

Agenda of School Board Workshop

The Board of Trustees Waco Independent School District

A School Board Workshop of the Board of Trustees of the Waco Independent School District will be held January 18, 2018, beginning at 6:00 PM in the WISD Conference Center, 115 S 5th Street, Waco, Texas.

The subjects listed below are for discussion only. No action will be taken at this meeting. Items do not have to be taken in the order shown on this meeting notice.

I. CALL TO ORDER

II. ESTABLISHMENT OF QUORUM

III. CLOSED MEETING

A. Texas Government Code Chapter 551

1. 551.074 Discussion on duties and responsibilities of the Superintendent
2. 551.074 Personnel Matters

IV. DISCUSSION AND UPDATES

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| A. Presentation and discussion on Lone Star Governance Continuous Improvement including: | 3 |
| 1. Board Self-Evaluation | 4 |
| B. Update on Improvement Required (IR) Campuses | 14 |
| C. Reports and discussions on Board Member Committees | 15 |
| D. Presentation and discussion of the monthly financial reports for the period ending December 31, 2017 | 17 |
| E. Report on the election results for the 2018-2019 McLennan County Appraisal District Board of Directors | 29 |

V. DISCUSSION ON CONSENT AGENDA ITEMS FOR JANUARY 25, 2018, BOARD OF TRUSTEES REGULAR BOARD MEETING

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| A. Discussion and possible action to approve Board of Trustees meeting minutes | |
| 1. November 6, 2017, Special Meeting | 32 |
| 2. November 13, 2017, Special Meeting | 33 |
| 3. November 16, 2017, Workshop | 34 |
| 4. November 30, 2017, Regular Board Meeting | 37 |
| 5. December 7, 2017, Workshop | 42 |
| 6. December 14, 2017, Regular Board Meeting | 44 |

B. Discussion and possible action to approve amendments to the 2017-2018 budget	48
C. Discussion and possible action to authorize the Superintendent to negotiate partnership with Prosper Waco regarding the Transformation Zone plan	54
D. Discussion and possible action to approve the Waco ISD Transformation Plan	55
E. Discussion and possible action to approve the Superintendent's Appraisal Calendar	56
F. Discussion and possible action to approve the election order and polling locations for the May 5, 2018, Board of Trustees election (Aprovar el Orden de la Elección)	58
G. Discussion and possible action to approve a contract with the Cities of Bellmead, Crawford, Hewitt, Lacy Lakeview, Lorena, Waco, and Woodway and the Crawford ISD, La Vega ISD, Lorena ISD, Midway ISD, Waco ISD, and the McLennan County Elections Administration Department for election services for the May 5, 2018, joint general election	62
H. Discussion and possible action to set a minimum bid price for the real property located at 501 N. 9th St., Waco, Texas, 76701, Lot B26, Block 2, of the Barron Addition, and authorize the administration to list the property and solicit bids for its disposition	76
I. Discussion and possible action to approve School Health Advisory Council (SHAC) parent list	82
J. Discussion and possible action to approve the 2018-2019 instructional calendar	83
K. Discussion and possible action to approve the revision of EIC(LOCAL)	85
VI. DISCUSSION AND POSSIBLE ACTION ON JANUARY 25, 2018	
A. Discussion of the 2016-2017 external audit results and possible action to approve the Annual Financial Report for the fiscal year ended August 31, 2017	88
VII. ADJOURNMENT	

If, during the course of the meeting, the Board may lawfully conduct a closed meeting as to all or part of any item on the agenda, then, if the Board chooses to conduct a closed meeting on such agenda item, it shall do so in accordance with applicable law, including the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). The Board shall not conduct a closed meeting unless a quorum of the Board first convenes in an open meeting for which proper notice has been given. Before any closed meeting is conducted, the presiding officer will publicly identify the section or sections of the Open Meetings Act or other applicable law authorizing the closed meeting. All final votes, actions, or decisions regarding any matter deliberated in a closed meeting shall only be taken in open meeting for which proper notice has been given. [See BEC(LEGAL).]

Waco Independent School District
Board of Trustees Meeting Agenda Item

Date: January 18, 2017

Contact Person: Dr. A. Marcus Nelson

RE: Presentation and discussion on Lone Star Governance Continuous Improvement including the Board Self-Evaluation instrument

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Background Information:

The next step the Board needs to take in implementation of the Lone Star Governance model are to:

1. Review the Board Self-Evaluation instrument

Fiscal Implications:

None

Administration Recommendations:

Report only.



TEXAS FRAMEWORK: VISION

VISION 1: The Board works collaboratively with the Superintendent to develop the vision and student outcome goals

