:** From written notification of award through June 30, 2017 with the option to renew for two additional one-year periods

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

   Sharon Williams – Director of Curriculum

5. **Number of bid notification letters sent to vendors:** 78

6. **Number of bids received from vendors:** 20, 3 after the deadline.

7. **Listing of recommended vendors and total prices**: It is recommended the following vendors be awarded for an estimated annual expenditure of $100,000 - $175,000.

   All Players Network, Inc. dba Rank One Sport, Atomic Learning, LLC., Cengage Learning, Inc. (Gale Division), CEV Multimedia, Ltd., Edgenuity, Inc., Eduphora!, Inc., Facts on File, Inc., Follett School Solutions, Inc., Houghton Mifflin Harcourt, Istation, IXL Learning, Inc., Learning Bird, Corp., Peoples Education, Inc. dba Mastery Education, McGraw-Hill School Education, LLC., Mitinet, Inc., Renaissance Learning, Inc., Teaching Systems, Inc., Family and Consumer Sciences, Triumph Learning, World Book, Inc.

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

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

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

11. **Budget information:** Purchases will be made from budgeted funds across the district.



Dobie Williams
Assistant Superintendent for Finance and Operations

ONLINE SUBSCRIPTIONS, SOFTWARE AND MANAGEMENT SOLUTIONS 2016-06

		All Players Network, Inc. Dba Rank One Sport	Atomic Learning, LLC	Cengage Learning, Inc. (Gale Division)	CEV Multimedia, Ltd.	Edgenuity, Inc.	Eduphoria!, Inc.	Facts on File, Inc.
1)	Indicate the percentage discount from the catalog or published price list that your company will offer Granbury ISD.	0%	15%	0%	0%	0-20%	0%	10%
2)	If a flat percentage discount is not available for all products/services, provide a list of items/categories that are an exception and indicate the discount percentage for those products/services.	n/a	price sheet attached to proposal	n/a	n/a	Please see tab 3 (in proposal booklet) for list of all categories and discounts.	n/a	Bundle/package discounted pricing available upon request.
3)	If your company requires a minimum order amount, indicate that minimum amount:	0	n/a	n/a	n/a	No minimum order	0	n/a
4)	All purchases will be made with a purchase order. Does your company accept purchase orders by							
	By Email	Yes	Yes	Yes	Yes accounting@cevmultimedia.com	Yes ar@edgenuity.com	Yes sales@eduphoria.net	Yes
	By Fax	Yes	Yes 603-215-0106	Yes 800-414-5043	Yes 800-243-6398	Yes 480-423-0213	Yes 214-291-5255	Yes
	Online with a PO number?	Yes	No	No	No	No	No	n/a
	Will online orders reflect the discount from #1 to GISD?	Yes	No	Yes	Yes	n/a	n/a	Yes
	If no, will the percentage discount be reflected on the invoice?		Yes		n/a	n/a	n/a	n/a
5)	Is there a specail code number or reference number that must appear on all purchase orders to ensure discounts are applied to the purchase?	No	n/a	n/a	Yes	Yes	No- just district name	n/a

		All Players Network, Inc. Dba Rank One Sport	Atomic Learning, LLC	Cengage Learning, Inc. (Gale Division)	CEV Multimedia, Ltd.	Edgenuity, Inc.	Eduphoria!, Inc.	Facts on File, Inc.
	If yes, indicate the code/reference number here:				CSP 2016-06	RFP Bid #2016-06 or applicable Edgenuity quote number.	District name	
6)	Provide your company website address here:	www.rankonesport.com	www.atomiclearning.com	www.gale.cengage.com	www.icevonline.com	www.edgenuity.com	www.eduphoria.net	www.infobase.com
7)	Account representative for Granbury ISD:							
	Name	All Players Network, Inc. dba Rank One Sport	Laurie Davis	Kathy Tran	CEV Multimedia, Ltd.	Edgenuity, Inc.	Mary Keith	Daniel Rivera
	Address	18400 Creekview Rd. Sanger, TX 76266	15088 22nd Ave NE Little Falls, MN 56345	27500 Drake Rd. Farmington Hills, MI 48331	1020 SE Loop 289 Lubbock, TX 79404	8860 E. Chaparral Road, Ste. 100	1700 Alma Drive, Ste 410 Plano, TX 75075	132 West 31st St. 16th Fl New York, NY 10001
	Phone	940-594-5961	866-259-6890 ext 153	800-877-4253 ext 2278	800-922-9965	480-423-0118	972-478-1527	800-322-8755 ext 4358
	Fax	940-458-7364	603-215-0106	800-414-5043	800-243-6398	480-423-0213	214-291-5255	212-313-9456
	Email	bmann@rankonesport.com	idavis@atomiclearning.com	kathy.tran@cengage.com	accounting@cevmultimedia.com	rfps@edgenuity.com	sales@eduphoria.net	drivera@factsonfile.com
8)	Has your company done business with Granbury ISD in the past?	No	Yes	Yes CSP 2014-16	Yes	Edgenuity has not done business with Granbury ISD in the past.	Yes	Approved but no activity
	How many years?		3		4	n/a	since 2009 (6 yrs)	
	What dollar volume?		$40,000.00		$16,000.00		$10,000.00 year	
9)	Is your copany a Minority Business Enterprise (MBE), WBE, SBE, HUB?	No	No	No	No	No	No	No
	Certificates included:							
10)	Does your company allow product returns?	n/a	n/a	n/a	Yes	Not Applicable	n/a	No
	If yes, is there a restocking fee?		n/a		0. No charge for cancellation within 30 days of receipt of purchase order. No cancellation or refund after 30 days of receipt of purchase order.			

		All Players Network, Inc. Dba Rank One Sport	Atomic Learning, LLC	Cengage Learning, Inc. (Gale Division)	CEV Multimedia, Ltd.	Edgenuity, Inc.	Eduphoria!, Inc.	Facts on File, Inc.
11)	Indicate the online subscription, software or management solutions your company can provide:							
	Online Curriculum Software:				Agriscience; business/marketing; careers; FACS; health science; architecture/construciton; law/public safety	Please see Tab 2 (of proposal) for full Texas Course list and Program Offerings.	All Subjects	
	Database Subscriptions:							All Subjects
	Online Certification Exam Vouchers				Same			
	Online Certification Exams				Same			
	Online Curriculum Assessment					Please see Tab 2 (of proposal) for full Texas Course list and Program Offerings.	All Subjects	
	Web Hosting						All Subjects	
	Online School or College Readiness Programs		On-line College & Career Readiness Courses			Please see Tab 2 (of proposal) for full Texas Course list and Program Offerings.		
	Online Communications							
	Subscriptions for Online Services/Products	Web-based athletic dept. software	On-line instructional practice, engagement & digital literacy, technology use, college & career readiness, student safety awareness, accessible instruction and customized learning.		Same	Please see Tab 2 (of proposal) for full Texas Course list and Program Offerings.	All Subjects	All Subjects
	Assistive Technologies		On-line accessiblity & assistive technology courses.					
	Online Curriculum Delivery					Please see Tab 2 (of proposal) for full Texas Course list and Program Offerings.		
	Online Curriculum Reporting						All Subjects	
	Online Tutorials		On-line instructional practice, engagement & digital literacy, technology use, college & career readiness, student safety awarness, accessible instruction and customized learning.			Please see Tab 2 (of proposal) for full Texas Course list and Program Offerings.		All Subjects

		All Players Network, Inc. Dba Rank One Sport	Atomic Learning, LLC	Cengage Learning, Inc. (Gale Division)	CEV Multimedia, Ltd.	Edgenuity, Inc.	Eduphoria!, Inc.	Facts on File, Inc.
	Online Education Curriculum				Same	Please see Tab 2 (of proposal) for full Texas Course list and Program Offerings.		All Subjects
	Online Periodicals							
	Library Database Subscriptions			Content areas cover a wide range of general interest topics and academic disciplines (science, history, government, literature, business, current events, the arts and so on)				All Subjects
	Library Management							
	Textbook Management							
	Other:					Please see Tab 2 (of proposal) for full Texas Course list and Program Offerings.		
	EPCNT:	Yes	Yes	Yes Agencies that wish to participate must still contact with Cengage Learning directly to receive services.	Yes	Yes	Yes	Yes

		All Players Network, Inc. Dba Rank One Sport	Atomic Learning, LLC	Cengage Learning, Inc. (Gale Division)	CEV Multimedia, Ltd.	Edgenuity, Inc.	Eduphoria!, Inc.	Facts on File, Inc.
	DEVIATIONS:	No	No	No A copy of our subscription and hosting services agreement is provided. A copy of the Cengage Learning Virtual Reference Library Terms and Conditions is also provided.	No	Yes Please see attached document for list of standards and deviations. (Tab 1)	No	No

		Follett School Solutions, Inc.	Houghton Mifflin Harcourt	Istation	IXL Learning, Inc.	Learning Bird, Corp.	Peoples Education, Inc. dba Mastery Education	McGraw-Hill School Education, LLC
1)	Indicate the percentage discount from the catalog or published price list that your company will offer Granbury ISD.	0%	0%	0%	0%	15% $16.00 per student per year grades 6-12	0%	0%
2)	If a flat percentage discount is not available for all products/services, provide a list of items/categories that are an exception and indicate the discount percentage for those products/services.	n/a	n/a	n/a	n/a	n/a	N/A 0% Discount	n/a
3)	If your company requires a minimum order amount, indicate that minimum amount:	n/a	$10.00	none	$249.00	$1,500.00	30 qty per subscription of individual student licenses	None
4)	All purchases will be made with a purchase order. Does your company accept purchase orders by							
	By Email	Yes fssorders@follett.com	Yes k12orders@hmhco.com	Yes ssr@istation.com	Yes orders@ixl.com	Yes	Yes bdexter@masteryeducation.com	Yes orders_mhe@mheducation.com
	By Fax	yes 800-852-5458	Yes 800-269-5232	Yes 214-291-5534	Yes 650-372-4301	Yes	Yes 201-712-0045	Yes 800-953-8691
	Online with a PO number?	No	n/a	No	n/a	Yes	Yes	No
	Will online orders reflect the discount from #1 to GISD?	No	Yes	n/a	Yes	Yes	N/A no discount	No
	If no, will the percentage discount be reflected on the invoice?	No	n/a	Yes	n/a	n/a	N/A no discount	No
5)	Is there a specail code number or reference number that must appear on all purchase orders to ensure discounts are applied to the purchase?	n/a	n/a	Yes	n/a	n/a	N/A	No

		Follett School Solutions, Inc.	Houghton Mifflin Harcourt	Istation	IXL Learning, Inc.	Learning Bird, Corp.	Peoples Education, Inc. dba Mastery Education	McGraw-Hill School Education, LLC
	If yes, indicate the code/reference number here:			2016-06	n/a	n/a		
6)	Provide your company website address here:	www.follettlearning.com	http://forms.hmhco.com/virtual-catalog	www.istation.com	www.ixl.com	www.learningbird.com	www.masteryeducation.com	www.mheducation.com/prek-12.com
7)	Account representative for Granbury ISD:							
	Name	Tami Solum	Melissa Ballentine	Istation	Ian Moore	Michael Campbell	Torey Page - Mastery Education	Kim Julius
	Address	1340 Ridgeview Drive McHenry, IL 60050	2700 La Frontera Blvd. Round Rock, TX 78681	8150 North Central Expressway Dallas, TX 75206	777 Mariners Island Blvd. Ste 600 San Mateo, CA 94404	1212 Lincoln Ave. Fox River Grove, IL 60021	299 Market St. 240 Saddle Brook, NJ 07663	C/O 8787 Orion Place Columbus, OH 43240
	Phone	877-899-8550 ext 46452	512-721-7212	866-883-7323	650-372-4042	224-357-8283	817-600-0219	817-988-1857
	Fax	800-852-5458	512-721-7728	214-291-5534	650-372-4301	630-626-4030 x802	201-712-0045	800-953-8691
	Email	tsolum@follett.com	melissa.ballentine@hmhco.com	proposals@istation.com	ianm@ixl.com	michael@learningbird.com	tpage@masteryeducation.com	kim.julius@mheducation.com
8)	Has your company done business with Granbury ISD in the past?	Yes	Yes	Yes	n/a	Zero	Yes	Yes
	How many years?	16	10+	7	n/a		14 yrs	Since at least 2010
	What dollar volume?	$430,962.34		approx. $200,000.00	n/a		2015: $40,782.39	2010-2016: $241,523.00
9)	Is your copany a Minority Business Enterprise (MBE), WBE, SBE, HUB?	No	No	No	No	No	No	No
	Certificates included:							
10)	Does your company allow product returns?	Yes	Yes	Yes	Yes	n/a	Yes	Yes
	If yes, is there a restocking fee?	n/a	Damaged or wrong products. Please contact customer services regarding returns at 800-228-5425.	No	No		Unopened pkgs in saleable condition may be returned for credit (less S&H) within 30 days of shipment. No partial credits.	No

