Notice of Regular
Board of Trustees
July 19, 2016

A Regular of the Board of Trustees will be held on July 19, 2016, beginning at 7:00 PM, in the Administration Building, 400 East Loop 340, Waco, TX 76705.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. For more information about public comment, see Policy BED. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

I. Roll Call, Establishment of Quorum, and Call to Order -- Board President
II. Opening Ceremony -- Board President
III. Consider Listing of Agenda Items -- Board President
IV. Recognition Items -- Board President and Dr. Sharon M. Shields
V. Public Participation -- Board President
VI. Special Reports -- Board President
    A. Superintendent's Report -- Dr. Sharon M. Shields
        1. Student Enrollment Update -- Dr. Sharon M. Shields
        2. Calendar of Events -- Dr. Sharon M. Shields
        3. Leadership Team Times -- Dr. Sharon M. Shields
        4. Board Goals Update -- Dr. Sharon M. Shields
    B. Delinquent Tax Report -- Ms. Diane Roepke and Mr. Robert Meyers
VII. Consider Consent Agenda Items -- Board President
    A. Minutes for Meetings Held -- Ms. Lori Mynarcik
    B. Monthly Tax Collection Recap and Report -- Ms. Diane Roepke
    C. Budget Amendments -- Ms. Diane Roepke
    D. Quarterly Investment Report -- Ms. Diane Roepke
    E. Quarterly Report on the District's Surplus Property -- Ms. Diane Roepke
    F. Addendum to Contract with Durham Transportation for Transportation Services -- Ms. Diane Roepke
    G. Personnel Items -- Mr. Todd Gooden
        1. Personnel Resignations, Contract Renewals, Contract Recommendations, Job Description(s) or Revisions to Job Description(s), and Paygrade Chart or Revisions to Paygrade Chart -- Mr. Todd Gooden
    H. Student Handbooks and Codes of Conduct for 2016-2017 -- Mr. Todd Gooden
    I. Employee Handbook Revisions -- Mr. Todd Gooden
    J. Policy Update 105, Affecting Local Policies Listed Below -- Mr. Todd Gooden
        1. BJCF (LOCAL): Superintendent - Nonrenewal -- Mr. Todd Gooden
        2. BQ (LOCAL): Planning and Decision-Making Process -- Mr. Todd Gooden
        3. CLB (LOCAL): Buildings, Grounds, and Equipment Management - Maintenance -- Mr. Todd Gooden
        4. CLE (LOCAL): Buildings, Grounds, and Equipment Management - Flag Displays -- Mr. Todd Gooden
        5. CPC (LOCAL): Office Management - Records Management -- Mr. Todd Gooden

6. DBA (LOCAL): Employment Requirements and Restrictions - Credentials and Records -- Mr. Todd Gooden
7. DFBB (LOCAL): Term Contracts - Nonrenewal -- Mr. Todd Gooden
8. DFFA (LOCAL): Reduction in Force - Financial Exigency -- Mr. Todd Gooden
9. DFFB (LOCAL): Reduction in Force - Program Change -- Mr. Todd Gooden
10. EHBD (LOCAL): Special Programs - Federal Title I -- Mr. Todd Gooden
11. FDC (LOCAL): Admissions - Homeless Students -- Mr. Todd Gooden

VIII. Action and Discussion Items -- Board President

A. Consider Monthly Budget Analysis Report -- Ms. Diane Roepke

B. 2016-2017 Salary Schedule for Professional, Support, and Auxiliary Personnel -- Mr. Todd Gooden

C. 2016-2017 Teacher, Counselor, Librarian, and Nurse Salary Schedule -- Mr. Todd Gooden

D. Preliminary 2016-2017 Budget Discussion -- Ms. Diane Roepke

E. Accept the Resignation of Mr. Kevin Harris, Board Member for Single-Member District 3 -- Board President and Dr. Sharon M. Shields

F. Discuss and Consider Replacement of Board Member for Single-Member District 3 -- Board President and Dr. Sharon M. Shields

G. Consider 2016-2017 Board of Trustees Goals and Objectives -- Board President

IX. Closed Meeting -- Board President

X. Adjournment -- Board President

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See TASB Policy BEC(LEGAL)]

_____

For the Board of Trustees

ROLL CALL, ESTABLISHMENT OF QUORUM, AND CALL TO ORDER

The meeting was called to order at _____ m.