Does Not Meet Focus ! 0	Preparing To Focus 1	Approaches Focus 4	Meets Focus 12	Masters Focus 15
<p><i>The Board does not meet focus if any of the following conditions are true:</i></p> <p>The Board does not have a vision.</p> <p>The Board does not have goals.</p> <p>The Board does not consistently distinguish between inputs (resources and activities invested in a particular program or strategy; usually knowable at the beginning of a cycle; a measure of effort applied), outputs (the result of a particular set of inputs; usually knowable in the midst of a cycle; a measure of the implementation of the program or strategy), and outcomes (the impact of the program or strategy; usually knowable at the end of a cycle; a measure of the effect on the intended beneficiary).</p>	<p><i>The Board is preparing to focus if all of the following conditions are true:</i></p> <p>The Board has a Board-adopted vision statement.</p> <p>The Board has Board-adopted goals.</p> <p>The Board owned the vision development process while working collaboratively with the Superintendent.</p> <p>The Board owned the goals development process while working collaboratively with the Superintendent.</p> <p>The Board has adopted no fewer than 1 and no more than 5 goals. Three is the recommended number.</p>	<p>And...</p> <p>Each goal describes a baseline (current state), a target (future state), a population (which students will be impacted), and a deadline (date by when the current state will equal the future state). (e.g. "[population]'s ability to demonstrate [measure] is currently at [baseline] and will be at [target] by [deadline]" or "The number of high performing campuses will increase from [baseline] to [target] by [deadline]")</p> <p>The deadline for each goal to reach target is no fewer than 3 years away. No more than 5 years are recommended.</p> <p>The Board has adopted an annual target for each goal in addition to its deadline target. These are not GPMs.</p>	<p>And...</p> <p>The goals are all student outcome goals (they all describe what students know or are able to do) as distinct from adult inputs, adult outputs, student inputs, and student outputs.</p> <p>All Board Members and the Superintendent agree that the student outcome goals are all SMART (specific, measurable, attainable, results-focused, time-bound), will challenge the organization, and will require adult behavior change.</p> <p>The Board relied on a root cause analysis, comprehensive student needs assessment, and/or similar research-based tool to inform identification of and prioritization of potential student outcome goals.</p>	<p>And...</p> <p>Students, families, teachers, and community members were involved in the vision and student outcome goals development process in such a manner that there is broad community acceptance of the Board's vision and student outcome goals.</p> <p>All Board Members have committed the vision and student outcome goals to memory and know, at all times, the current status of each student outcome goal.</p>

VISION 2: The Board has adopted goal progress measures (GPMs) aligned to each student outcome goal

Does Not Meet Focus 	Preparing To Focus 	Approaches Focus 	Meets Focus 	Masters Focus 
<p><i>The Board does not meet focus if any of the following conditions are true:</i></p>	<p><i>The Board is preparing to focus if all of the following conditions are true:</i></p>	<p><i>And...</i></p>	<p><i>And...</i></p>	<p><i>And...</i></p>
<p>The Board does not have goal progress measures (GPMs) (specific graph-plottable indicators used to determine if the goal is likely to be met or not.</p> <p>The Board is treating annual targets for the student outcome goals as if they are GPMs (annual targets for student outcome goals are never goal progress measures).</p>	<p>The Board has Board-adopted GPMs for each student outcome goal.</p> <p>The Superintendent owned the GPM development process while working collaboratively with the Board.</p> <p>The current statuses of the GPMs that were adopted are able to be updated multiple times during each school year.</p>	<p>Each GPM includes a baseline, a target, a population, and a deadline. (e.g. "Percent and/or number of [population]'s [measure] will be [target] by [deadline]" or "Percent of students completing algebra by the end of 9th grade will grow from [baseline] to [target] by [deadline]")</p> <p>The deadline for each GPM to reach target is no more than 5 years away. One to three year GPM deadlines are recommended.</p> <p>The Board has adopted an annual target for each GPM in addition to its deadline target.</p> <p>The Board has adopted no fewer than 1 and no more than 3 GPMs for each student outcome goal.</p>	<p>The GPMs are all student outputs or student outcomes, as distinct from adult inputs, adult outputs, and student inputs. GPMs are most commonly student outputs.</p> <p>All Board Members and the Superintendent agree that the GPMs are all SMART.</p> <p>All Board Members and the Superintendent agree that the GPMs are all predictive of their respective student outcome goals, and are influenceable by the Superintendent. Predictive suggests that there is some evidence of a correlation between the progress measure and the goal. Influenceable suggests that the Superintendent has authority over roughly 80% of whatever the progress measure is measuring.</p>	<p>Students, families, teachers, and community members were involved in the GPM development process in such a way that there is broad community acceptance of the Board's GPMs.</p>

VISION 3: The Board has adopted a vision for what student outcomes will be and has adopted constraints aligned with that vision

Does Not Meet Focus 	Preparing To Focus 	Approaches Focus 	Meets Focus 	Masters Focus 
<p><i>The Board does not meet focus if any of the following conditions are true:</i></p> <p>The Board does not have a vision.</p> <p>The Board does not have constraints (specific prohibitions on Superintendent authority that are aligned with the vision and grounded in community values).</p>	<p><i>The Board is preparing to focus if all of the following conditions are true:</i></p> <p>The Board has a Board-adopted vision statement.</p> <p>The Board has Board-adopted constraints.</p> <p>The Board owned the vision development process while working collaboratively with the Superintendent.</p> <p>The Board owned the constraint development process while working collaboratively with the Superintendent.</p> <p>The Board has adopted no fewer than 1 and no more than 5 constraints. Three is the recommended number.</p>	<p><i>And...</i></p> <p>Each constraint describes a single operational action or class of actions the Superintendent may not use or allow. (e.g. "Do not allow hiring criteria at low performing campuses to require less than 2 years of in-role experience and/or demonstrated effectiveness at improving student outcomes" or "Do not allocate resources/funds in a manner that disadvantages students in low performing campuses" or "Do not allow the number of students in low performing campuses to increase or remain the same")</p>	<p><i>And...</i></p> <p>All Board Members and the Superintendent agree that the constraints will challenge the organization, and will require adult behavior change.</p> <p>Separate from the constraints on the Superintendent's authority, the Board has adopted 3 to 5 self-constraints on its own behavior and self-evaluates against one of them each month.</p>	<p><i>And...</i></p> <p>References to research that suggests alignment with the vision are cited for constraints where appropriate.</p> <p>The Board, in collaboration with the Superintendent, has adopted one or more theories of action (high level strategic constraints to which all school system inputs and outputs must be aligned; they do not have CPMs) to drive overall strategic direction. Research has been cited for each theory of action.</p> <p>Students, families, teachers, and community members were involved in the vision and constraint development process in such a manner that there is broad community acceptance of the Board's vision and constraints.</p>