		Follett School Solutions, Inc.	Houghton Mifflin Harcourt	Istation	IXL Learning, Inc.	Learning Bird, Corp.	Peoples Education, Inc. dba Mastery Education	McGraw-Hill School Education, LLC
11)	Indicate the online subscription, software or management solutions your company can provide:							
	Online Curriculum Software:			Reading, Math, Spanish		Science, math, english, language, arts for grades 6-12	Reading, Math, Science	X
	Database Subscriptions:						Reading, Math, Science	
	Online Certification Exam Vouchers							
	Online Certification Exams							
	Online Curriculum Assessment		Please see attached catalog listing for content areas we provide.	Reading, Math, Spanish			Reading, Math, Science	
	Web Hosting							
	Online School or College Readiness Programs						Reading, Math, Science	X
	Online Communications							
	Subscriptions for Online Services/Products		Please see attached catalog listing for content areas we provide.	Reading, Math, Spanish			Reading, Math, Science	X
	Assistive Technologies			Reading, Math, Spanish				
	Online Curriculum Delivery			Reading, Math, Spanish		TEKS/STAAR aligned curriculum for grade 6-12 w/quizzes		X
	Online Curriculum Reporting			Reading, Math, Spanish			Reading, Math, Science	X
	Online Tutorials		Please see attached catalog listing for content areas we provide.			For grades 6-12 in math, science, and english		

		Follett School Solutions, Inc.	Houghton Mifflin Harcourt	Istation	IXL Learning, Inc.	Learning Bird, Corp.	Peoples Education, Inc. dba Mastery Education	McGraw-Hill School Education, LLC
	Online Education Curriculum	Biblionasium		Reading, Math, Spanish		Science, math, english, language, arts for grades 6-12	Reading, Math, Science	X
	Online Periodicals							
	Library Database Subscriptions	ThinkCERCA					Reading, Math, Science	
	Library Management						Reading, Math, Science	
	Textbook Management	Destiny Resource Manager	Please see attached catalog listing for content areas we provide.					
	Other:				Supplemental practice program (online)		Onsite training available for $1500.00 per day, one location. Free webinars available with purchase of product.	We provide online materials in the following areas: SUBJECT: Literacy, math, science, social studies, world languages, fine arts, business, career education, computer & information technology, engineering, family & consumer science, health, fitness & wellness. CURRICULUM FOCUS: AP*/Honors & electives, intervention, supplemental. SCHOOL LEVELS: PreK, elementary, secondary, adult education. DIGITAL PLATFORMS: Engrade, thrive, acuity, aleks, connected, connect, learnsmart, professional learning enviroment. Please visit our webiste for additional information: www.mheducation.com/prek-12
	EPCNT:	Yes	Yes	Yes	Yes	Yes	Yes	Yes

		Follett School Solutions, Inc.	Houghton Mifflin Harcourt	Istation	IXL Learning, Inc.	Learning Bird, Corp.	Peoples Education, Inc. dba Mastery Education	McGraw-Hill School Education, LLC
	DEVIATIONS:	No	Yes HMH current catalog prices are in effect until 9/30/2016 and HMH Assessment catalog prices are in effect until 12/31/2016. Prices in our catalog do not include shipping costs. National shipping and handling charge is 10.5% prices will be those at the then-current catalog period at the time your order is placed. delivery term is no longer than 45 days from receipt of purchase order, barring any unforseen circumstances. We no longer print catalogs, they can be access online at http://forms.hmhco.com/virtual-catalog. Catalog prices already reflect a discount off our list price for the education market. Please refer to our cover letter for further information.	No	No	No	Yes SEE NOTE 1 for returns. 1) Prices are subject to change each year with the release of new catalogs (0% discount) 2) Standard delivery time (in-stock items) is 7-14 business days after receipt of order for print items. Rush delivery fees will be charged to the district. For digital product, delivery time is 7-72 hours.3) Shipping is additional on all products: orders under $259 there is a minimum shipping charge or $25. orders between $259.01 to $999.99 shipping will be charged at 10% orders over $1000 shipping will be charded at 8%. add an additional 4% for drop ships to existing shipping charges. 4) Orders can be placed by calling 700-822-10 for faxed to 201-712-0045, or emailed to cs@masteryeducation.com, or placed by credit card on website (Masteryeducation.com) or by phone. 5) Payment terms net 30. 6) Measuring Up Live 2.0 launches for back-to-school! Free webinars are available!	Yes Multiple exceptions to the Terms and Conditions. Please review the submitted proposal.

JULY 12, 2016 2PM							
		Mitinet, Inc.	Renaissance Learning, Inc.	Teaching Systems, Inc.	Family and Consumer Sciences	Triumph Learning	World Book, Inc.
1)	Indicate the percentage discount from the catalog or published price list that your company will offer Granbury ISD.	0%	0%	0%	0%	2%	0%
2)	If a flat percentage discount is not available for all products/services, provide a list of items/categories that are an exception and indicate the discount percentage for those products/services.	Informational flyers attached to proposal	n/a	n/a	n/a	n/a	District specific pricing for online database products is based on enrollment and number of institutions that are subscribing. Please see attached price list. (Attached to submitted proposal)
3)	If your company requires a minimum order amount, indicate that minimum amount:	0 no minimum	note to see addendum for details. (could not find a minimum amount) Addendum attached to proposal submitted.	n/a	0	Varies depending on product.	See Attached CONFIDENTIAL price list.
4)	All purchases will be made with a purchase order. Does your company accept purchase orders by						
	By Email	Yes wecare@mitinet.com	Yes electronicorders@renaissance.com	Yes kim@teachingsystems.com	Yes becky.martinez@ttu.edu	Yes customerservice@triumphlearning.com	Yes
	By Fax	Yes 660-425-3998	Yes 877-280-7642	Yes 817-465-8184	Yes 806-742-3034	Yes 866-805-5723	Yes
	Online with a PO number?	No	Yes	No	No	No	database is not available.
	Will online orders reflect the discount from #1 to GISD?	No	Yes	Yes	n/a	No	n/a
	If no, will the percentage discount be reflected on the invoice?	No	n/a	n/a	n/a	No	Yes
5)	Is there a specail code number or reference number that must appear on all purchase orders to ensure discounts are applied to the purchase?	No	Yes	n/a	No	Yes MUST Request a QUOTE and use promo code TXRFP	

		Mitinet, Inc.	Renaissance Learning, Inc.	Teaching Systems, Inc.	Family and Consumer Sciences	Triumph Learning	World Book, Inc.
	If yes, indicate the code/reference number here:		Bid #2016-06			TXRFP	Not required; please reference bid number on your order.
6)	Provide your company website address here:	www.mitinet.com	www.renaissance.com	www.teachingsystems.com	www.ccfcs.org	www.triumphlearning.com	www.worldbook.com
7)	Account representative for Granbury ISD:						
	Name	CS: Sherrial Springer Sales Eric Fruhling	Shannon Pryor	Beryl McKinnerney	Becky Martinez	Customer Service	Jon Gregory
	Address	P.O. Box 505 Bethany, MO 64424	P.O. Box 8036/2911 Peach Street Wisconsin Rapids, WI 54495-8036	4601 Hollow Tree Drive, STE 111 Arlington, TX 76018	Texas Tech University Box 41161 Lubbock, TX 79409-1161	3333 Hendricks Avenue Jacksonville, FL 32207	P.O. Box 1033 Columbus, TX 78934
	Phone	800-824-6272	866-846-0762	817-417-7775	806-742-3029	800-338-6519	312-316-1746
	Fax	660-425-3998	866-558-4056	817-465-8184	806-742-3034	866-805-5723	979-314-2893
	Email	wecare@mitinet.com	shannon.pryor@renaissance.com	beryl@teachingsystems.com	becky.martinez@ttu.edu	customerservice@triumphlearning.com	jon.gregory@worldbook.com
8)	Has your company done business with Granbury ISD in the past?	Yes	Yes	Yes	Yes	Yes	Yes
	How many years?	2008	22 years	21	15	Since 2012	25+
	What dollar volume?	$1700.00 10 sites	Confidential information	varies by year	$6,000.00	$7,012.66	
9)	Is your copany a Minority Business Enterprise (MBE), WBE, SBE, HUB?	No	No	No	No	No	No
	Certificates included:						
10)	Does your company allow product returns?	No not applicable	No	Yes	No	Yes	Yes
	If yes, is there a restocking fee?		All unopened, undamaged merchandise may be returned at no charge during the first 30 days after invoice date for full refund; Exchanged at no charge during the first 60 days after invoice date; Returned between 31-60 days after invoice date for refund, less a $25.00 restocking fee. Returns and exchanges will be charged actual shipping plus handling, please call 800-338-4204 for details. We no longer accept returns or exchanges more than 60 days after the invoice date.	Depends on quantity ordered and vendor.		The customer is responsible for return shipping charges. No fee for returns within 30 days. 15% restocking fee for returns between 31 and 60 days. No credit for returns received after 60 days of the invoice.	No

		Mitinet, Inc.	Renaissance Learning, Inc.	Teaching Systems, Inc.	Family and Consumer Sciences	Triumph Learning	World Book, Inc.
11)	Indicate the online subscription, software or management solutions your company can provide:						
	Online Curriculum Software:	Organization and maintenance or MARC records for library books		Intelitek-science, math, etc. See attached price list.		Math, Reading, ELA, Science	
	Database Subscriptions:	x		Intelitek-science, math, etc. See attached price list.			arts; Science, social studies; Early learning; eBooks.
	Online Certification Exam Vouchers			Intelitek Learnmate-science, math, etc. See attached price list.			
	Online Certification Exams			Intelitek Learnmate-science, math, etc. See attached price list.			
	Online Curriculum Assessment			Intelitek Learnmate-science, math, etc. See attached price list.			
	Web Hosting			Intelitek Learnmate-science, math, etc. See attached price list.			
	Online School or College Readiness Programs						
	Online Communications						
	Subscriptions for Online Services/Products		Reading, math, science	Intelitek-science, math, etc. See attached price list.			
	Assistive Technologies						
	Online Curriculum Delivery			Intelitek-science, math, etc. See attached price list.			
	Online Curriculum Reporting						
	Online Tutorials			Intelitek-science, math, etc. See attached price list.			

		Mitinet, Inc.	Renaissance Learning, Inc.	Teaching Systems, Inc.	Family and Consumer Sciences	Triumph Learning	World Book, Inc.
	Online Education Curriculum			Intelitek-science, math, etc. See attached price list.	Family and Consumer Sciences		
	Online Periodicals						
	Library Database Subscriptions	Organization and maintenance of MARC records for library books.	Reading, math, science				General reference, language arts; Science, social studies; Early learning; eBooks.
	Library Management						
	Textbook Management						
	Other:	Sole Source affidavit is included listing items.	K-12 educational software and assessment tools.				
	EPCNT:	Yes	Yes	Yes	Yes	Yes	No

		Mitinet, Inc.	Renaissance Learning, Inc.	Teaching Systems, Inc.	Family and Consumer Sciences	Triumph Learning	World Book, Inc.
	DEVIATIONS:	Yes We are a sole source provider of our online subscription service and do not have a catalog.	Yes SEE NOTE 2 Prices set forth in the atached bid represent the lowest price the Publisher is currently charging for the same products, services and related support materials anywhere in the continental United States under identical circumstances, quantities, sales terms and conditions, and are subject to change without notice. We reserve the right to correct misprints in prices. Pricing and fees may be adjusted during the contract term. Contracts may be extended upon mutual, written consent of both parties. Prior to placing an order, please contact your account executive at 800-338-4204 to discuss applicable volume discounts, shipping and processing fees, and efficient handling of returns and exchanges, as described herein.	No	No	Yes Shipping and handling charges are not included in the unit prices listed. We invoice at time of shipment. Billing net 30 days. Shipment ARO typically takes 7-10 business days. For orders less than $500.00, add 12% for standard shipping and $5.95 for handling. For orders of $500.00 or more, add 12% for standard shipping and handling. Returns: Damaged, defective and unwanted items may be returned by calling our customer service department at 800-338-6519. Returns must be received within 30 days of the invoice date and all materials must be in clean, saleable condition. Stamped books will not be accepted for return under any circumstances. The customer is responsible for return shipping charges. No fee for returns withing 30 days. 15% restocking fee for returns between 31 and 60 days. No credit for returns received after 60 days of the invoice.	No

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 19, 2017
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: June 13, 2017
RE: GCA K-12 Education Services, Inc. Contract

SUMMARY:

Board Policy CH(LOCAL) requires board approval on purchases of $100,000 or more that are made pursuant to a Board-approved interlocal contract, in accordance with law.

In June of 2014, Granbury ISD entered into an agreement with GCA K-12 Education Services, Inc. to provide custodial services for the district. The services were initially provided under an interlocal contract through the ESC Region 7 Purchasing Cooperative. The current contract for GCA with Region 7 will expire on August 31, 2017. The District's contractual agreement with GCA allows for increase each year by a percentage equal to the Consumer Price Index (CPI), defined as the United States Department of Labor, Bureau of Statistics Consumer Price Index for all Urban Consumers (CPI-U) US City Average Dallas-Fort Worth; Index Item "All Item," Dallas-Fort Worth, 12-month, Percent Change. The percentage change for the applicable period is 2.7%. However, in discussions and negotiations with GCA, they have agreed to forego the 2.7% increase for the 2017-18 school year and are proposing an increase of 1.9%. As such, the Third Addendum to Service Agreement (attached) has been presented to Granbury ISD with a 1.9% increase in cost for the 2017-2018 school year. This 1.9% increase will represent an increased cost to the district in the amount of $36,747. Of this amount, GCA indicates that $27,392 will go toward labor costs and an average wage increase per employee of $0.25 per hour. If approved, this will be the first raise GCA employees have received in the last three years. The remaining $9,355 will go toward increased supply costs and the purchase of equipment.

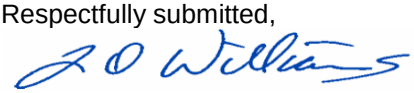
Expenditures for the period of 9/1/17 through 8/31/18 under the ESC Region 7 Cooperative contract will be $160,105.09 monthly. The total annual expenditure will be $1,921,261.08. The ESC Region 7 cooperative fee will continue to be paid by GCA.

