

Minutes of Workshop Meeting

The Board of Trustees Little Elm ISD

A Workshop Meeting of the Board of Trustees of Little Elm ISD was held Monday, August 13, 2012, beginning at 6:30 PM in the Delilah King Learning Academy.

PRESENT: Board President Sally Coleman, Board Secretary Christopher Williams. Trustee Molly Fulks, Trustee Cooper Begis, Trustee Bill Hidel and Superintendent Lynne Leuthard.

LATE: Board Vice President Stephanie Gregg and Trustee Curtis Savage

1. Call to Order Open Session in the Workshop Board Room at the Delilah King Learning Academy on 101 Main Street, Little Elm, TX 75068. The meeting was called to order by Board President Sally Coleman at 6:32 pm.
2. Superintendent's Report
Superintendent Lynne Leuthard introduced Mrs. Kelley Carr, Principal of Brent Elementary, to the Board and those in attendance.
 - A. Curriculum and Instruction Update
Dr. Jennifer Porter briefed the Board about the following:
 - Digital Learning Initiative
 - High School Orientation for parents
 - July TAKS retesting results
 - Graduation for students who earned their graduation requirements over the summer
 - Adequate Yearly Progress in 2012
 - B. Administrative Services Update
Mr. Robert Keener informed the Board about the following:
 - Registration numbers
 - Transfers requests
 - Staff Development for nurses, PEIMS, secretaries and counselors
 - Graduation requirements
 - Counseling – Individual or Group
 - C. Human Resources Update
Ms. Rhonda Bilbrey provided to the Board information about the Little Elm ISD Hiring Summary for June – August 2012.
 - D. Communications Update
Ms. Julie Zwahr informed the Board about the following activities or events:
 - Back to School Convocation
 - School Messenger
 - Community Center Visit

E. Business and Operations Update

Ms. Linda Engle briefed the Board about the following topics:

- Bus Routes
- School Locator for parents via the website
- CDC Local Policy – Donations to our students
- Update about the work on roofs
- Estimated Fund Balance

3. The Board recessed into Closed Executive Session at 8:12 pm in the Conference Room as permitted by the Texas Open Meetings Act Code Subchapter 551.074 and 551.072. The Board and Superintendent discussed:

A. Discuss Personnel

B. Property

C. Board Evaluation

Please note that Executive Session was moved to the end of the meeting.

4. Action Item

A. Discuss and consider approval of Legal Counsel

Ms. Linda Engle provided information to the Board in regards to the District's legal counsel(s). Per BDD (Local), the Board approves the District's legal counsel(s). LEISD advertised a Request for Qualifications for Legal Services on July 25th and July 29th. Responses were received on August 9, 2012. LEISD recommends the Board approve Eichelbaum, Wardell, Hansen, Powell, and Mehl, PC, Walsh, Anderson, Gallegos, Green & Trevino, PC, and the Law Offices of Robert E. Luna, PC as legal counsel firms to represent LEISD. Trustee Bill Hidell made the first motion to approve the LEISD Legal Counsel(s) as submitted. Board Vice President Stephanie Gregg seconded the motion. Trustees Molly Fulks and Curtis Savage voted against the motion. The motion passed 5-2.

5. Items for Board Discussion

A. Discuss and consider approval of Personnel Sheet

Ms. Rhonda Bilbrey presented to the Board a Personnel Sheet Summary.

B. Discuss and consider approval of the 2012-2013 PDAS Calendar

Ms. Rhonda Bilbrey briefed the Board about the 2012-2013 LEISD PDAS calendar and guidelines.

C. Discuss and consider approval of the 2012-2013 PDAS Appraisers

Ms. Rhonda Bilbrey presented to the Board the 2012-2013 LEISD approved list of approved PDAS appraisers.

D. Discuss and consider approval of the 2012-2013 LEISD Employee Handbook

Ms. Rhonda Bilbrey presented to the Board the 2012-2013 Employee Handbook along with a guide to the changes of the document for the Board's review.