VISION 4: The Board has adopted constraint progress measures (CPMs) aligned to each constraint.

Does Not Meet Focus 	0	Preparing To Focus 	.5	Approaches Focus 	1	Meets Focus 	4	Masters Focus 	5
<p><i>The Board does not meet focus if any of the following conditions are true:</i></p> <p>The Board does not have constraint progress measures (CPMs) (specific graph-plottable indicators used to determine if the constraint is likely to be avoided or not.</p>	<p><i>The Board is preparing to focus if all of the following conditions are true:</i></p> <p>The Board has Board-adopted CPMs for each constraint.</p> <p>The Superintendent owned the CPM development process while working collaboratively with the Board.</p> <p>The current statuses of the CPMs that were adopted are able to be updated multiple times during each school year.</p>	<p><i>And...</i></p> <p>Each CPM describes a baseline, a target, and a deadline. (e.g. "Percent of teachers teaching at low performing campuses who are first year teachers will decline from [baseline] to [target] by [deadline]" or "Percent of campuses funded using an equitable student-based budgeting formula will increase from [baseline] to [target] by [deadline]")</p> <p>The Board has adopted no fewer than 1 and no more than 3 CPMs for each constraint.</p> <p>The deadline for each CPM to reach target is no more than 5 years away. One to three year CPM deadlines are recommended.</p> <p>The Board has adopted an annual target for each CPM in addition to its deadline target.</p>			<p><i>And...</i></p> <p>All Board Members and the Superintendent agree that the CPMs are all SMART.</p> <p>All Board Members and the Superintendent agree that the CPMs are all predictive of their respective constraints, and are influenceable by the Superintendent. Predictive suggests that there is some evidence of a correlation between the progress measure and the constraint. Influenceable suggests that the Superintendent has authority over roughly 80% of whatever the progress measure is measuring.</p>			<p><i>And...</i></p> <p>Students, families, teachers, and community members were involved in the CPM development process in such a manner that there is broad community acceptance of the Board's CPMs.</p> <p>The Board has adopted no fewer than 1 and no more than 3 Board self-constraint progress measures (SCPMs) for each of the self-constraints the Board adopted.</p>	



TEXAS FRAMEWORK: ACCOUNTABILITY

ACCOUNTABILITY 1: The Board invests at least half of its time focusing on its vision and student outcome goals

Does Not Meet Focus 	0	Preparing To Focus 	1	Approaches Focus 	4	Meets Focus 	12	Masters Focus 	15
<p><i>The Board does not meet focus if any of the following conditions are true:</i></p> <p>The Board does not have student outcome goals, GPMs, constraints, CPMs, or annual targets.</p> <p>The Board does not have a monitoring calendar (a Board-adopted multi-year schedule that describes the months during which student outcome goals, constraints, and progress measures are reported to the Board).</p> <p>The Board does not track its use of time in Board-authorized public meetings (any non-privileged meeting authorized by the Board or Board president including, but not limited to, Board workshops, Board hearings, Board committees. Some statutorily required hearings are exempted from this definition).</p>		<p><i>The Board is preparing to focus if all of the following conditions are true:</i></p> <p>The Board has a Board-adopted monitoring calendar.</p> <p>The Board has received a monitoring report (a report that evidences to the Board whether or not reality matches the adopted student outcome goals, constraints, and progress measures). A monitoring report must contain 1) the goal/constraint being monitored, 2) the measures showing the previous three reporting periods, the current reporting period, and the annual and deadline targets, 3) the Superintendent's evaluation of performance (not met, approaching, meeting, mastering), and 4) supporting documentation that evidences the evaluation and describes any needed next steps.</p>		<p><i>And...</i></p> <p>The Superintendent owned the monitoring calendar development process while working collaboratively with the Board.</p> <p>The Board's monitoring calendar spans no fewer than 18 months. The recommended span is 24-36 months.</p> <p>Of the total minutes spent in Board-authorized public meetings, no fewer than 10% are invested in progress monitoring (a process that includes the Board receiving monitoring reports on the timeline indicated by the monitoring calendar, discussing them, and voting to accept or not accept them) or setting student outcome goals and GPMs.</p>		<p><i>And...</i></p> <p>Of the total minutes spent in Board-authorized public meetings, no fewer than 25% are invested in progress monitoring the Board's student outcome goals or setting student outcome goals and GPMs.</p> <p>No more than two student outcome goals are monitored per month.</p> <p>Every student outcome goal is monitored at least four times per year.</p> <p>Every constraint is monitored at least once per year.</p>		<p><i>And...</i></p> <p>Of the total minutes spent in Board-authorized public meetings, no fewer than 50% are invested in progress monitoring the Board's student outcome goals or setting student outcome goals and GPMs.</p> <p>The Board's monitoring calendar spans across the Board's student outcome goals' 3 to 5 year deadlines.</p> <p>The student outcome goals, constraints, and annual targets have not been changed since the monitoring calendar was adopted unless 1) 24 months has passed, or 2) the goal/constraint has been met.</p>	