It is the recommendation of Ms. Linda Williams, Support Services Director, that custodial services for the period of 9/1/17 through 8/31/18 be purchased from GCA K-12 Education Services, Inc. through their contract with the ESC Region 7 Purchasing Cooperative.

RECOMMENDATION:

It is recommended that the Board of Trustees authorize the Superintendent or his designee to execute the Third Addendum to the Service Agreement with GCA K-12 Education Services, Inc. under the ESC Region 7 Cooperative. Additional custodial services for activates not covered under the monthly cost, will be processed on an as needed basis based on the hourly rate established in the current contract. Pursuant to this agreement, the Board of Trustees also authorizes the issuance of any single purchase order in excess of $100,000 without any additional approval as required under CH(LOCAL).

Respectfully submitted,



Assistant Superintendent for Finance and Operations

Staff Person Responsible: Ms. Linda Williams
Mr. Dobie Williams
Ms. Debbie Johnson

Date Submitted: June 13, 2017

Third Addendum to
Service Agreement

This Third Addendum to that certain Service Agreement ("Agreement") dated the 1st day of June, 2016, is by and between the Granbury Independent School District ("GISD") and GCA K12 Education Services, Inc. ("GCA").

The Parties hereby state and agree that effective on the 1st day of September, 2017 ("Effective Date"), the following will be made a part of the Agreement:

I. **ADJUSTMENTS TO CONTRACT**:

a. The annual Contract Price will increase by 1.9%;

b. With the percentage increase noted in Paragraph (a) above, the annual rate per square foot will be $.11655, with the cleanable space totaling One Million Three Hundred Seventy Three Thousand Seven Hundred and Three feet;

c. Based on the percentage increase noted in Paragraph (a) above, the Parties agree that the annual Contract Price, for the September 1, 2017 – August 31, 2018 Term shall be **One Million Nine Hundred Twenty One Thousand Two Hundred Sixty One Dollars and Eight Cents** ($1,921,261.08), which shall be paid by GISD to GCA in twelve (12) monthly installments of **One Hundred Sixty Thousand One Hundred Five Dollars and Nine Cents** ($160,105.09) apiece.

Otherwise, all terms and conditions of the Agreement remain the same and in full force and effect.

[This Space is Intentionally Left Blank]

AGREED as of the Effective Date above:

Granbury Independent School District	**GCA K12 Education Services, Inc.**
Signature: _____	Signature: _____
Print: _____	Print: _____
Title: _____	Title: _____
Date: _____	Date: _____

GRANBURY ISD

OFFICE OF SUPERINTENDENT

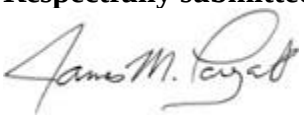
For:	**Board of Trustees**
Date:	**June 19, 2017**
Action:	**Review**

TO: **Board of Trustees** **From: Dr. James M. Largent**
Date: June 14, 2017
RE: **Review TASB's Localized Policy Update 108**

SUMMARY:

This will be the first review of TASB's localized Update 108.

Respectfully submitted,



Dr. James M. Largent
Superintendent

Vantage Points

A Board Member's Guide to Update 108

Please note: *Vantage Points* is an executive summary, prepared specifically for board members, of the TASB Localized Update. The topic-by-topic outline and the brief descriptions focus attention on key issues to assist local officials in understanding changes found in the policies. The description of policy changes in *Vantage Points* is highly summarized and should not substitute for careful attention to the more detailed, district-specific Explanatory Notes and the policies within the localized update packet.

We welcome your comments or suggestions for improving *Vantage Points*. Please write to us at TASB Policy Service, P.O. Box 400, Austin, TX 78767-0400, e-mail us at policy.service@tasb.org, or call us at 800-580-7529 or 512-467-0222.

For more information about Policy Service, visit our website at http://policy.tasb.org.

This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment on the subject nor is this intended to substitute for the advice of an attorney or other professional adviser. Consult with your attorney or professional adviser to apply these principles to specific fact situations.

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TASB Policy Service

Update 108 contains recommended changes to local policies on topics including instructional resources and materials, credit by examination with prior instruction, graduation, campus charters, and community relations in regard to advertising and fundraising. Revisions to legal policies incorporate various administrative rules and include some updating and recoding of provisions in anticipation of changes from the 85th Legislative Session, which will be included in Update 109, scheduled for early fall 2017.

Instruction Issues

Section E of the manual has been updated to reorganize, rename, and delete certain codes. The most significant changes to this section are in the EF series of policies addressing instructional resources and materials. Changes to the (LEGAL) policies have also been made to incorporate current TEA rules related to required course offerings [see EHAC(LEGAL)] and high school equivalency programs [see EHBL(LEGAL)] and to delete outdated exit-level testing exemptions for English language learners [see EKBA(LEGAL)]. Local policy recommendations related to instruction issues are described below.

EF, EFA, AND EFAA(LOCAL) POLICY CONSIDERATIONS

State Board of Education (SBOE) rules no longer require the adoption of a board policy for selecting instructional materials. Instead, the rules require a board to select instructional materials in a properly called meeting. Policy EFAA(LOCAL), which addressed the former SBOE rule, is therefore recommended for deletion at Update 108. With this change, we have also reorganized this series of policies and have moved, with changes, provisions on challenges to instructional resources from EFA to EF to better reflect the content of the assigned code. The recommended changes incorporated in the new EF(LOCAL) include replacing the term “instructional materials” with “instructional resources” to clarify the scope of the policy and aligning the policy more closely with the American Library Association guidelines for responding to challenges to instructional resources.

The reorganization in the EF series also allowed us to review and make recommendations for other existing codes that now appear outdated. Districts with local policies at codes EFF (Instructional Television), EG (Curriculum Development), and EGA (Innovative and Magnet Programs) will see recommendations at this Update to move or delete those provisions.

EL(LOCAL) POLICY CONSIDERATIONS

Revisions are recommended to this policy along with a title change to the code to address campus charter programs. The revisions recommended at this update are to better align with statutory provisions and TEA recommendations.

EHDB(LOCAL) POLICY CONSIDERATIONS

This local policy on credit by examination with prior instruction is recommended for revision at Update 108 to clarify the SBOE rule requirement that these examinations be approved by the board and to match statutory wording regarding the use of these examinations with students who fail to earn credit or are not awarded a final grade due to absences.

EIF(LOCAL) POLICY CONSIDERATIONS

Because the 2017–18 school year is the first school year for which the foundation graduation program will be fully transitioned, revisions are recommended at EIF(LOCAL) to remove references to the high school graduation credit requirements for the minimum, recommended, and advanced/distinguished achievement programs. Note that any students under the former programs who are continuing in school during the 2017–18 school year have the option to move to the foundation program.

Student Issues

Attendance rules, particularly commissioner of education rules related to truancy, prompted most of the changes to the F Section of the manual. FED(LEGAL) has been adjusted to include newly adopted rules related to the minimum standards for truancy prevention measures, as well as best practices and sanctions when a district is found to be out of compliance with the application of truancy prevention measures.

Other legally referenced policy codes modified in this update to more closely track statutory wording include FEA(LEGAL) on compulsory attendance and FFEA(LEGAL) on school counseling programs. Finally, certain statutorily driven material formerly housed at FNCF(EXHIBIT) and FOC(EXHIBIT) has been moved to the corresponding (LEGAL) policies at those codes.

District Operations

Accountability

AIA(LEGAL) and AIB(LEGAL) have been updated to include statutory provisions on accountability and performance reporting effective with the 2017–18 school year. AIC(LEGAL) has been updated to include commissioner rules associated with the process of submitting campus turnaround plans.

Elections and Trustees

Several legally referenced policies on district governance—including BBA(LEGAL), BBG(LEGAL), and BJCF(LEGAL)—have been modified to more closely align with current statutory text and citations. Because the board officer's statement and oath of office is readily available in other locations, BBB(EXHIBIT) is recommended for deletion, as is BJCF(EXHIBIT), which repeats hearing officer procedures already described at DFD(LEGAL).

Site-Based Planning and Decision-Making Processes

Appropriate adjustments have been made to the BQ series of (LEGAL) policies to better match statutory wording associated with the requirements for district- and campus-level planning and decision-making committees.

Procurement and Business-Related Items

Rules adopted by the Ethics Commission related to contract disclosure requirements have been incorporated into CH(LEGAL). Administrative Code rules have also been added at COB(LEGAL) to address a district's requirement to inform the Texas Department of Agriculture by April 1 of each year of the availability of summer meal programs. CJA(LEGAL), regarding criminal history record checks of contractors, has been reorganized and rewritten to more closely track current statute. Finally, CQA(LEGAL), which addresses required website postings, has been modified to include several additional website notices prescribed by statute and TEA rules.

Advertising

GKB(LOCAL) POLICY CONSIDERATIONS

Based on numerous requests from our members, new text is recommended stating that the district will NOT accept paid political advertising. This practice allows the district to avoid the appearance of taking sides in election matters. However, if the district does allow this type of advertising, it will be necessary to adjust the text.

Personnel Issues

Provisions on the activation, eligibility, issuance, and renewal of emergency teaching permits have been moved, with changes, from DK(LEGAL) to DBA(LEGAL) to accommodate new Administrative Code rules. New Administrative Code rules also prompted revisions to DBAA(LEGAL) addressing criminal history record checks of employees. Existing statutory provisions on reduction of personnel for continuing contracts have been added to DFF(LEGAL). DHB(LEGAL) has been updated to include recent State Board for Educator Certification (SBEC) rules related to required reports to SBEC of inappropriate employee conduct.

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**June 19, 2017**
Action:	**Approval**

To:	**Board of Trustees**	**From:**	**Dr. James M. Largent**
		Date:	**June 14, 2017**
		RE:	**Call of 2017 Board of Trustees Election**

SUMMARY:
An election for the purpose of electing candidates to fill Places 1 and 2 for the Granbury Independent School District will be held Tuesday, November 7, 2017, from 7:00 A.M. to 7:00 P.M.

Respectfully submitted,



Dr. James M. Largent
Superintendent

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

CURRICULUM AND INSTRUCTION

TO: Dr. James Largent, Superintendent	**FROM**: Sharon Williams **DATE**: June 12, 2017 **RE**: Instructional Materials Allotment (textbook)

SUMMARY:

The Curriculum Department and CTE Department facilitated the instructional materials recommendation for resources to be implemented in the fall of 2017. This system is similar to the old textbook adoption process. Publishers were invited to the district to present their products. Teachers were given log-ins so that they could use the materials in their classroom for a couple of months. Several TEKS were compared and reviewed through all materials by several stakeholders. The following items are on Proclamation 2017 as defined by the state:

- Career and Technical Education
- Languages Other Than English
- Special Topics in Social Studies
- Algebraic Reasoning
- Statistics

TEC 31.022 states that priority will be given as follows:

1. Foundation subjects that have a state assessment
2. Foundation subjects with newly revised TEKS
3. Foundation subjects
4. Enrichment subjects

The specific recommendations are:

Languages Other Than English (Spanish and French) – HMH/Holt 100% Conforming
Algebraic Reasoning – Conzenza and Assoc. (only vendor on list)
Statistics – None listed from TEA but found *Stats Through Application* by Bedford, Freeman and Worth Publishing Group
Special Topics in Social Studies – Mexican Heritage – Momentum Instruction (only vendor on list)
CTE – See Attached

RECOMMENDATION:

It is recommended that all 100% conforming materials are approved by the board.