E. Discuss and consider approval of Certification of 2011-2012 Evaluations / Appraisals

Ms. Rhonda Bilbrey informed the Board about the Professional Development and

Appraisal System (PDAS). Teachers are appraised by campus administration using PDAS. All other employees of LEISD are evaluated annually based on performance on the indicators listed on the various job descriptions by their supervisors.

- F. Discuss and consider approval of Grading Guidelines
Dr. Jennifer Porter informed the Board about a few changes that were required to describe our current practice due to the extensive review in the previous years.
- G. Discuss and consider approval of Financial Reports
Ms. Linda Engle presented to the Board the monthly Financial Reports.
- H. Discuss and consider approval of Vendors
Ms. Linda Engle presented to the Board the monthly Vendors List.
- I. Discuss and consider approval for End of Year Budget Amendments 2011-2012
Ms. Linda Engle presented to the Board the End of Year Budget Amendments for 2011-2012. At the end of each year, final budget amendments are presented to the Board for approval for any anticipated functional overages.
- J. Discuss and consider approval of the Adoption of the 2012-13 Budgets General Operation, Child Nutrition and Debt Service
Ms. Linda Engle provided to the Board information in regards to the Adoption of the 2012/13 Budgets General Operation, Child Nutrition and Debt Service.
The proposed budget shall be prepared on or before a date set by the State Board of Education, currently August 20.
- K. Discuss and consider approval of the Adoption of Tax Rate 2012/2013
Ms. Linda Engle presented to the Board the 2012/2013 Adoption of Tax Rate.
The proposed budget shall be prepared on or before a date set by the State Board of Education, currently August 20.
- L. Discuss and consider approval of the Architectural Services Provider(s)
Ms. Linda Engle recommended to the Board the approval of SHW as the architectural firm for the K-8 facility project.
- M. Discuss and consider approval of the Region XI Contract Summary Report
Ms. Linda Engle provided to the Board a summary of contracts with Region XI.
- N. Discuss and consider approval of Fuel Provider 2012-2013
Ms. Linda Engle provided information to the Board about the Fuel Provider for 2012-2013. The district advertised a Request for Proposal for fuel products on July 25 and July 29, 2012. Bids were opened on August 8, 2012 at 10:000 am. The district recommends the Board to approve Martin Eagle Oil Company, Inc. as LEISD's provider for fuel products.
- O. Discuss and consider approval of the Vendors List 2012-2013
Ms. Linda Engle presented to the Board the Vendor List for 2012-2013.
- P. Discuss and consider approval of Durham Transportation Contract
Ms. Linda Engle presented to the Board the Durham Transportation Contract for the 2012-2013 school year.
- Q. Discuss and consider approval of Policy CDC (LOCAL)

Ms. Linda Engle presented and briefed the Board about CDC (Local). LEISD is currently operating with CDC (Legal) as the policy relating to "Other Revenues." Administration is recommending the Board approve a local CDC policy to provide for basic guidelines relating to gifts, grants and bequests.

R. Discuss and consider approval of the Little Elm Police Department Memorandum of Understanding (MOU)

Mr. Robert Keener presented the yearly Little Elm Police Department MOU.

6. Future Agenda Items

There were no Agenda Items

7. Board Comments

There were no Board Comments

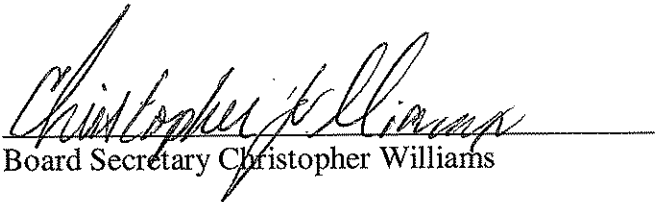
8. Adjournment

The Board adjourned at 9:57 pm.

The minutes were approved on: 9/24/2012



Board President Sally Coleman



Board Secretary Christopher Williams