ACCOUNTABILITY 2: The Board measures and communicates, but does not interfere in, progress toward the vision and student outcome goals

Does Not Meet Focus  0	Preparing To Focus  .5	Approaches Focus  1	Meets Focus  4	Masters Focus  5
<p><i>The Board does not meet focus if any of the following conditions are true:</i></p> <p>Any individual Board Member does not know whether or not the school system is in low performing status and, if it is, for how long.</p> <p>Any individual Board Member does not know whether or not there are low performing campuses and, if there are, how many.</p> <p>The Board does not schedule each student outcome goal to be progress monitored at least four times per year on its monitoring calendar.</p> <p>The Board does not schedule each constraint to be progress monitored at least once per year on its monitoring calendar.</p>	<p><i>The Board is preparing to focus if all of the following conditions are true:</i></p> <p>The Board has been provided copies of -- but did not vote to approve / disapprove -- the Superintendent's plan(s) for implementing the Board's student outcome goals and ensured that the plan included both an implementation timeline and implementation integrity measures.</p> <p>The most recent Board self-evaluation took place no more than 12 months ago using this instrument or a research-aligned instrument.</p> <p>The most recent Superintendent evaluation took place no more than 12 months ago.</p> <p>The most recent Board self-evaluation took place no more than 45 days prior to the most recent Superintendent evaluation.</p>	<p><i>And...</i></p> <p>The most recent Board self-evaluation evaluated the Board in part based on the results of student outcome goals.</p> <p>The most recent Superintendent evaluation evaluated the Superintendent in part based on the results of student outcome goals.</p> <p>All Board Members have completed a training that covered the state's accountability system and agree that they understand the system.</p> <p>The Board tracks the average quarterly cost of staff time spent on governance. This includes the time of any staff members spent preparing for, attending, and debriefing after meetings. This includes all Board-authorized public meetings as well as all closed sessions and all hearings.</p>	<p><i>And...</i></p> <p>The Superintendent's annual evaluation is based only on the Board-adopted student outcome goals and constraints, using data reported as scheduled via the Board's monitoring calendar.</p> <p>The Board considers Superintendent performance as indistinguishable from school system performance.</p> <p>The Board created a self-constraint concerning the cost of staff time spent on governance.</p>	<p><i>And...</i></p> <p>The Board self-evaluates using this implementation integrity instrument quarterly.</p> <p>The Board modifies its student outcome goals, GPMs, constraints, CPMs, and monitoring calendar no more than once during any 12 month period. The recommended minimum amount of time between modifications is 24-36 months.</p>

TEXAS FRAMEWORK: STRUCTURE

Structure: The Board delegates to the Superintendent operational authority to accomplish the vision and student outcome goals

Does Not Meet Focus  0	Preparing To Focus  1	Approaches Focus  4	Meets Focus  12	Masters Focus  15
<p><i>The Board does not meet focus if any of the following conditions are true:</i></p> <p>Board Members did not receive the final version of the materials to be voted on at least three calendar days in advance of the Board-authorized public meeting during which the materials would be considered.</p> <p>There were more than 5 Board-authorized public meetings in a month.</p> <p>Any meeting of the Board lasted more than 10 hours.</p> <p>Any Board Member agrees that their first loyalty is owed to the staff or to vendors, rather than to the community, the vision, and to improving student outcomes.</p>	<p><i>The Board is preparing to focus if all of the following conditions are true:</i></p> <p>The Board tracks its use of time in Board-authorized meetings, categorizing every minute used as follows:</p> <ul style="list-style-type: none"> - Goal Setting: selecting student outcome goals, GPMs, and/or targets - Goal Monitoring: progress monitoring student outcome goals - Constraint Setting: selecting constraints, CPMs, theories of action, and/or targets - Constraint Monitoring: progress monitoring constraints - Leadership Evaluation: Board self-evaluations and Superintendent evaluations - Voting: debating and voting on any item (these activities are never a form of "monitoring") - Community Engagement - Other 	<p><i>And...</i></p> <p>All consent-eligible items (includes but is not limited to personnel actions, contract renewals, previous meeting minutes, policy updates, construction amendments, non-monitoring administrative reports, committee reports, enrollment updates, regular financial reports where financial activities remained within budgetary parameters) were placed on the consent agenda and more than three quarters of the items were voted on using a consent agenda.</p> <p>The Board limits its adoption of local policies regarding school system operations to matters that are required by law or an appropriate exercise of the Board's oversight authority as defined by the Board's adopted constraints.</p>	<p><i>And...</i></p> <p>There are no more than 4 Board-authorized public meetings per month and none lasts more than 3 hours.</p> <p>The Board schedules no more than 5 topics during any one Board-authorized public meeting.</p> <p>The Board has reviewed its local policies and has voted to remove policies regarding school system operations that are neither required by law nor an appropriate exercise of the Board's oversight authority as defined by the Board's adopted constraints. The review addressed operational directives in all "local" policies in the C-G series, and Board-adopted "exhibit" policies, and any components unrelated to Board operating procedures that may be in the B series.</p>	<p><i>And...</i></p> <p>There are no more than 3 Board-authorized public meetings per month and none lasts more than 2 hours.</p> <p>The Board schedules no more than 3 primary topics for discussion during any Board-authorized public meeting.</p> <p>Board Members received the final version of the materials to be voted on at least seven calendar days in advance of the Board-authorized public meeting during which the materials would be considered.</p> <p>No edits are made to the Board's regularly scheduled meeting agenda during the meeting or during the three business days prior to the meeting unless a state of emergency has been declared.</p>