Respectfully submitted,

Sharon Williams
Director of Curriculum and Instruction

CTE PROCLAMATION TEXTBOOK REQUESTS

Course Name	Book Name	PUBLISHER
Agriculture		
All Classes	iCEV Ag Sciene; 4 years; 3 teachers	iCEV
Advanced Animal Science	iCEV Ag Sciene; 4 years; 3 teachers	iCEV
Livestock Production	Intro to Livestock & Companion Animals	Pearson
Ag Mech and Metal Fab	Welding Fundamentals bundle	Goodheart-Wilcox
Ag Facilities	Welding: Principles and Applications 8th Edition	Cengage
Principles of Ag (2 sets)	Principles of Agriculture, Food, and Natural Resources bundle	Goodheart-Wilcox
Floral Design	Principles of Floral Design: An Illustrated Guide bundle	Goodheart-Wilcox
Vet Med	Intro to Livestock & Companion Animals	Pearson
Wildlife Management	Wildlife & Natural Resource Management	Cengage
Horticulture/Floral	Horticulture Today bundle	Goodheart-Wilcox
Audio/Video Production		
Graphic Design I	Learning Graphic Design and Illustration ; e text	Pearson
Graphic Design II	Communicating Through Graphic Design CTE Package Digital Class Set 30 student licenses for 4 year; e text	Davis
Principles of Arts/AV	Principles of Arts, Audio and Video Technology and Communication -bundle	Pearson
AV Production II	Television Production and Broadcast Journalism - Online Learning Suite Bundle	Goodheart-Wilcox
AV Production I	Learning Audio and Video Production - Digital eText Online bundle	Pearson
Business/Finance		

Principles of Business, Marketing, Finance - bundle print and etext	Principles of Business, Marketing, Finance	Goodheart-Wilcox
Dollars & Sense - print and	Dollars and Sense	Pearson
Culinary/Hospitality		
Principles of Hospitality	Hospitality Services bundle	Goodheart-Wilcox
Intro to Culinary	Intro to Culinary Arts bundle	Pearson
Culinar Arts	The Culinary Professional bundle	Goodheart-Wilcox
Educating/Training		
Principles of E/T		
Child Development	Child Development bundle	Goodheart-Wilcox
Interpersonal Studies	Interpersonal Relationships bundle	Goodheart-Wilcox
Education/Training	Teaching	Goodheart-Wilcox
Child Guidance	Working with Young Children bundle	Goodheart-Wilcox
Lifetime Nutrition Wellness	Food Nutrition for you	Pearson
Health Science		
Principles of HS	Health Science Fundamentals	Goodheart-Willcox
	Principles of Health Science	Pearson
Medical Terminology	Intro to Med Term-text	Goodheart-Willcox
Health Science	HEALTH SCIENCE: CONCEPTS AND APPLICATIONS BUNDLE (TEXT + ONLINE LEARNING SUITE, THROUGH SY 2024-2025) 2018	Goodheart-Willcox
Anatomy & Physiology	Hole's Human Anatomy & Physiology	McGraw Hill
Law/Public Safety		

Principles of LPS	Principles of LPS x 10	TPS
Law Enforcement I	Law Enforcement 1 x 10	TPS
Criminal Investigations	Criminal Investigations x 10	TPS
Forensic Science	Forensics Science: An Introduction bundle	Pearson
Information Technology		
Principles of IT	Principles of IT	Goodheart-Wilcox
Programming I	Computer Programming etext	Pearson
Programming II	VS-EBK VisualC# Express ED Programming F/Absolute Beginner	Cengage
Practicum	Javascript Programming	Cengage
Marketing		
Entrepreneurship	Entrepreneurship bundle	Goodheart-Wilcox
Marketing Dynamics	Marketing Dynamics e text bundle	Goodheart-Wilcox
Sports and Entertainment Marketing	Sports and Entertainment Marketing	Cengage Learning
Transportation		
Auto Tech I	Modern Automotive Technology bundle	Goodheart-Willcox
Career Prep		
Career Prep I	SCHOOL TO CAREER - ONLINE LEARNING SUITE	Goodheart-Wilcox
Middle School Investigating Careers	Investigating Careers Bundle	Pearson
College and Career Readiness	College and Career Readiness Bundle	Pearson

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

CURRICULUM AND INSTRUCTION

TO: Dr. James Largent, Superintendent	**FROM**: Sharon Williams **DATE**: June 12, 2017 **RE**: Instructional Materials Disposal (textbook and technology)

SUMMARY:

Proclamation 2017 included CTE, Languages Other Than English, Special Topics in Social Studies, Algebraic Reasoning, and Statistics. Since we have adopted new materials for these areas, the out of adoption items can be sold, recycled, or disposed of for this purpose as well as other instructional materials that have been identified by the campuses that was purchased with IMA funding.

After collaborating with several districts and companies across the state, I have learned that there is not a seller's market for the out of adoption materials due to the saturation of these materials into the market. However, a couple of companies will pick up these items and there will be no cost to the district.

RECOMMENDATION:

I am recommending that we recycle the out of adoption/date materials.

Respectfully submitted,

Sharon Williams
Director of Curriculum and Instruction

Amy Wood
Director of Technology

Print Form

Instructional Materials or Technological Equipment Sale or Disposal Notification Form

General Information

Prior to the sale or disposal of instructional materials, the district or open-enrollment charter school must notify Texas Education Agency (TEA) of its intent to sell or dispose of instructional materials or technological equipment. Upon notification, TEA will enter inventory adjustments into EMAT for each transaction of instructional materials that are sold, disposed of, or acquired through the sale of instructional materials.

The local board or governing body president and secretary must sign the completed Instructional Materials or Technological Equipment Sale or Disposal Notification Form(s). Submit all sale or disposal forms via email to instructional.materials@tea.texas.gov as an attachment.

Districts and open-enrollment charter schools must consider the following before selling or disposing of instructional materials:

- Instructional materials used by the district should collectively cover all elements of the essential knowledge and skills of the required curriculum, other than physical education, for each subject and grade level.
- Worn-out materials may be sold for recycling when the district declares them unsuitable for student use. Alternatively, worn-out materials may be sold to a reseller that will re-bind the materials and make them suitable for classroom use.
- The local board of trustees or governing body must reasonably expect that these materials will not be needed for several years. Some elective subject materials may qualify as materials the district will not need for several years if the electives will not be offered.
- Any funds received by the district or school from the sale of instructional materials must be used to purchase instructional materials or technological equipment allowed under Texas Education Code §31.0211.

District Information

Seller district or open enrollment charter school name Granbury ISD

Seller county district ID 1 1 1 9 0 1 **Receiving company name** Metro Tech Recycling

Total dollar amount collected from the sale _____ **Select one (if sale)** _____

Total dollar amount collected from the recycle $0.00 **Select one (if recycle)** Actual amount

Total dollar amount collected from the disposal _____ **Select one (if disposal)** _____

A district or charter school shall report actual amounts to TEA after the transaction has been completed.

☐ Check here if you are submitting a revised form with actual dollar amounts.

The funding from this transaction will be used to purchase the following (select all that apply):

☐ Instructional Materials ☐ Technology Services ☐ Technological Equipment

District or open enrollment charter school contact information:

Name Amy Wood **Email Address** amy.wood@granburyisd.org

Phone Number +1 (817) 408-4540

Print Form

Instructional Materials or Technological Equipment Sale or Disposal Notification Form

Instructions for In-Adoption and Out-of-Adoption Materials

Complete the appropriate sections below for all instructional materials that the local board of trustees or governing body is selling or disposing of. Districts are not required to report any items that were purchased with local funds or free materials (ancillaries) sent by publishers directly to the district or charter school. For technological equipment, districts are only required to report equipment purchased through their instructional materials allotment (IMA).

In-Adoption Materials or Technological Equipment ONLY

Select one Recycle

ISBN (if applicable)	Title or Description	Subject Area	Qty	Asset Value
	Out of Date Teacher Laptops		180	0

Print Form

Instructional Materials or Technological Equipment Sale or Disposal Notification Form

Add Item

Out-of-Adoption Materials Only

Select one Recycle

Subject Area(s)	Qty
Reading, Math, Health, Music, Spelling, SS, Art, Science	25 pallets

Authorized Signatures

Nancy Alana
Local Board President (print name)

Dr. Barbara Herrington
Secretary (print name)

Local Board President (signature)

Secretary (signature)

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 19, 2017
For: Approval

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: June 13, 2017
RE: Workers' Compensation Insurance 2017-18

SUMMARY:

Board Policy CH(LOCAL) requires board approval on purchases of $100,000 or more that are made pursuant to a Board-approved interlocal contract, in accordance with law.

Our Workers' Compensation Insurance annual fixed cost premium does not exceed $100,000 and we purchase it through an interlocal agreement, therefore, it does not technically require Board approval. However, our total annual expenditures on Workers' Comp claims coupled with the fixed cost premium has the potential to far exceed $100,000 in a given year. Therefore, since we are considering a change in Workers' Comp Insurance companies and since this change will require the district to enter into a new interlocal agreement that will also need board approval, I am bringing this request before the Board for consideration and approval.

Granbury ISD has used Claims Administrative Services (CAS) for many years for its workers' comp insurance administration. While we pay CAS an annual management fee to manage our workers' comp claims, the District pays additional amounts to CAS in the form of claims expense and add-on charges connected to those claims. Therefore, we are more or less self-insured for all intents and purposes. However, we are provided some loss caps with CAS through a pool type mechanism with other districts so we are not fully self-insured, only partially self-insured.

That being said, comparing workers' comp companies is extremely difficult as it is basically impossible to compare them on an apples to apples basis, at least from a dollar standpoint. Also, the number of claims a district has from year to year and the size of those individual claims can have a significant impact. Therefore, what may make one company the best choice one year could make that same company the least favorable choice in another year. So rather than looking at fixed costs alone as the only determining factor, the most accurate way to compare and provide the best value for the District over the long term is by looking at their business model, how aggressive they work claims (keep claim expenditures to a minimum), overall experience (years in business as well as other district experience), excess insurance coverage, per event stop loss amounts, total loss fund amounts, add-on charges, current and previous experience with the company, and any other significant factors that need to be considered. In the end it comes down to who we think the company is that will best serve the District and save the District the most money over the long term while best protecting the District and providing the best service to the District and employees injured on the job.

To that end, I received proposals from several companies, including the Texas Association of School Boards (TASB), the Texas Rural Education Association Risk Management Cooperative (TREA RMC), Creative Risk Funding - School Comp and a renewal proposal from our current carrier, Claims Administrative Services (CAS).

After interviewing each company, comparing various facets of their business and analyzing their business models based on our District's claims history, I have come to the conclusion that ***SchoolComp*** is the best overall value for the District for the long term and will eventually prove to be a cost savings measure for the District. Attached is a list of reasons to support my recommendation.

RECOMMENDATION:

That the Board of Trustees approve the Texas Public Schools Workers' Compensation Project Interlocal Agreement and Creative Risk Funding - *SchoolComp* as the workers' compensation insurance company for the District beginning September 1, 2017 to August 31, 2018.

Respectfully submitted,

Assistant Superintendent for Finance and Operations

Staff Person Responsible: Mr. Dobie Williams

Date Submitted: June 13, 2017

<u>TRANPARENCY, SECURITY, FAIRNESS, AND EXTRA LAYERS OF COST PROTECTON</u>

FIXED COSTS

- **ADMINISTRATION FEES – Revenue for *SchoolComp* is limited to the amount stated in the Program Administration line of its proposal. There are no add-on charges. Granbury ISD receives 100% of all savings generated by *SchoolComp's* use of cost containment strategies and procedures. *SchoolComp* does not profit from the occurrence of claims. It also does not take any money from our loss fund to increase its revenue.**

- **EXCESS INSURANCE – *SchoolComp* includes proof of specific and aggregate excess insurance coverage in its proposal. *SchoolComp's* excess insurance policy covers losses for any claim that exceeds $350,000 (Excess Insurance Declaration Page attached, Item 7). Signing an interlocal agreement with a self-insured group without knowing the limits of liability for that group could be very costly for the District. One such group declared insolvency this year because they did not purchase excess insurance at a sufficient level.**

LOSS FUND

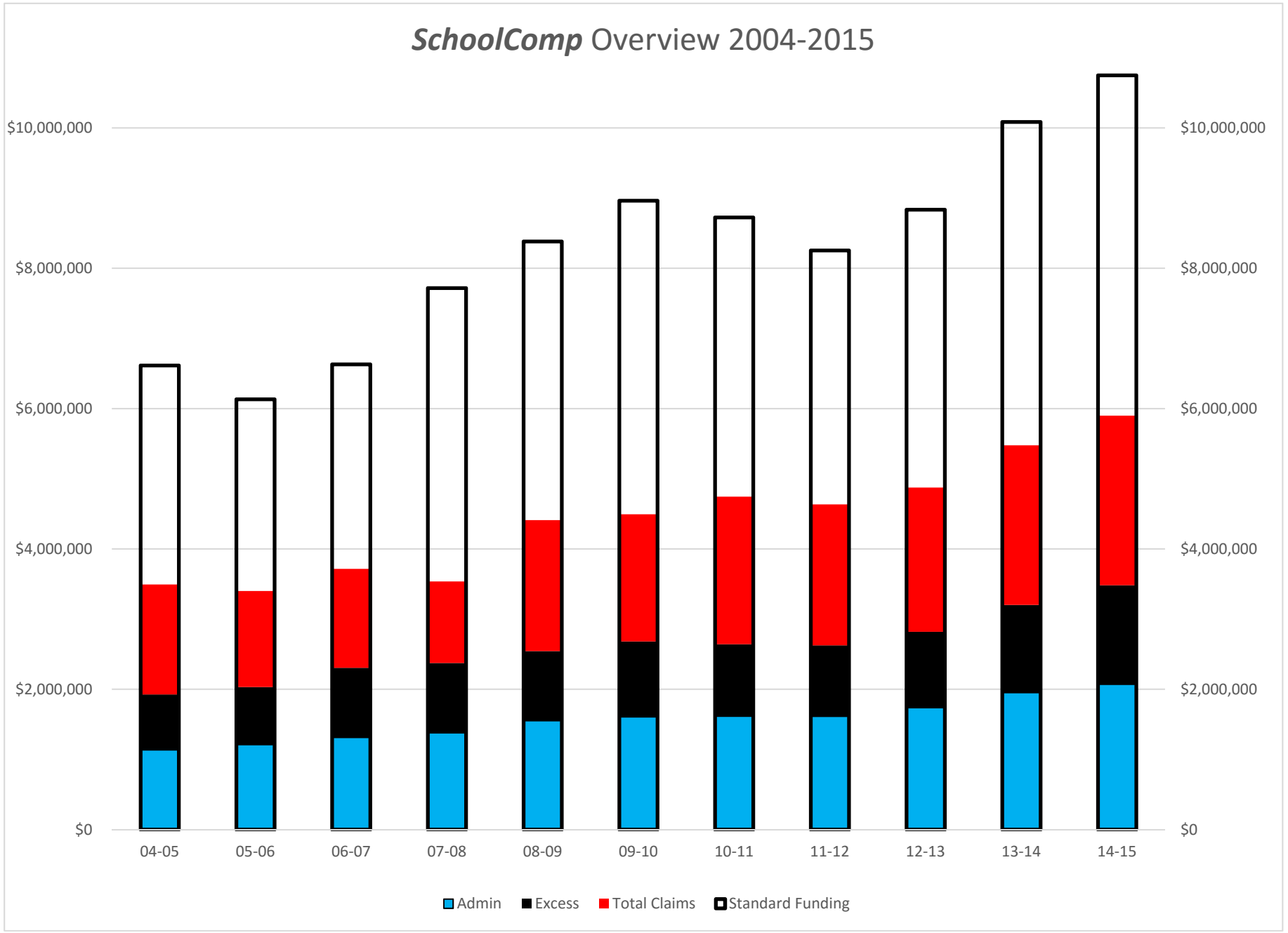
- **Every member of the *SchoolComp* program is required to set aside its pro-rata share to establish its loss fund. This process is driven by transparency, security, and fairness. The source of the loss fund allocation can be found at the Excess Insurance Declaration Page, Item 10. Knowing that each member's loss fund is tied directly to the excess insurance coverage adds to the sense of security and fairness.**

- **What about the bottom line?**
  The *SchoolComp* proposal appears to be more expensive. However, my personal experience with *SchoolComp* has been the opposite. The *SchoolComp* Interlocal Agreement specifically states how the Standard Funding is derived for each member, so I know that the numbers in their proposal will remain consistent going forward. *SchoolComp* districts have a documented history of only spending about 55% of their annual Standard Funding allocation each year (see attached bar graph).