Board of Trustees Members Present: _____

_____

Board of Trustees Members Absent: _____

_____

School Personnel Present: _____

_____

_____

_____

Others Present: _____

_____

_____

BOARD PRESIDENT:

THE OPENING CEREMONY CONSISTING OF THE PLEDGE OF ALLEGIANCE

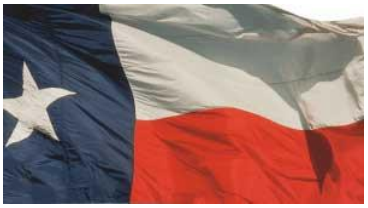
TO THE AMERICAN FLAG AND TO THE TEXAS FLAG WILL BE PROVIDED BY:

_____

(NAME, TITLE, POSITION, LVISD CAMPUS/DEPT.)



PLEDGE TO UNITED STATES FLAG. I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.



PLEDGE TO TEXAS FLAG: "Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

APPROVE LISTING OF AGENDA ITEMS

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☒ Attached ☐ Provided Later ☐

Contact Person:
Dr. Sharon M. Shields and Board President

Background Information:
Board Members are asked to review the listing of agenda items.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

Motion: _____

Second: _____

For: _____

Against _____

Abstain: _____

PUBLIC PARTICIPATION

Presented for:
Board action ☐ Report/Review Only ☒

Supporting documents:
None ☒ Attached ☐ Provided Later ☐

Contact Person(s):
Board President and Dr. Sharon M. Shields

Background Information:
LVISD POLICY BED (LOCAL) -- Public Participation: At regular meetings the Board shall allot 30 minutes to hear persons who desire to make comments to the Board. Persons who wish to participate in this portion of the meeting shall sign up with the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak.

Limit on Participation: Audience participation is limited to the portion of the meeting designated for that purpose. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless recognized by the presiding officer. No presentation shall exceed five (5) minutes. Delegations of more than five persons shall appoint one person to present their views before the Board.

Board's Response—Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

Complaints and Concerns—Complaints and concerns for which other resolution channels are provided shall be directed through those channels. The presiding officer or designee shall determine whether a person who wishes to address the Board has attempted to solve a matter administratively. If not, the person shall be directed to the appropriate policy to seek resolution before bringing the matter to the Board at a subsequent meeting.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

SPECIAL REPORTS

Presented for:
Board action ☐ Report/Review Only ☒

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
N/A

Background Information:
This portion of the meeting is to provide special reports to the Board of Trustees.

Fiscal Implication:
N/A

Administrative Recommendation:
This report is being provided for informational purposes.

Superintendent's Report

1. **Student Enrollment Update**
2. **Calendar of Events**
3. **Leadership Team Times**
4. **Board Goals Update**

Presented for:
Board action ☐ Report/Review Only ☒

Supporting documents:
None ☐ Attached ☐ Provided Later ☒

Contact Person:
Dr. Sharon M. Shields

Background Information:
This portion of the board meeting is reserved to update the Board of Trustees on calendar and miscellaneous items.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

CONSENT AGENDA ITEMS

Presented for:
Board action ☒ Report/Review Only ☒

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
N/A

Background Information:
The consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

Motion:

Second:

For:

Against

Abstain:

Approve Minutes for Meeting(s) Held

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Dr. Sharon M. Shields or Ms. Lori Mynarcik

Background Information:
The Board shall prepare and retain minutes or make a tape recording of each of its open meetings. The minutes shall state the subject matter of each deliberation and shall indicate each vote, order, decision, or other action taken by the Board. The minutes or tapes are public records and shall be made available for public inspection and copying on request to the Superintendent or designee.

Fiscal Implication:
None.

Administrative Recommendation:
Board review and approval.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

Monthly Tax Collection Recap and Report

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Ms. Diane Roepke

Background Information:
The District contracts with the McLennan County Tax Office for the collection of the current and delinquent taxes and penalty and interest on those taxes. As part of this service, the Tax Office supplies the District with a monthly cumulative summary of taxes and penalty and interest collected. Attached the Board will find the monthly tax collection recap and report prepared by the Business Office. This report has been reconciled with the summary report received from the tax office.