TEXAS FRAMEWORK: ADVOCACY

Advocacy: The Board promotes the vision

Does Not Meet Focus	0	Preparing To Focus	1	Approaches Focus	3	Meets Focus	9	Masters Focus	10
<i>The Board does not meet focus if any of the following conditions are true:</i>		<i>The Board is preparing to focus if all of the following conditions are true:</i>		<i>And...</i>		<i>And...</i>		<i>And...</i>	
<p>The Board has not arranged for any Board Member-led community engagement activities during the previous 12 month period beyond public comments during regularly scheduled Board meetings and/or statutorily required hearings.</p> <p>The Board has not publicly communicated the Board-adopted student outcome goals.</p>		<p>The Board has a two-way communication system in place where Board Members, at least once per year, listen for and discuss the vision and values of their students.</p> <p>The Board has a two-way communication system in place where Board Members, at least once per year, listen for and discuss the vision and values of their families, staff, and community members.</p>		<p>Board Members have hosted a community meeting to discuss progress toward student outcome goals at each feeder pattern with low performing campuses during the previous 12 month period. [Meetings to accomplish this objective do not have to be counted as part of the total of Board-authorized public meetings or minutes.]</p> <p>The Board has provided time during regularly scheduled Board-authorized public meetings to recognize the accomplishments of its students and staff regarding progress on student outcome goals.</p>		<p>The Board has hosted and the Board Members have led or co-led at least one training on Lone Star Governance for its community during the previous 6 month period. [Meetings to accomplish this objective do not have to be counted as part of the total of Board-authorized public meetings or minutes.]</p> <p>The Board has displayed and keeps updated the status and targets of all student outcome goals, and GPMs permanently and publicly in the room in which the Board most frequently holds regularly scheduled Board meetings.</p>		<p>Board Members included students in at least one of the Lone Star Governance trainings during the previous 12 month period.</p> <p>Prior to being seated, all newly selected Board Members received training on Lone Star Governance from fellow Board Members on their Board or from a TEA-certified Lone Star Governance Coach.</p>	



TEXAS FRAMEWORK: UNITY

Unity: The Board works collaboratively with the Superintendent to lead toward the vision and student outcome goals

Does Not Meet Focus 	0	Preparing To Focus 	1	Approaches Focus 	3	Meets Focus 	9	Masters Focus 	10
<i>The Board does not meet focus if any of the following conditions are true:</i>		<i>The Board is preparing to focus if all of the following conditions are true:</i>		<i>And...</i>		<i>And...</i>		<i>And...</i>	
<p>The Board has not adopted policies that establish Board operating procedures.</p> <p>The Board was not able to achieve a quorum for at least two Board-authorized public meetings during the previous 3 month period.</p> <p>A Board Member voted on an item for which they had a conflict of interest, as defined by law, during the previous 3 month period.</p> <p>Board Members serve on committees formed by the Superintendent or staff.</p> <p>The Board has not voted to approve any Quarterly Progress Trackers.</p>		<p>Once annually, the Board affirms that it has reviewed all policies governing Board operating procedures.</p> <p>The Board has a policy that contains a template Ethics & Conflicts of Interest Statement and all Board Members have signed the statement during the previous 12 month period.</p> <p>All Members understand that if the Board has committees, their role is only to advise the Board, not to advise the staff.</p> <p>All Members understand that a Board officers' role is to advise the Board, not to advise the staff.</p> <p>The Board is self-evaluating each quarter in pursuit of the continuous improvement timeline.</p>		<p>Attendance for all Board Members at Board-authorized public meetings was over 70% during the previous 3 month period.</p> <p>The Board was able to achieve a quorum at all Board-authorized public meetings during the previous 12 month period.</p> <p>The Board has set the expectation that information provided by the Superintendent to one Board Member is provided to all Board Members.</p> <p>The Board completed the most recent Quarterly Progress Tracker and voted to approve it.</p>		<p>Attendance for all Board Members at Board-authorized public meetings was equal to or greater than 80% during the previous 3 month period.</p> <p>All Board Members have completed all statutorily required trainings.</p> <p>The Board completed the most recent Quarterly Progress Tracker and a super majority of the Board voted to approve it.</p> <p>All Board Members agree that they are responsible for the outcomes of all students, not just students in their region of the school system.</p>		<p>The Board received a certificate of completion (all Board Members and the Superintendent attended the entirety of both days together) from TEA for the Lone Star Governance workshop.</p> <p>Each quarter, the Board unanimously agreed that all Board Members adhered to all policies governing Board operating procedures during the previous 3 month period.</p> <p>The Board completed the most recent Quarterly Progress Tracker and the Board unanimously voted to approve it.</p> <p>All Board Members agree that none of the Board Members have given operational advice or instructions to staff members.</p>	