This means that, although we will be asked to set aside $381,372, we can expect to only spend, on average, about $210,000 on all worker's comp expenses. After calculating and subtracting any outstanding liabilities for the current year, the balance will roll over to the next budget year. How much the District gets to keep affects the bottom line, not how much the District is asked to set aside.

- **What if we have a huge claim that wipes out our whole loss fund? *SchoolComp* adds an extra layer of coverage to prevent that from ever happening. *SchoolComp* has a Per Event Stop Loss that limits the liability for Granbury ISD to $100,000 for any event where employees are injured. This means that if several employees of Granbury ISD are injured while traveling together on school business, the District would never spend more than $100,000 no matter how many individuals filed claims. Because workers' comp in Texas requires lifetime medical, the $100,000 cap would also save the District significant monies in the case of an individual catastrophic injury. The Per Event Stop Loss makes it very unlikely that any member of the *SchoolComp* program would ever get close to depleting its entire loss fund.**

- ***SchoolComp* will not be a signer on our District workers' comp checking account as is the current setup with our current carrier.**


SchoolComp Overview 2004-2015
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
04-05
05-06
06-07
07-08
08-09
09-10
10-11
11-12
12-13
13-14
14-15
Admin
Excess
Total Claims
Standard Funding

SAFETY NATIONAL CASUALTY CORPORATION
1832 SCHUETZ ROAD
ST. LOUIS, MO 63146

DECLARATIONS – SPECIFIC AND AGGREGATE EXCESS AGC4055642

Item 1. **Employer:** TEXAS PUBLIC SCHOOLS WORKERS' COMPENSATION PROJECT (SCHOOLCOMP) INCLUDING ONLY THE INSURED MEMBERS OF THE PROJECT (PER ENDORSEMENT 0217)

Address: 6100 W. PLANO PKWY, SUITE 1500, PLANO, TX 75093

Item 2. **This Agreement covers all business operations of the EMPLOYER as a Self-Insurer in the following State(s):** TEXAS

Item 3. **Effective Date: 12:01 A.M.** September 01, 2016

Item 4. **Anniversary Date: 12:01 A.M.** September 01, 2017

Item 5. **The Service Company shall be** CREATIVE RISK FUNDING, INC.

Item 6.	CLASSIFICATIONS OF OPERATIONS	Code Number	Estimated Total Annual Remuneration/Manhours	Rate Per $ 100 Remuneration/Manhours
	See Attached			
			Total Estimated Manual Premium	N/A
			SNCC Experience Modification Factor	N/A
			Total Estimated Standard Premium	N/A

Specific Excess Insurance

Item 7. **Self-Insured Retention Per Occurrence** $ 350,000

Item 8. **(a) Maximum Limit of Indemnity Per Occurrence** Statutory
(b) Employers' Liability Maximum Limit of Indemnity Per Occurrence $ 1,000,000

Aggregate Excess Insurance

Item 9. **Loss Fund Percentage** See Endt 0256

Item 10. **Minimum Loss Fund for the Liability Period** $ 8,455,917

Item 11. **Maximum Limit of Indemnity of the CORPORATION for the Liability Period** $ 5,000,000

Other Terms

Item 12. **Premium Rate** $ 0.114 per $100 of Payroll

Item 13. **Minimum Premium for the Liability Period** $ 1,357,711

Item 14. **Deposit Premium for the Payroll Reporting Period** $ 1,357,711

Item 15. **Payroll Reporting Period** September 01, 2016 through September 01, 2017

Item 16. **Endorsements** See Endorsement Schedule

Signed at St. Louis, Missouri on September 20, 2016

Secretary

Countersigned this day of

By: N/A

TEXAS PUBLIC SCHOOLS WORKERS' COMPENSATION PROJECT

INTERLOCAL AGREEMENT

This Contract and Interlocal Agreement is entered into by and between the Texas Public Schools Workers' Compensation Project (hereinafter referred to as ***SchoolComp***) and the undersigned political subdivision school district of the State of Texas (hereinafter referred to as the "Member") for the purpose of providing the statutory benefits prescribed by the Texas Workers' Compensation Act (hereinafter referred to as the "Act") for employees of the Member and those of other public school districts who participate in ***SchoolComp***.

WITNESSETH:

The undersigned Member in consideration of the adoption of an individual or group self-insurance program as authorized by Sec. 504.011 of the Texas Labor Code to provide workers' compensation benefits and in further consideration of other political subdivision school districts executing this Interlocal Agreement to adopt the same or similar program of self-insurance, does hereby agree to become a Member of ***SchoolComp***. The conditions of membership agreed upon by and between the parties are as follows:

DEFINITIONS

1. Definition of terms used in this Interlocal Agreement:

A. Board refers to the Executive Trustees of the Texas Public Schools Workers' Compensation Project.

B. Premium and Contribution are used interchangeably in some parts of this Interlocal Agreement.

C. Contractor refers to the entity selected by the Executive Trustees to provide on-going ***SchoolComp*** Management. ***SchoolComp*** will recommend to the Board that it retain Creative Risk Funding, Inc. (CRF) to serve as the Contractor for Program Management; CRF is the current year's Contractor. CRF is an affiliate of the creators of ***SchoolComp***.

D. Manual Rate is the benchmark workers' compensation rate applicable to each Classification Code (describing employees) promulgated by the Texas Department of Insurance or the Board.

E. Manual Premium is the premium determined by applying the Manual Rate for each Classification Code to the payroll in that classification.

F. Experience Rating Factor or Experience Modifier is that factor which reflects the Member's individual loss experience and is based on the Texas Department of Insurance experience rating plan.

G. Standard Premium is the premium that is determined by applying the Experience Rating Factor of each individual Member to its Manual Premium.

H. Standard Funding is the amount annually determined which each Fund Member must have available on deposit to cover its estimated costs attributable to each year of Fund participation.

I. Required Contribution is the amount annually determined which each Fund Member must deposit every year to cover its estimated costs attributable to that year's Fund participation.

J. Plan Year is September 1 through August 31.

K. Employee. This Agreement adopts by reference and incorporates herein the definition of "employee" found in Sec. 401.012 of the Act. In addition, by an endorsement to this Agreement, a Member may include as employees for purposes of providing benefits under this Agreement specifically named volunteers, elected officials, and/or others as enumerated in Sec. 504.012 of the Act entitled Optional Coverages.

L. Member refers both to school districts which either participate in ***SchoolComp*** Group Self-Insurance Fund or which participate with a ***SchoolComp*** Cash Flow Plan.

M. The ***SchoolComp*** Fund is the total money the Members have earmarked or set aside to cover claims and expenses.

2. EFFECTIVE DATES AND TERMINATION. This Interlocal Agreement shall commence as 12:01 AM on the date shown as "effective date" found of the signatory page of this agreement, and shall remain in full force and effect until terminated as hereinafter provided. This agreement may be terminated by:

A. mutual consent; or

B. by either party by giving notice of intent to terminate sixty (60) days prior to the end of any program year. Notice must be transmitted by means of certified mail; or

C. by ***SchoolComp*** by giving ten (10) days written notice by certified mail for non-compliance of the Member with any provision of this Interlocal Agreement.

Termination of this Interlocal Agreement will not affect the ongoing management of open claims. (See paragraph 22, below.)

3. GENERAL MEMBERSHIP REQUIREMENTS. The Member must be a political subdivision school district of the State of Texas which agrees to be bound by the provisions of the Act and this Interlocal Agreement and related ***SchoolComp*** Bylaws.

4. MEMBERS WILL PROVIDE INFORMATION. The Member agrees to provide all necessary information to ***SchoolComp*** or the Contractor and to execute all necessary documents as may be needed or required for the administration of ***SchoolComp***.

5. MEMBERS WILL PROVIDE AUTHORIZATIONS. The Member agrees to execute the necessary authorization forms permitting ***SchoolComp*** and the Contractor to obtain from the Texas Department of Insurance, or others, the experience rating information for the Member that has previously carried workers' compensation insurance, or has been previously self-insured. The Member agrees that ***SchoolComp*** may file with the Texas Department of Insurance, loss and payroll data pertaining to the Member as used to develop the experience rating factor.

6. THE *SchoolComp* FUND.

A. Primary responsibility for funding ***SchoolComp*** Fund claims shall rest with Members which participate in ***SchoolComp*** Group Self-Insurance Fund (hereinafter the "Fund" or "Fund Member(s)". As further detailed below, each Fund Member will fund claim payments: within an individual self-insured retention, and within a shared self-insured retention. Specific and aggregate excess of loss insurance maintained by ***SchoolComp*** for the Fund will reduce each Fund Member's potential responsibility for paying claims. Financial responsibility for Fund claims shall be allocated for each Plan Year as follows:

I.) Individual Fund Members' Per Claim Retention. Each Fund Member will fund the cost of each of its claim occurrences. Where a Fund Member's Standard Funding is less than $350,000, the Fund Member will be required to fund its claim occurrences up to a limit equivalent to thirty percent

(30%) of its Standard Funding for the Plan Year in which the claim occurred. Where a Fund Member's Standard Funding is greater than $350,000 but less than $800,000, the Fund member will be required to fund its claim occurrences up to $100,000 per claim occurrences. Where a Fund Member's Standard Funding is greater than $800,000, the Fund member will be required to fund its claim occurrences up to $150,000 per claim occurrences. Each Fund Member's financial exposure within this retention is capped as described below.

ii.) Shared Retention: Specific. Fund Members will share responsibility for funding the cost of every claim occurrence exceeding thirty percent (30%) of Standard Funding of the Fund Member or the individual Fund Member's per claim retention, where the claim occurred (as described in 6.A.i. above). Such sharing shall be on a pro rata basis relative to each Fund Member's Standard Funding for the Plan Year in which the claim was incurred. Each Fund Member's financial exposure within this retention is capped as described below.

iii.) Shared Retention: Aggregate. A Fund Member's financial responsibilities attributable to claims in any one Plan Year shall cease at the time its expenditures arising under 6.A.i., and 6.A.ii. above, and under 6.B.i. and 6.B.ii below, equal to its total Standard Funding set for that Plan Year.

iv.) Specific and Aggregate Excess of Loss Insurance. ***SchoolComp*** will maintain specific and aggregate excess of loss insurance capping the Fund Member's self-insured retentions.

B. Required Contributions by Fund Members. Annually, each Fund Member shall submit to the Contractor on a Payroll Estimate Worksheet its estimated payroll for each Classification Code of employees. The Manual Rates shall be applied to these payrolls to arrive at estimated annual Manual Premium, and the Experience Modifier shall be applied to determine Standard Premium. Standard Premium adjusted by an amount determined by the Board for each Plan Year for each Fund Member shall equal Standard Funding. The Contractor shall determine for each Member the Required Contribution to be deposited as hereinafter described for each Plan Year. Such Standard Funding shall be placed on deposit in a separate, discrete account maintained by each Fund Member. Charges against such Standard Funding accounts shall consist of items described in 6.B.i. and 6.B.ii. below.

I.) General Expense Charges. Upon joining the Fund and for each Plan Year, a Fund Member shall pay from its Standard Funding account its share of ***SchoolComp*** general expenses comprised of:

a) Fund administration costs,
b) Fund safety and loss control engineering costs,
c) Fund claim unallocated management costs, and
d) Fund specific and aggregate excess of loss insurance premium costs.

ii.) Claim Charges. Subject to any Fund Member fulfilling its maximum annual responsibility for funding claims and general expenses (as described above) for a given Plan Year, each Fund Member shall be billed for claim expense as follows:

a.) Individual Per Claim Retention. Each Fund Member will be billed on an on-going basis to cover claim payment obligations arising under its Individual Per Claim Retention (6.A.i., above).

b.) Shared Retention, Specific and Aggregate. The amount of any Fund Member's claim reserved in excess of its maximum individual Per Claim or Shared Aggregate Retention responsibility, will be billed to all Fund Members on a pro rata basis in relation to other contributing Fund Members' Standard Funding (6.A.ii. and iii. above). Such billings will be due upon receipt.

C. As the administrator of the self-insurance Fund, the Contractor shall keep foremost in its deliberations and decisions that each participating Member is self-insured. At least annually, the Contractor shall evaluate the actual loss experience of each Fund Member, the Experience Rating Factor developed by each Fund Member, the cost of specific and aggregate excess of loss insurance attributable to each Fund Member, as well as the allocation of general expenses of the Fund, so as to maintain as nearly as possible to equitable "self-insurance" administration of the Fund as applied to each Fund Member.