Fiscal Implication:
N/A

Administrative Recommendation:
It is recommended that the Board approve the Monthly Tax Collection Recap and Report as submitted.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

Personnel Items

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Mr. Todd Gooden

Background Information:
The following personnel items are submitted for board approval.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

Personnel Resignations, Contract Renewals, Contract Recommendations, Job Description(s) or Revisions to Job Description(s), and Paygrade Chart or Revisions to Paygrade Chart

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Mr. Todd Gooden

Background Information:
Board Members approve the resignations of all professional personnel. The Board of Trustees of any independent school district may employ by contract a superintendent, a principal or principals, teachers, or other executive officers for a term not to exceed the maximum specified in this section. In those independent school districts with a scholastic population of fewer than 5,000, the term of such contracts shall not exceed three years. The personnel department, campus principals, and management teams interview and check references on each applicant who makes application to become a member of the staff of the La Vega Independent School District. The Board of Trustees must approve revisions to the LVISD Job Description Manual.

Fiscal Implication:
Personnel salaries are a budgeted item.

Administrative Recommendation:
Board approval of the resignations, contract renewals, contract recommendations, job descriptions or revisions to job descriptions, and revisions to the Paygrade Chart as presented.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

ACTION / DISCUSSION ITEMS

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
N/A

Background Information:
The following items are included for board discussion and possible action.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

Monthly Budget Analysis Report

Presented for:
Board action ☒ Report/Review Only ☐

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Ms. Diane Roepke

Background Information:
The District compiles and reports revenue and expenditure data for all funds on a monthly basis. The attached monthly budget analysis reports compare year-to-date revenue and expenditures to the same period from last fiscal year. Monthly budget analysis reports are presented for the General Operating Fund; Child Nutrition Fund; and, Debt Service Fund.

Fiscal Implication:
N/A

Administrative Recommendation:
It is recommended that the Board approve the Monthly Budget Analysis Reports as submitted.

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

Consider 2016-2017 Board Goals and Objectives

Presented for:
Board action ☒ Report/Review Only ☒

Supporting documents:
None ☐ Attached ☒ Provided Later ☐

Contact Person:
Board President

Background Information:
A copy of the 2015-2016 Board Goals and Objectives is attached.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

La Vega ISD Board of Trustees Goals
2015-2016

Goal #1 – LaVega ISD will promote a culture of academic achievement.

Objective 1a – Scores will meet or exceed the state average in at least 80% of tested areas as evidenced by the Texas Academic Performance Report.

Evidence of goal attainment

- The District's STAAR Percent at Phase-in Satisfactory Standard or Above will be at or above the state average in All Subjects
- The District's STAAR Percent at Phase-in Satisfactory Standard or Above will be at or above the state average in Mathematics
- The District's STAAR Percent at Phase-in Satisfactory Standard or Above will be at or above the state average in Writing
- The District's STAAR Percent at Phase-in Satisfactory Standard or Above will be at or above the state average in Science
- The District's STAAR Percent at Phase-in Satisfactory Standard or Above will be at or above the state average in Social Studies
- **The District will earn a rating of "Met Standard" or equivalent as defined by the state accountability system**
- **La Vega Primary School will earn a rating of "Met Standard" or equivalent as defined by the state accountability system**
- **La Vega Elementary School will earn a rating of "Met Standard" or equivalent as defined by the state accountability system**
- **La Vega Intermediate School HP Miles Campus will earn a rating of "Met Standard" or equivalent as defined by the state accountability system**
- **La Vega Junior High School George Dixson Campus will earn a rating of "Met Standard" or equivalent as defined by the state accountability system**
- **La Vega High School will earn a rating of "Met Standard" or equivalent as defined by the state accountability system**

Objective 1b – The Early College High School will have a successful first year promoting a college going culture as evidenced by positive survey results from students, parents and staff.

Evidence of goal attainment

- ECHS Student survey results will show at least 80% are satisfied with the implementation of La Vega's ECHS
- ECHS Parent survey results will show at least 80% are satisfied with the implementation of La Vega's ECHS

- ECHS Staff survey results will show at least 80% are satisfied with the implementation of La Vega's ECHS

Objective 1c – Dual Credit enrollment will increase by 3% from the prior school year.