Board Quarterly Progress Report

Section	Two Quarters Ago (April-June)	One Quarter Ago (July-Sept)	Current Quarter Targets	Current Quarter (Oct-Dec)	Next Quarter Targets	Extra Meetings Needed	Total Points Possible
Vision 1	12	12	12				15
Vision 2	12	12	12				15
Vision 3	0	9	9				20
Vision 4	0	4	4				5
Accountability 1	0	12	12				15
Accountability 2	0	.5	1				5
Structure	1	4	4				15
Advocacy	1	1	9				10
Unity	0	10	10				10
Total	26	64.5	73				100

Affirmations

By Signing below, I affirm as a Trustee that this Lone Star Governance Quarterly Report is Complete and Accurate.

Trustees	Initial Here to Affirm Adherence To All Board Operating Procedures	Signature
Board President: Pat Atkins		
Board Vice-President: Allen Sykes		
Board Secretary: Norman Manning		
Stephanie Korteweg		
Cary DuPuy		
Larry Perez		
Angela Tekell		

Waco Independent School District
Board of Trustees Meeting Agenda Item

Date: January 18, 2018

Contact Person: Dr. A. Marcus Nelson

RE: Update on Improvement Required (IR) Campuses

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Background Information:

Superintendent Dr. A. Marcus Nelson will give Board of Trustees an update on IR Campuses.

Fiscal Implications:

None

Administration Recommendation(s):

For report only.

Waco Independent School District
Board of Trustees Meeting Agenda Item

Date: January 18, 2018

Contact Person: Dr. Marcus Nelson

RE: Reports and discussions on Board Member Committees

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Background Information:

Board members are provided links to minutes of Board committees attended by fellow Board members. This month there were no submissions.

Fiscal Implications:

None

Administration Recommendation(s):

For report only.

Existing Board Committees

City Center Waco

Angela Tekell

CIS Board

Cary DuPuy

Leadership Forum (sponsored by Cooper Foundation)

Pat Atkins

A. Marcus Nelson

Intergovernmental Committee

All Board Members

A. Marcus Nelson

Community Justice Council

Cary DuPuy

Audit Committee

Pat Atkins

Allen Sykes

Norman Manning

TASB Delegate Assembly

Norman Manning (Representative)

Pat Atkins (Alternate)

Prosper Waco Leadership Board

Pat Atkins

A. Marcus Nelson

GWAMA Business Advisory Board

Cary DuPuy

Tax Increment Financing (TIF) Board

A. Marcus Nelson

Public Improvement District (PID) Board

A. Marcus Nelson

McLennan County Appraisal District Board of Directors

Allen Sykes

WISD Education Foundation Board

Allen Sykes

A. Marcus Nelson

Adopt-A-School Advisory Board

Pat Atkins

Allen Sykes

A. Marcus Nelson

AVANCE Board of Directors

Stephanie Korteweg

Community Loan Center

Stephanie Korteweg

10/17

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: January 18, 2018

Contact Person: Sheryl Davis

RE: Monthly Financial Reports for the Period Ending December 31, 2017

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Background Information:

Attached are the compiled December monthly financial reports for the following:

General Fund
Food Service Fund
Debt Service Fund

These interim financial statements have been prepared utilizing data generated from the automated financial system and do not include any information related to other special revenue funds, capital projects funds, or trust and agency funds. Balances included in the report are unaudited and may change as a result of final year end closing entries and audit activities.

Fiscal Implications:

Report only.

Administrative Recommendations:

The report is presented for information, only. No action is required.



**Waco Independent School
District
Business & Support Services**

Sheryl Davis
Chief Finance Officer

P.O. Box 27, Waco, Texas 76703
Phone: 254-755-9440

December 9, 2017

Board of Trustees
Waco Independent School District
Waco, Texas

The accompanying balance sheets, statements of revenues, expenditures and changes in fund balance, and encumbrances and expenditures by fund, function and object for the month ending December 31, 2017 have been compiled for the General Fund, Food Service Fund, and Debt Service Fund. Final cash reconciliation procedures and financial audit activities may result in additional adjustments to the December financial statements. These preliminary financial reports are prepared utilizing the following assumptions:

Revenue: Recorded on a cash basis with adjustments to accrual basis to be made at August 31, 2018.

Expenditure: Totals on the "Statement of Revenues, Expenditures and Changes in Fund Balance" include expenditures occurring during the interim period reported. Balances will be adjusted to accrual basis at August 31, 2018. Outstanding encumbrances are included on the "Encumbrances and Expenditures by Fund, Function and Object" schedule, only.

Beginning

Fund Balance: Represents August 31, 2017 unaudited ending fund balance.

I have not performed an audit or review of these financial statements. Please do not hesitate to call if you have any questions or need further assistance.

Sheryl Davis
Chief Finance Officer

Comparison of Fiscal Year 2017-2018 Revenues and Expenditures to Previous Fiscal Year as of October 31, 2017

Variations in revenues and expenditures as compared to the previous year are primarily due to the cyclical nature of budgetary receipts and expenditures. The larger variances are explained in this summary.