D. The Contractor shall require the Fund and Fund Members to maintain secured reserves for claims computed in accordance with standard actuarial principles, taking into account historical and other data designed to measure the cost of claims, claims development and claims incurred but not yet reported, so that monies will be available to pay all Fund claims as claim payment obligations mature.

E. The Contractor will secure excess Employers Liability coverage (Coverage B) attaching at the same per occurrence level as the specific excess of loss insurance protecting the Fund. Any loss attributable to an Employers Liability action brought against a Fund Member shall be funded in the same manner as a workers' compensation claim with excess coverage contributing to the extent that it is available.

7. *SchoolComp* CASH FLOW PLANS.

A. A Member which elects to participate in ***SchoolComp*** with a Cash Flow Self-Insurance Plan (hereinafter the "Cash Flow Plan" or "Plan" and "Plan Member") shall have sole responsibility for funding claims and costs arising under its respective Plan as hereinafter described. Each Plan Member will make claim payments within a self-insured retention defined as the exposure outside the limits of coverage provided under specific and/or aggregate excess of loss insurance maintained by ***SchoolComp*** according to the specifications selected by the Plan Member.

B. General Expenses and Claim Payments By Each Plan Member.

I.) Excess Coverage Cost. Each Cash Flow Plan Member shall submit to the Contractor on a Payroll Estimate Worksheet its estimated payroll for each Classification Code of employee as well as the specific and/or aggregate excess of loss insurance coverage limits it wishes ***SchoolComp*** to maintain for it. Thereafter the Contractor or its designated ***SchoolComp*** Manager shall obtain that desired coverage.

ii.) Safety and Loss Control Engineering Cost. The Plan Member will be billed for safety and loss control engineering services provided by the Contractor's certified safety professionals at the level required by the Project pursuant to Sec. 504.071 of the Act and/or the Texas Division of Workers' Compensation (Texas Division of Workers' Compensation). Additional such services will be provided at the request of the Plan Member and billed at prevailing hourly rates plus expenses.

iii.) Admin/Claim Management Charges. Each Plan Member will be billed for all unallocated claim management charges for each Plan Year (see paragraph 8., below) in four equal installments during that Plan Year.

iv. Claim Payments. Each Plan Member shall at the direction of the Contractor promptly make all claim payments within its self-insured retention and coordinate therewith the payment and reimbursement of claim(s), if any, covered by the Plan Member's excess of loss coverage.

8. PAYROLL AUDITS. After each Plan Year, there shall be submitted by each Member, actual payrolls for each Classification Code of employees as reflected by the books of the Member. Any additional premiums due for specific and/or aggregate excess of loss insurance based upon actual payrolls as opposed to estimated payrolls shall be paid by the Member to

SchoolComp within sixty (60) days of the date each year-end audit additional premium invoice is mailed to the Member. ***SchoolComp*** reserves the right to audit the payroll records of any Member.

9. ADVISORY RATES. In order to have a consistent basis for determining ***SchoolComp*** Funding, workers' compensation rate relativities, premium determination guidelines, rules of the Texas Department of Insurance are hereby adopted as a guide. However it is recognized that the rating structure promulgated by the Texas Department of Insurance is not applicable to self-insurance, and there is no intention to bestow rating authority over this program of self-insurance upon the Texas Department of Insurance. Any reference in this Interlocal Agreement to an insurance term not ordinarily a part of self-insurance shall be deemed for convenience only.

10. **FINANCIAL DEFAULT.** In the event that the Member fails or refuses to make any required contribution or payment as herein provided, the Project reserves the right to terminate such Member by giving ten (10) days written notice by certified mail and to thereafter collect any and all funds due.

11. **RETURN TO WORK PROGRAM.** The ***SchoolComp*** Administrator is required by the Texas Division of Workers' Compensation to facilitate employees returning to work as early as possible after a workplace injury. The Member agrees to cooperate fully with the Project Administrator to attempt to find return-to-work opportunities for injured employees. The ***SchoolComp*** Administrator understands that not every injured employee is a candidate for early return-to-work, and will carefully evaluate all circumstances on a case-by-case basis with the Member.

12. SAFETY ENGINEERING. ***SchoolComp*** has contracted with the Contractor to supply safety engineering services to the Members to assist them in following a plan of loss control that may result in reduced losses. The Contractor shall provide all of the services as provided in the service contract entered into by and between the Contractor and ***SchoolComp*** on behalf of the Member. The Member agrees that it will cooperate in instituting any and all reasonable safety measures and/or regulations that may be recommended to it or adopted by the Board pursuant ***SchoolComp*** Bylaws or to Sec. 504.071(2) of the Act for the purpose of eliminating or minimizing hazards that would contribute to workers' compensation losses.

13. MEMBER *SchoolComp* COORDINATORS. The Member agrees that it will appoint a Workers' Compensation Coordinator of department head rank or higher, and that ***SchoolComp*** and its Contractor shall not be required to contact any other individual except this one person. Any notice to or any agreements with the Workers' Compensation Coordinator shall be binding upon the Member. The Member reserves the right to change the coordinator from time to time but when doing so agrees to give written notice to the ***SchoolComp*** Contractor.

14. WORKERS' COMPENSATION CLAIMS MANAGEMENT. ***SchoolComp***, through its Contractor, will manage all claims after notice of injury has been given, prepare all required DWC forms, and provide a defense. The Member hereby appoints ***SchoolComp*** and the Contractor as its agent to act in all matters pertaining to processing and handling of workers' compensation claims and shall cooperate fully in supplying any information needed or helpful. The Member does hereby agree that any suit brought by one of its employees pursuant to the provisions of Chapter 451 of the Act (relating to discrimination against employees) or pursuant to Chapter 554 Government Code, shall be defended in the name of the Member by the counsel selected by the Contractor, on behalf of ***SchoolComp***. Full cooperation by the Member shall be extended to supply any information needed or helpful in such defense.

The Contractor shall conduct all negotiations with Member's injured employee and his attorney at the pre-hearing conference and negotiate within authority previously granted by ***SchoolComp***. If a personal appearance by the Member employer or a co-employee is necessary, the expense of this appearance will be paid by the Member. All decisions on individual cases shall be made by ***SchoolComp*** through the Contractor, which includes the decision to appeal or not to appeal a DWC final ruling and decision. However, any Member shall have the right in any case involving one of its employees, to consult with ***SchoolComp*** on any decision made by the Contractor.

Notwithstanding any provisions of this paragraph, all reports and filings required by the Act of any employer and not related to claim management will be the responsibility of the Member. It is further understood that this agreement does not cover discrimination suits under Chapter 451 of the Act or suits brought under Chapter 554 Government Code.

15. **INFORMATION ON MEMBER CLAIM EXPERIENCE.** Periodically each Member will be provided a statement of claims cumulative for each Plan Year pertinent to that Member.

16. *SchoolComp* BYLAWS ACKNOWLEDGMENT. The Member acknowledges that it has received a copy of the Bylaws of ***SchoolComp***, and it agrees to abide by these Bylaws and any amendments thereto and by any and all reasonable policies and procedures adopted by the Board and ***SchoolComp***.

17. *SchoolComp* AUDITS. ***SchoolComp*** agrees that all ***SchoolComp*** transactions will be annually audited.

18. MAINTENANCE TAXES AND IRS FORMS. ***SchoolComp*** shall pay on behalf of each Member any workers' compensation-related maintenance tax that may be imposed and file the necessary tax forms with the Internal Revenue Service. Members may be assessed the cost of such maintenance tax or fees.

19. *SchoolComp* MEMBER PAYMENTS FROM CURRENT REVENUES. Any Political Subdivision which is a party hereto paying for the performance of governmental functions or services shall make payments therefore from current revenues available to the paying party.

20. DISCRIMINATION ACTIONS EXCLUDED. It is understood that Employers' Liability coverage does not cover discrimination suits brought under Chapter 451 of the Act nor under Chapter 554 of the Government Code, and that the Members share no responsibility under this Interlocal Agreement for funding the loss of any Member resulting from a claim brought under the above cited provisions.

21. MEMBER RIGHT OF APPEAL. The Member shall have the right to appeal any decision not irrevocably delegated to the Contractor by the Board whose determination will be final. Any appeal shall be made in writing to the Chairman of the Board of ***SchoolComp*** within sixty (60) days of decision or recommendation of the Contractor.

22. CONTINUATION OF CLAIM MANAGEMENT. If this Agreement is terminated as provided for in paragraph 2 (above),

claim management services provided by the Contractor as described in paragraph 13 (above) shall continue for all claims occurring during the Member's participation under this Agreement. Said services shall be provided and billed by the Contractor at an annual rate for each claim handled, billable in advance on September 1 of each year.

23. ENFORCEABILITY. If any portion of this Interlocal Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions hereof shall continue in full force and effect.

24. HOLD HARMLESS. It is the intent of ***SchoolComp***, the Contractor and the Member that each shall bear the burden of its own negligence, or its own error and omission, including but not limited to claims alleging violations of the Texas Insurance Code Article 21.21 the Deceptive Trade Practices and Consumer Protection Act, and the common law duty of good faith. In addition, ***SchoolComp*** and the Contractor shall not be held accountable for any increased cost or expense to the Member involving payment of indemnity, medical, or expense under any contention by the Member that a claim service, risk management service, safety engineering service, or administrative service could have been handled differently in any matter involving professional judgement, strategy, and/or discretion.

To Be Completed By *SchoolComp* Member	
Member Name	**Granbury ISD**
Signature of Authorized Official	
Date	

OR

To Be Completed By *SchoolComp* Cash Flow Member	
Member Name	
Signature of Authorized Official	
Date	

Texas Public Schools Workers' Compensation Project Member Coordinator (Paragraph 12)	
Coordinator Name & Title	
Mailing Address	
Street Address	
Phone	
Fax	
Email	

To Be Completed by *SchoolComp* Office	
Effective Date of Agreement	09/01/2017
Contract Number	
Signature of ***SchoolComp*** Secretary	
Date	

SchoolComp

The Workers' Compensation Program for
Texas Districts that Qualify
is Pleased to Offer

Granbury ISD

An Invitation to Participate

Effective 09/01/17

2017/18 Funding Requirements	
Total Workers' Compensation Allocation (Standard Funding)	$381,372
Loss Fund (All Claim Expenses)	$255,042
Program Administration (Mgmt Fee)	$76,274
Estimated Excess Insurance Premium	$50,055

Per Event Stop Loss Protection for 2017/18(SIR) is $100,000

The ***SchoolComp*** program includes a very unique funding mechanism called *Per Event Stop Loss* to protect members from spending an entire annual Loss Fund on one claim. Claims that exceed a member district's Per Event Stop Loss are proportionately shared by all districts.

SchoolComp
March 29, 2017
6100 W Plano Pkwy, Ste 1500 ● Plano, TX 75093
972.889.9300 ● Fax 972.889.3700
Toll Free 888.230.9300

Claims Administrative Services, Inc.

Our reputation for excellence is no accident.™

TEXAS EDUCATIONAL INSURANCE ASSOCIATION

WORKERS' COMPENSATION

Plan Year 2017-2018 Addendum – Part 1 of 2

Plan Sponsor: Granbury ISD

Granbury ISD, a legally constituted political subdivision of the State of Texas, whose mailing address is, 600 West Pearl Street, Granbury, TX 76048-2046 (hereinafter "the Plan Sponsor"), by its governing body, previously adopted a Plan for a Workers' Compensation Self-Insurance Joint Fund and has designated its employee described below as the board designated employee for the district to take all actions to the full extent allowed by law on behalf of the Plan Sponsor with respect to the Plan, including but not limited to electing Trustees and Officers of the Plan; approving or denying claims, benefit payments and disbursements; communicating with the Plan Supervisor; and all other actions necessary or desirable for the administration of the Plan.

The Plan Sponsor agrees to pay its Proportionate Contribution for the Plan as follows:

- Loss Fund Maximum set aside in a separate account in the records of the Plan Sponsor for claims.
- The Loss Fund computation is subject to change based on the final September 1 participants, by a factor of approximately +/- 5%.
- Fixed Cost paid by the Plan Sponsor to the Plan Supervisor for administration of claims, loss control, record keeping, and the cost of Excess Insurance, payable as follows:

Fixed Cost Includes: **Claims Administration, Record Keeping, Safety and Loss Control, Excess Insurance, plus…**

Initial contact with claimant	Setting IME appointments	Communication with Doctor
Initial contact with insured	Administering benefits timely	Visits by Adjuster
Initial contact with doctor	Annual Reports	Recorded statements
Faxes	Check stock & issuing checks	Filing state forms
Regular Meetings with Client	Subrogation Management	Answering WC legal questions
Photographs	Reports	Supervisor review of claims
Telephone	Litigation Management	Travel expenses
Monitoring medical treatment	Communication with employee	Review of claims with clients
Airfare, except extraordinary	Mileage, except extraordinary	Excess Carrier Reporting
Loss Runs	Express mail, except extraordinary	EDI requirements for Ins Carrier
Filing of 1099's	Obtain Records, except extraordinary	

.....CAS Service Guarantee, and much more.....