Evidence of goal attainment

- The number of dual credit enrollment at La Vega High School and La Vega Early College High School increased by 3% from the 2014-2015 school year.

Objective 1d – The total dollar amount of scholarships awarded to the senior class will increase by 3%.

Evidence of goal attainment

- The amount of scholarship funds awarded to graduating seniors at La Vega High School and La Vega Early College High School increased by 3% from the 2014-2015 school year.

Goal #2 – LaVega ISD will ensure facilities enhance opportunities for student participation in academic and extracurricular activities.

Objective 2a – Maintain facilities by developing a procedural checklist focused on monthly preventative maintenance.

Evidence of goal attainment (to be completed by superintendent)

- A monthly checklist of preventative maintenance activities will be maintained and available for review.

Objective 2b – Develop a long range facilities plan to guide future building/property needs of the district.

Evidence of goal attainment (to be completed by superintendent)

- A comprehensive list of building and property needs will be developed and maintained
- A long range facilities plan will be developed

Goal #3 – Maximize innovative learning opportunities for students and staff through the Education Foundation partnership.

Objective 3a – Support the work of the foundation by ensuring there is staff representation at 100% of the activities held by the foundation each year.

Evidence of goal attainment

- Staff representatives will attend foundation board meetings, as appropriate
- Staff representatives will participate in reviewing foundation grant reviews, as appropriate
- Staff representatives will attend foundation grant award surprise announcements
- Staff representatives will attend the La Vega High School Scholars ceremony, as appropriate
- Staff representatives will attend the foundation's Fall event

Objective 3b – Coordinate efforts with campus level administration to ensure at least 2 grant proposals are submitted from each campus at each "call for grants" opportunity.

Evidence of goal attainment (to be completed by superintendent)

- A record of the foundation teacher grant submissions will reflect at least 2 grant proposals were submitted by each campus

Goal #4 – La Vega ISD will ensure adequate fund balance through fiscally responsible budgeting.

Objective 4a – Maintain a fund balance of at least two months of expenditures or TEA fund balance recommendation.

Evidence of goal attainment

- The board approved budget will accurately reflect the salaries and benefits of all District personnel.
- Implement strategies to ensure the Fund Balance represents at least two months budget expenditures.
- District budget expenditures will not exceed the overall approved budget.
- Study and implement strategies to increase revenue to off-set state and federal budget cuts.

Goal #5 – La Vega ISD will ensure the organization is staffed with highly-qualified personnel.

Objective 5a – Personnel throughout the organization will be compensated at a fair and competitive salary.

Evidence of goal attainment

- All students will be taught by highly qualified teachers assisted by highly qualified paraprofessionals.
- The salary and compensation package for professionals and paraprofessionals will be competitive and in the top tier of comparable school districts within this geographical area.

Goal #6 – La Vega ISD will provide a safe and orderly learning environment.

Objective 6a – Implement preventative safety measures leading to students and staff knowing how to respond appropriately to basic safety scenarios.

Evidence of goal attainment

- A responsive Crisis Management Plan is being in place and implemented
- Required Monthly Safety Drills are conducted
- Safety Audit is completed and filed with the State, as appropriate

CLOSED MEETING

Presented for:
Board action ☐ Report/Review Only ☒

Supporting documents:
None ☒ Attached ☐ Provided Later ☒

Contact Person:
Board President

Background Information:
The Board may enter into a closed meeting after the following requirements have been met:

1. A quorum of the Board has first been convened in open meeting for which notice has been given.
2. The presiding officer has publicly announced in open meeting that a closed meeting will be held.
3. The presiding officer has identified the section or sections of the Open Meetings Act or other applicable statutes that authorize the holding of such closed meeting.

Fiscal Implication:
N/A

Administrative Recommendation:
N/A

A closed meeting was declared:

_____ Beginning Time

_____ Date

_____ Sections of the Texas Government Code

_____ Ending Time

ADJOURNMENT

Motion: _____

Second: _____

For: _____

Against: _____

Abstain: _____

Date and Time: _____