General Fund

Revenues:

5730 Tuition and Fees – Tuition and fees for prekindergarten has increased \$14,849 and after-school programs have increased \$3,575 over last year.

5740 Other Local Revenue – The increase of \$146,528 is due primarily to increases in tax collections for properties in the tax increment zone of \$36,902 as well as increased investment income of \$109,446.

5750 Extracurricular Activities – Revenues from athletic events are reflecting a \$71,405 decrease from the last year. This may reflect a difference in the timing of events and staff will monitor over the next two months.

5810 Per Capita and Foundation School Program Revenue – Revenue reflects an increase of \$834,365 of which \$441,533 results from property valuation adjustments for fiscal year 2015-2016.

5900 Federal Sources Revenue – The increase of \$106,623 is due to the timing of Medicaid reimbursements.

Functional Expenditures:

Expenditures in the functional categories appear to be consistent with last year's spending pattern with the exceptions shown below.

51 Plant Maintenance and Operations – Current year expenditures have decreased \$1,436,535 from last year. 2016-17 expenditures reflected payments on projects which were not completed at August 31, 2016 as well as new portables installation and the delivery of two replacement box trucks. The projects include the renovations at Lake Waco for the expansion of the Brazos High School and Credit Recovery.

53 Data Processing Services – Increased expenditures of \$76,781 are primarily a result of a \$56,279 increase in annual maintenance contracts for districtwide student and financial systems.

81 Facilities Acquisition and Construction – The increase of \$190,148 reflects progress payments on the renovations of the old maintenance shops to house the Child Nutrition Services offices, warehouse, and training facilities.

95 Juvenile Justice Program – The increased expenditure is due to a delay in paying participation charges at the Challenge Academy in 2016-17

97 Payments to Tax Increment Fund – Expenditures are a pass-through of taxes collected for properties in the Tax Increment zones and reflect those accelerated collections.

99 Other Governmental Charges – The increase of \$10,203 reflects the 6% increase in the District's share of cost for the appraisal district for the 2017 budget year. The year-to-date activity for both the current and prior fiscal years represent the fourth quarter payment. Subsequent payments will show an even greater difference as the McLennan County Appraisal District increased its budget for 2018 by almost 17%.

Food Service Fund

Revenues:

5900 Federal Sources Revenue – Federal reimbursements are down about 4.8% from last year. This is due, in part to one less day of instruction in the current year, but it does reflect an approximate 2.4% decline in participation.

Functional Expenditures:

Expenditures in the functional categories appear to be consistent with last year's spending pattern with the exceptions shown below.

35 Food Services – Beginning July 1, 2017, federal regulations require that the contract for the District's food services operations be billed on a fixed-price per meal basis rather than the cost-reimbursable contract that has been in effect in previous years. In accordance with this change, Sodexo has purchased, from the District, the food and non-food inventories (excluding commodities) on hand at June 30, 2017, so fluctuations in the timing of food and non-food supplies should not be reflected in the financial statements. Fixed-price billings do not include payroll costs or equipment costs paid directly by the school district.

Debt Service Fund

Revenues:

5740 Other Local Revenue – The increase of in revenue is primarily to increased revenue from tax collections for properties in the tax increment reinvestment zones. This increase is offset by increased expenditures in function 97.

Functional Expenditures:

Expenditures in the functional categories appear to be consistent with last year's spending pattern with the exceptions shown below.

97 Payments to Tax Increment Fund – The increase in pass-through payments reflect the increase in tax collections for properties in the Tax Increment zones.

Waco Independent School District
BALANCE SHEET
GENERAL FUND
As of December 31, 2017

ASSETS

Cash and Temporary Investments	\$ 53,157,162
Property Taxes Receivable, Net of Allowance of \$1,066,491	1,297,614
Due from Other Governments	64,823
Accrued Interest	136,766
Due from Other Funds	726,498
Other Receivables	5,138
Inventories	253,743
Deferred Expenditures	-
Long-term Investments	6,998,540
Total Assets	<u>\$ 62,640,284</u>

LIABILITIES

Accounts Payable	\$ 368,666
Other Current Liabilities	-
Payroll Withholdings and Contributions Payable	1,275,548
Accrued Wages Payable	6,231,479
Due to Other Funds	1,336,876
Due to Other Governments	-
Unearned Revenue	-
Total Liabilities	<u>\$ 9,212,569</u>

DEFERRED INFLOWS OF RESOURCES

Unavailable Revenues - Property Taxes	<u>\$ 1,297,614</u>
Total Deferred Inflows of Resources	<u>\$ 1,297,614</u>

FUND BALANCES

Nonspendable Fund Balance	\$ 253,743
Committed Fund Balance	2,981,646
Assigned Fund Balance	1,378,536
Unassigned Fund Balance	47,516,176
Total Fund Balances	<u>\$ 52,130,101</u>
Total Liabilities and Fund Balances	<u>\$ 62,640,284</u>

Unaudited

Waco Independent School District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Period Ended December 31, 2017