Loss Fund Includes: **Incurred Claims, Claims Expense Allowance, Allocated Claims Expenses, and Cost Containment**

Allocated Expenses:	Cost associated with bank account or its maintenance
Attorney fees	Extraordinary travel expenses incurred by CAS
Medical opinions	Cost associated with Occupational Rehabilitation
Independent Medical Examination	Pre-authorization or Utilization
Peer Review	Court costs
Subrogation Recovery (Percent of Recovery)	Specialty Bill Review
Medical Bill Negotiations	Medical Case Management
Cost of surveillance	Interest paid as result of Litigation
Witness travel expense	Cost for obtaining and copying of public or medical records
Witness fees	Cost for photography, preparation of maps, diagrams or physical analysis
Cost for property damage appraisal fees	Cost of employing experts' testimony

Cost Containment:

CAS does provide cost containment services for our clients. Cost containment services are allocated to the claim and billed at the following rates. Field Case Management, $88 per hour + mileage; Telephonic Case Management, $88 per hour; Rehabilitation/Vocational Case Management, $88 per hour + mileage; Pre-Authorization, $150 flat rate per request; Specialty Bill Review 25% of savings; Medical Bill Negotiations 25% of savings; Pharmacy Network, 9% of savings; Ancillary Services, 9% of savings; Medical Necessity Review, $125 Coordination fee + cost; Subrogation, no charge if done in-house or at cost if a complicated case that would be better represented by an attorney; Investigation Services, $35 for initial database research/$84 per hour for surveillance.

CAS has a proven record in reducing claims cost. CAS adjusters aggressively work with the injured employee and doctors to get the employee back to work and close their file. CAS works closely with their clients to establish a long-term partnership.

Claims Administrative Services, Inc.

Our reputation for excellence is no accident.™

Texas Educational Insurance Association

WORKERS' COMPENSATION

Plan Year 2017-2018 Addendum – Part 2 of 2

Plan Sponsor: Granbury ISD

Your workers' comp rates have changed by the amounts noted below. The one remaining variable will be the payroll for each year which is estimated to be **$40,312,125** for 2017-2018. Should your payroll vary from this estimate you may see a greater or lesser decrease in your total dollars spent however the rate applied to the payroll will be unchanged.

By Selecting a New 5-Year Plan the District Locks in their Fixed Cost Rate for Five Years!

☐ Begin New 5 Year Plan/Year 1	
☐ **Fixed Cost** Payment in Full ***Due on 9/1 of each year***	☐ **Fixed Cost** Quarterly Payments of *40%, 20%, 20%, 20%* ***Due on 9/1, 12/1, 3/1, and 6/1 of each year***
Fixed Cost: $51,540	**Loss Fund: $208,776**

By Selecting a New 3-Year Plan the District Locks in their Fixed Cost Rate for Three Years!

☐ Begin New 3 Year Plan/Year 1	
☐ **Fixed Cost** Payment in Full ***Due on 9/1 of each year***	☐ **Fixed Cost** Quarterly Payments of *40%, 20%, 20%, 20%* ***Due on 9/1, 12/1, 3/1, and 6/1 of each year***
Fixed Cost: $51,540	**Loss Fund: $208,776**

☐ DRAFT OUR W/C FUND BANK ACCOUNT ON DUE DATE – ***Plan Sponsor*** *authorizes payment by draft on the due date for any and all billings.* ***Plan Supervisor*** *will provide copy of Draft Invoice prior to due date.*

SHOULD THE DISTRICT NOT CHOOSE THE DRAFT PAYMENT METHOD, INITIAL INVOICE WILL BE ISSUED PRIOR TO 8/1/17, PAYABLE ON 9/1/17 AND EACH SUBSEQUENT 9/1 FOR THE RESPECTIVE FIXED COST FOR THE REMAINING YEARS OF THE PLAN.

CERTIFICATE

As its duly designated employee, I acknowledge that **Granbury ISD** wishes to continue the agreement as previously approved by the Board of Trustees, the governing body of such district. As the designated employee of said district, I am exercising the authority conveyed by the Board of Trustees to extend the term of this agreement for an additional five years ____ or three years ____, which must be completed before an exit option is available. I further acknowledge that this agreement guarantees only the Fixed Cost Rate and does not guarantee the Fixed Cost or Loss Fund amounts. It is understood that Fixed Cost and Loss Fund are subject to change each year of the agreement based on the actual payrolls of the district. **Effective start date of this plan addendum is September 1, 2017.**

/ /2017	/	
Date	**Signature (Board Designated Employee for the District)**	**Title**

Please Select a Plan Option, initial Certificate and return signed Addendum to CAS by 5/1/2017.

CAS-Claims Administrative Services, Inc.
501 Shelley Drive Tyler, TX 75711
Phone: 903.509.8484 Fax: 903.509.1888 Toll Free: 800.765.2412 www.cas-services.com

TASB RISK MANAGEMENT FUND

12007 Research Blvd. • Austin, Texas 78759-2439 • P.O. Box 301 • Austin, Texas 78767-0301
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Administered by the Texas Association of School Boards, Inc.

Granbury ISD

Contribution & Coverage Summary (CCS)

Participation Period: September 1, 2017 through August 31, 2018

WORKERS' COMPENSATION AGGREGATE DEDUCTIBLE

Estimated Payroll and Contribution - Subject to Audit

Classification	Estimated Payroll	Net Annual Rate	Estimated Contribution
7380 - Bus Drivers	$1,767,470	0.011510	$20,344
7720 - Police Officers	$0	0.007460	$0
8810 - Clerical	$1,939,454	0.001407	$2,729
8868 - Professional	$34,934,998	0.001407	$49,154
9101 - All Other	$1,670,203	0.013642	$22,785
Totals	$40,312,125		$95,012

	A.	Estimated Contribution	$95,012
Claims Liability Calculation	B.	Aggregate Deductible Rate	0.004618422
	C.	Estimated Payroll per above	$40,312,125
	D.	Estimated Claims Liability (B x C)	$186,178
	E.	Estimated Maximum Program Cost (A+D) for the Participation Period	$281,190

TOTAL CONTRIBUTION	$95,012

This is not an Invoice.

TEXAS WORKERS' COMPENSATION COVERAGE
TEXAS RURAL EDUCATION ASSOCIATION RISK MANAGEMENT COOPERATIVE
PROPOSAL WORKSHEET

TREA RMC

DEDUCTIBLE Plan

Granbury ISD
600 West Pearl
Granbury, TX. 76048

Date of Proposal: 6/8/17
Proposal Effective Date: 09/01/17
Proposal Expiration Date: 09/01/18

Code	Classifications	Rate	Estimated Payroll	Number of Employees Full	P/Time	Estimated Contribution
						$ -
						$ -
						$ -
8810	CLERICAL / ADMINISTRATIVE	0.34	3,437,673			$ 11,688
						$ -
8868	PROFESSIONAL EMPLOYEES	1.06	34,934,998			$ 370,311
						$ -
						$ -
9101	SCHOOL: ALL OTHER EMPLOYEES & DRIVERS	8.41	1,939,454			$ 163,108
						$ -
						$ -
						$ -
Totals			40,312,125	0		$ 545,107
Total Manual Contribution						$ 545,107
Plus Waiver of Subrogation Contribution				0%	$ -	
				0%	$ -	
Total Contribution Subject to Prior Experience Adjustment						$ 545,107
Adjustment Factor				-86.0%	$ (468,792)	
Estimated Modified Contribution						$ 76,315
x Schedule Rating Credit/Debit Factor – Amount				0.0%	$ -	
Estimated Modified /Schedule Rating Contribution						$ 76,315
Less Deductible Credit				0.0%	$ -	
Plus L. & H.W., Admiralty or F.E.L.A. Operations Contribution				N/A	N/A	
Estimated Standard Contribution						$ 76,315
= Estimated Contribution Volume Discount				0.0%	$ -	
Estimated Discount Standard Contribution						$ 76,315
Plus Expense Constant				N/A	0	
Net Standard Contribution						$ 76,315
Plus Contribution to Deductible Security Fund (if applicable)				N/A	N/A	
Plus Group Participation Fee (if applicable)				N/A	N/A	
AVERAGE ANNUAL LOSSES FOR FIVE YEARS						**$ 76,315**

Item 3 **State or Territory**

A Texas

B None

Item 4 **Locations**

Various worksite locations **Granbury ISD** locations on file

TEXAS RURAL EDUCATION ASSOCIATION RISK MANAGEMENT COOPERATIVE
TEXAS WORKERS' COMPENSATION COVERAGE

TREA RMC

Entity: **Granbury ISD** Policy No. **111901**

EXPLANATORY NOTES:

1. Codes, classifications and the minimum Contribution, if applicable, are those filed with the Texas Department of Insurance effective January 1, 2010.

2. The estimated contribution for each classification is the result of multiplying the rates times each $100 unit of payroll.

3. The Contribution Volume Discount is estimated based on the overall Contribution volume. The actual final Contribution Volume Discount will be based on the audited contribution at year-end and will be adjusted upon audit at year-end.

4. The estimated annual payroll for each classification is based on the payroll figures provided to TREA RMC.

5. If this quote is accepted, payment is due in full prior to the inception of coverage. Optional payment plans may be available.

6. Coverages are issued for a 12 month term with option to renew additional terms.

7. Cancellation provision is amended to provide 90 days notice of cancellation except in the case of non-payment of contribution.

8. Renewal quote for optional 2nd and 3rd year will be provided to the district 90 days prior to expiration.

Proposed Effective Date:	SEPT 1, 2017
Proposed Expiration Date:	SEPT 1, 2018
Total Estimated Annual Amount *:	$150,000
Annual Deductible:	**($150,000)**
Administration Fee and Stop Loss:	**$ 76,315**
Three Year Guaranteed Rate Discount:	**($3,816)**
Total:	**$72,499**
Guaranteed Rate Deposit:	**$10,875**
Total Required At Policy Inception:	**$83,374**

9. Coverage for Distirct is issued at Guaranteed Cost without provision for assessment or premium charge to the district for any shortfalls, if any, in the risk pool for any program year

10. Coverage issued for the District is not subject to 'risk sharing' with any other cooperative members. Contribution for the District is not subject to the participation of other cooperative members.

11. Coverage for District secured by TREA RMC thru US Specialty Reinsurance.

* These values are composed of Net Standard Contribution, a Deductible Credit (if applicable), and Expense Constant.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 19, 2017
For: Information

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: June 12, 2017
RE: May 31, 2017
Financial Statements

SUMMARY:

Attached are the financial statements for the period ended May 31, 2017 for the general operating fund.

The statement for the period ended May 31, 2017, includes only those transactions that occurred between the period of September 1, 2016, and May 31, 2017. Revenue collected to date equals 92.39% of the budgeted amount compared to 92.64% last year. Expenditures to date represent 72.44% of the budget compared to 69.74% last year.

Respectfully submitted,



Assistant Superintendent for Finance and Operations

Staff Persons Responsible: Dobie Williams
Emmett Whitefield

Date Submitted: June 12, 2017

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND - SORTED BY FUNCTION CODE
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED MAY 31, 2016

		ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT	PRIOR YTD PERCENT
REVENUES						
5700	LOCAL					
	PROPERTY TAXES	48,573,905	47,326,398	1,247,507	97.43%	98.89%
	INVESTMENT INCOME	29,000	87,210	-58,210	300.72%	96.50%
	OTHER LOCAL INCOME	488,063	447,582	40,481	91.71%	111.32%
5800	STATE					
	STATE FUNDING	9,179,309	6,228,700	2,950,609	67.86%	61.62%
5900	FEDERAL					
	FEDERAL PROJECTS	835,000	520,159	314,841	62.29%	92.83%
	TOTAL REVENUES	**59,105,277**	**54,610,049**	**4,495,228**	**92.39%**	**92.64%**
EXPENDITURES						
11	INSTRUCTION	31,720,919	23,458,624	8,262,295	73.95%	69.44%
12	INSTRUCTIONAL RESOURCES & MEDIA	730,355	563,495	166,860	77.15%	72.03%
13	CURRICULUM & STAFF DEVELOPMENT	803,234	589,812	213,422	73.43%	75.07%
21	INSTRUCTIONAL LEADERSHIP	506,360	360,885	145,475	71.27%	75.68%
23	SCHOOL LEADERSHIP	3,359,764	2,472,198	887,566	73.58%	74.73%
31	GUIDANCE/COUNSELING	2,642,951	1,989,496	653,455	75.28%	71.94%
32	SOCIAL WORK SERVICES	65,000	64,648	352	99.46%	100.00%
33	HEALTH SERVICES	438,821	324,582	114,239	73.97%	68.91%
34	TRANSPORTATION	2,826,972	2,045,386	781,586	72.35%	72.74%
35	FOOD SERVICE	0	0	0	0.00%	0.00%
36	CO-CURRICULAR/EXTRACURRICULAR	1,869,094	1,357,174	511,920	72.61%	71.01%
41	GENERAL ADMINISTRATION	2,398,026	1,630,111	767,915	67.98%	73.41%
51	PLANT MAINTENANCE	6,166,373	4,414,120	1,752,253	71.58%	73.98%
52	SECURITY & MONITORING SERVICES	561,898	430,393	131,505	76.60%	76.68%
53	DATA PROCESSING	1,238,961	908,808	330,153	73.35%	80.22%
61	COMMUNITY EDUCATION	88,603	31,003	57,600	34.99%	80.01%
71	DEBT SERVICE	0	0	0	0.00%	0.00%
81	FACILITIES CONSTRUCTION & ACQUISITION	355,235	351,543	3,692	98.96%	100.00%
91	CONTR INSTRUCTIONAL SERVICES	3,149,338	1,887,771	1,261,567	59.94%	52.27%
93	PAYMENTS TO FISCAL AGENT	25,620	25,620	0	100.00%	0.00%
99	OTHER INTER GOV CHARGES	840,000	406,994	433,006	48.45%	64.44%
	TOTAL EXPENDITURES	**59,787,524**	**43,312,665**	**16,474,858**	**72.44%**	**69.74%**
		0				
	OTHER SOURCES (USES)	0	0	0	0.00%	0.00%
	EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	**(682,247)**	**11,297,384**	**(11,979,631)**		

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED MAY 31, 2016

	ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT
REVENUES				
5700 LOCAL SOURCES	49,090,968	47,861,190	1,229,778	97.49%
5800 STATE SOURCES	9,179,309	6,228,700	2,950,609	67.86%
5900 FEDERAL SOURCES	835,000	520,159	314,841	62.29%
TOTAL REVENUES	**59,105,277**	**54,610,049**	**4,495,228**	**92.39%**
EXPENDITURES				
6100 PAYROLL COSTS	44,223,700	32,778,325	11,445,375	74.12%
6200 PROFESSIONAL & CONTRACTED SERVICES	9,754,364	6,231,827	3,522,537	63.89%
6300 SUPPLIES/MATERIALS	2,680,146	2,018,875	661,271	75.33%
6400 OTHER OPERATING	1,328,308	875,826	452,482	65.94%
6500 DEBT SERVICE	0	0	0	0.00%
6600 CAPITAL OUTLAY	1,801,005	1,407,812	393,193	78.17%
TOTAL EXPENDITURES	**59,787,524**	**43,312,665**	**16,474,858**	**72.44%**
OTHER SOURCES AND USES				
7900 OTHER RESOURCES	0	0	0	0.00%
8900 OTHER USES	0	0	0	0.00%
OTHER SOURCES(USES)	**0**	**0**	**0**	**0.00%**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**(682,247)**	**11,297,384**	**(11,979,631)**	

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 19, 2017
For: Information

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: June 12, 2017
RE: Cash Flow and Investment Report as of May 31, 2017

SUMMARY:

Attached is the Cash Flow and Investment Report for the period ending May 31, 2017.

Respectfully submitted,

D O Williams

Assistant Superintendent for Finance and Operations

Staff Person Responsible: Dobie Williams
Emmett Whitefield

Date Submitted: June 12, 2017

GRANBURY INDEPENDENT SCHOOL DISTRICT

CASH AND INVESTMENT REPORT

FROM MAY 1, 2017 TO MAY 31, 2017

FOR BOARD MEETING June 19, 2017

	FIRST FINANCIAL BANK								INVESTMENTS				MAPP	
	GENERAL FUND	DEBT	CAPITAL PROJ	PAYROLL	A/P	WC FUND	EZDENT	CHILD NUTRITION	LOGIC	LONE STAR	TEXPOOL	TEXAS TERM	PROGRAM	TOTAL
BEGINNING BALANCE-MAY 1, 2017	$ 1,076,076	$ 4,231	$ 22,346	$ 1,472,060	$ 57,575	$ 329,963	$ 19,064	$ 382,442	$ 3,273,073	$ 45,628,840	$ 2,285	$ 1,054,931	$ 5,026,574	$ 58,349,460
LOCAL REVENUE-RENT, CAFÉ MEALS,ATH	$ 84,870.00		$ -					$ 108,411						$ 193,281
														$ -
TAX COLLECTIONS	$ -	$ -								$ 204,103				$ 204,103
														$ -
TEA COLLECTIONS:														$ -
CHILD NUTRITION	$ 222,367							$ 222,367						$ 444,734
FOUNDATION	$ -													$ -
TITLE FUNDS	$ 297,652													$ 297,652
AVAILABLE SCHOOL FUND	$ 217,947													$ 217,947
IDEA-B FUNDS	$ 298,272													$ 298,272
IMA	$ 9,755													$ 9,755
PERKINS	$ 18,809													$ 18,809
MAC/SHARS	$ 457													$ 457
TRANSFERS IN	$ 4,000,000	$ -	$ 122,030	$ 1,476,459	$ 1,444,123	$ 33,217	$ 15,851		$ -	$ -	$ -	$ -	$ -	$ 7,091,679
														$ -
BOND PAYMENT		$ -												$ -
OPERATING EXPENSES	$ (1,366,067)		$ (140,057)		$ (1,280,932)	$ (7,128)	$ (12,603)	$ (172,440)	$ -	$ -			$ (491)	$ (2,979,718)
PAYROLL	$ (3,744,170)		$ -	$ (1,510,688)				$ (98,526)						$ (5,353,384)
TEA RECAPTURE	$ (429,194)	$ -			$ -									$ (429,194)
TRANSFERS OUT	$ -	$ -	$ -			$ -			$ -	$ (4,122,000)	$ -	$ -		$ (4,122,000)
MARKET APPRECIATION / (DEPRECIATION)													$ (6,474)	$ (6,474)
MONTHLY DIVIDENDS & INTEREST EARNED AND PAID	$ 436	$ 2	$ 4	$ 488	$ 86	$ 160	$ 10	$ 192	$ 2,991	$ 38,282	$ 2	$ 43	$ 5,397	$ 48,093
ACCRUED INTEREST PAID														$ -
ENDING BALANCE - MAY 31, 2017	$ 687,210	$ 4,233	$ 4,322	$ 1,438,319	$ 220,851	$ 356,212	$ 22,322	$ 442,446	$ 3,276,065	$ 41,749,224	$ 2,287	$ 1,054,974	$ 5,025,006	$ 54,283,471
INTEREST ACCRUED, NOT PAID AT MONTHS END														$ -
WEIGHTED AVERAGE MATURITY	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	27 Days	49 Days	42 Days	113 Days	0.64 yrs	
CURRENT MONTH AVERAGE MONTHLY INTEREST RATE:	0.542%	0.542%	0.542%	0.542%	0.542%	0.542%	0.542%	0.542%	1.094%	1.013%	0.842%	0.770%	1.341% YTM	
PRIOR MONTH AVERAGE MONTHLY INTEREST RATE:	0.542%	0.542%	0.542%	0.542%	0.542%	0.542%	0.542%	0.542%	1.066%	0.998%	0.712%	0.750%	1.211% YTM	
												CDs Various	2.185% Coupon	

We, the approved Investment Officers of Granbury ISD, hereby certify that the above Investment Report represents the investment position of the District (as of the end of the month indicated at the top of this investment form) in accordance with the Board approved Investment Funds Policy, the Public Funds Investment Act (Texas Government Code 2256), and Generally Accepted Accounting Principals (GAAP).

L..O. "Dobie" Williams
Assistant Superintendent for Finance and Operations

Emmett J. Whitefield

2016-17 INTEREST			
ACCRUED (as of 5/31/17)			
Sep-16	$ 26,455.89	Mar-17	$ 46,406.66
Oct-16	$ 20,730.93	Apr-17	$ 47,651.51
Nov-16	$ 21,819.82	May-17	$ 48,093.36
Dec-16	$ 57,641.71	Jun-17	
Jan-17	$ 39,641.44	Jul-17	
Feb-17	$ 45,335.91	Aug-17	
		TOTAL	$ 353,777.23

APRIL INTEREST ACCRUED	$ -
APRIL INTEREST EARNED & PD	$ 48,093.36

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 19, 2017
For: Information

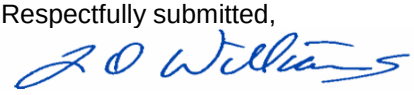
TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: June 12, 2017
RE: Bond Expenditure Update
As of May 31, 2017

SUMMARY:

Attached are bond expenditures through the period ended May 31, 2017. Expenditures are divided into two categories - "Construction" and "Other Areas". The Construction category includes expenditures related to the construction or renovation/remodeling of buildings. The Construction category also includes a breakdown of expenditures by vendor. The Other Areas category includes expenditures for non-construction related expenditures from bond funds.

Respectfully submitted,



Assistant Superintendent for Finance and Operations

Staff Person Responsible: Dobie Williams
Karen Johnson

Date Submitted: June 12, 2017

GRANBURY ISD

Bond Project Status

Budget, Commitments, Expenditures, Construction Contracts (thru 05/31/17)

Summary Status - Construction

Description	Budgeted	Committed	Expended
Soft Cost	$ 4,774,565.58	$ 25,000.00	$ 4,743,315.59
Hard Cost	$ 58,918,396.26	$ 66,392.70	$ 58,630,113.03
Contingency	$ 564,852.89	$ -	$ 548,950.79
Construction Total	***$ 64,257,814.73***	***$ 91,392.70***	***$ 63,922,379.41***

Summary Status - Other Areas

Description	Budgeted	Committed	Expended
Band Equip	$ 400,000.21	$ -	$ 347,138.86
Bus Replacement	$ 1,600,000.00	$ -	$ 1,599,999.98
Classroom Furniture	$ 1,030,827.67	$ 799,233.17	$ 226,360.77
Furniture, Fixture, Equip	$ 4,391,914.48	$ 245,818.83	$ 3,978,775.79
Technology	$ 10,291,269.39	$ 670,271.11	$ 7,216,106.88
Other Areas Total	***$ 17,714,011.75***	***$ 1,715,323.11***	***$ 13,368,382.28***

Construction Vendor Status

Contract / Service	Paid to Date	Description
Alliance Geotech	$ 259,582.31	*Materials Testing*
B & S Southern Sign	$ 3,335.00	*Signage*
Buford-Thompson	$ 58,884,165.03	*Construction Mgr*
City of Granbury	$ 186,743.30	*Permits*
DFW Waste Oil	$ 650.00	*Oil Disposal - GHS Auto Shop*
Elliott Electric	$ 10,682.75	*CTE Move to Ag Complex*
ERI Consulting	$ 5,925.00	*Asbestos Abatement Consultant GHS*
GCA Services	$ 13,401.20	*Scrub & Finish New VCT - GHS*
G&G Electric	$ 12,477.00	*AG Complex Welder Plugs; Misc Svc*
Gomez Floor	$ 2,764.53	*Dressing Rm Floors (due to abatement)*
Grainger	$ 1,720.86	*Hoists for Ag & Auto Shop*
Granbury Glass	$ 2,292.00	*Mirrors - GHS*
Granbury Winnelson	$ 5,833.84	*Rods for Band & Choir Uniform Storage*
HC News	$ 196.50	*Public Notice Ad*
HD Snow House Moving	$ 13,600.00	*Move Portables*
Henson's	$ 2,311.00	*JROTC Metal Plate*
Home Depot	$ 7,441.13	*Ramps to Portables; Misc.*
Huckabee	$ 4,223,415.98	*Architect*
IESI	$ 13,613.66	*Temporary Roll-Off*
JPH Land Surveying	$ 44,900.00	*Survey*
JSK Company	$ 7,480.00	*Video Surveillance Supplies - GHS*
Kelly-Moore	$ 2,622.18	*JROTC Floor*
Lone Star Communications	$ 3,380.00	*AES & EES Gym Intercom*
Mark's Plumbing	$ 392.48	*Temporary Training Rm*
Mobile Modular	$ 12,472.30	*Pods - GHS*
1 Priority	$ 31,700.00	*Abatement - GHS*
Print One	$ 133.25	*Signage - OW*
Rental One	$ 578.10	*Equipment Rental*
Quality Sound	$ 28,100.00	*PA System Upgrade - BIS, OWS*
Refrigerated Specialist	$ 2,050.00	*PA System Upgrade - BIS, OWS*
School Specialty	$ 367.71	*White Board - OW*
STS360	$ 91,631.64	*Video Surveillance Upgrade - GHS*
TASB	$ 21,382.00	*Asbestos Testing - All campuses*
The Rios Group	$ 22,875.00	*Subsurface Utility*
TX Dept of State Health Svc	$ 238.00	*Asbestos Abatement Notification Fee*
Woodard Builders	$ 1,925.66	*Glass in Receptionist Door - BES*
Construction Vendor Total	***$ 63,922,379.41***	

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 19, 2017
For: Information

TO: Dr. James Largent, Superintendent

FROM: Dobie Williams
DATE: June 12, 2017
RE: Report of Categorical Purchases Between $50,000 and $100,000 as Per Board Policy CH (LOCAL)

SUMMARY:

The attached categorical purchases between $50,000 and $100,000 for the period of May 1, 2017 through May 31, 2017 are being reported as per the requirements of Board Policy CH (LOCAL), which states:

The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs $50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place, except as otherwise provided in this policy.

The Superintendent is not required to obtain Board approval for the following types of budgeted purchases costing less than $100,000, but shall subsequently report them to the Board:

1. *A purchase made pursuant to a Board-approved interlocal contract, in accordance with law;*
2. *A purchase made through a cooperative purchasing program or state purchasing program that satisfies the District's obligation for competitive purchasing [see CH(LEGAL)]; or*
3. *A continuing or periodic purchase under a Board-approved bid or contract.*

Respectfully submitted,

D O Williams

Assistant Superintendent for Finance and Operations

Staff Person Responsible: Dobie Williams
Debbie Johnson

Date Submitted: May 12, 2017

GRANBURY ISD

REPORT ON PURCHASES THROUGH A COOPERATIVE OR INTERLOCAL

Single Purchase Between $50,000 and $100,000 in accordance with CH(LOCAL)

Board Meeting – June 19, 2017

Purchases 5/1/17 through 5/31/17

Vendor	Cooperative/Inter local	Description	Amount
Dell Marketing	DIR	Chromebooks for summer school	$80,100.00
SDB, Inc.	TIPS	Painting – Summer Project	$52,546.82