GENERAL FUND

			(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget		
			Monthly		Year-to-Date						
			Current	Prior Year	Current	Prior Year					
			Adopted Budget	Amended Budget	12/31/2017	12/31/2016	12/31/2017	12/31/2016			
REVENUES											
LOCAL SOURCES											
5710	Local Property Taxes	\$	58,155,762	58,155,762	13,394,040	13,708,450	18,056,686	18,742,759	(40,099,076)	31.05%	34.53%
5720	Services to Other Districts		100,984	100,984	6,841	4,788	31,658	25,198	(69,326)	31.35%	34.37%
5730	Tuition & Fees		177,000	177,000	20,635	9,479	112,571	72,746	(64,429)	63.60%	46.93%
5740	Other Local Revenue		6,191,910	6,191,910	1,210,074	896,309	1,944,819	1,358,352	(4,247,091)	31.41%	26.55%
5750	Extracurricular Activities		524,580	524,580	39,605	35,390	333,899	363,094	(190,681)	63.65%	73.24%
	Total Local Sources	\$	65,150,236	65,150,236	14,671,195	14,654,416	20,479,633	20,562,149	(44,670,603)	31.43%	34.20%
STATE SOURCES											
5810	Per Capita & FSP Act	\$	66,052,240	66,052,240	277,206	442,375	31,757,786	32,069,730	(34,294,454)	48.08%	47.70%
5820	Other State Program (TEA)		-	-	-	-	-	68,272	-	0.00%	0.00%
5830	Other State Program		6,019,446	6,019,446	474,428	454,685	1,845,988	1,720,651	(4,173,458)	30.67%	33.58%
	Total State Sources	\$	72,071,686	72,071,686	751,634	897,060	33,603,774	33,858,653	(38,467,912)	46.63%	46.79%
FEDERAL SOURCES											
5900	Federal Sources Revenue		3,661,226	3,661,226	162,468	193,447	1,864,568	1,970,210	(1,796,658)	50.93%	52.82%
	Total Revenues	\$	140,883,148	140,883,148	15,585,297	15,744,923	55,947,975	56,391,012	(84,935,173)	39.71%	41.40%
EXPENDITURES											
11	Instruction	\$	76,449,367	76,312,926	5,080,451	4,274,782	28,005,577	25,879,325	48,307,349	36.70%	34.67%
12	Instructional Resources & Media		898,008	898,008	53,715	42,439	321,216	303,279	576,792	35.77%	33.53%
13	Curriculum & Staff Development		3,856,543	3,810,281	184,139	158,923	1,159,471	1,041,511	2,650,810	30.43%	27.19%
21	Instructional Leadership		2,689,886	2,657,275	132,649	148,701	773,947	859,303	1,883,328	29.13%	31.47%
23	School Leadership		9,245,559	9,287,839	592,944	493,979	3,090,336	3,015,525	6,197,503	33.27%	32.27%
31	Guidance, Counseling & Evaluation		3,745,800	3,865,110	236,567	206,855	1,280,371	1,179,564	2,584,739	33.13%	32.87%
32	Social Work Services		912,675	912,675	62,323	37,326	264,440	253,215	648,235	28.97%	27.02%
33	Health Services		1,113,051	1,134,164	79,621	64,344	405,212	402,241	728,952	35.73%	35.31%
34	Student Transportation		3,546,386	5,485,171	18,901	665,861	685,933	1,348,500	4,799,238	12.51%	25.42%
35	Food Services		-	-	-	-	-	-	-	0.00%	0.00%
36	Co/Extracurricular Activities		4,399,225	4,422,246	193,964	191,854	1,581,322	1,234,021	2,840,924	35.76%	27.76%
41	General Administration		4,988,253	5,037,644	253,820	236,762	1,509,238	1,593,897	3,528,406	29.96%	30.75%
51	Plant Maintenance & Operations		16,756,066	18,208,567	854,703	631,008	4,946,106	6,182,765	13,262,461	27.16%	30.48%
52	Security & Monitoring Services		2,239,732	2,279,453	96,306	95,091	623,569	633,258	1,655,884	27.36%	29.08%
53	Data Processing Services		2,593,316	2,797,915	83,020	93,918	1,064,633	1,084,218	1,733,282	38.05%	32.94%
61	Community Services		796,079	814,493	52,529	21,760	249,540	189,435	564,953	30.64%	25.26%
71	Debt Service		361,235	361,235	-	-	337,024	324,925	24,211	93.30%	86.25%
81	Facilities Acquisition & Construction		-	1,328,741	(2,900)	16,877	192,945	60,331	1,135,796	14.52%	2.74%
93	Shared Services Arrangements		440,000	440,000	-	-	-	-	440,000	0.00%	0.00%
95	Juvenile Justice Program		750,000	750,000	30,375	-	113,495	159,090	636,505	15.13%	32.14%
97	Payments to Tax Increment Fund		6,806,529	6,666,529	1,103,085	830,085	1,632,889	1,140,914	5,033,640	24.49%	22.28%
99	Other Intergovernmental Charges		746,760	836,760	217,457	180,351	397,809	350,499	438,951	47.54%	48.45%
	Total Expenditures	\$	143,334,470	148,307,032	9,323,669	8,390,916	48,635,073	47,235,816	99,671,959	32.79%	31.94%
	Excess (Deficiency) of Revenues Over (Under) Expenditures	\$	(2,451,322)	(7,423,884)	6,261,628	7,354,007	7,312,902	9,155,196	14,736,786		
OTHER FINANCING SOURCES (USES)											
7900	Other Sources		-	-	-	-	18,000	-	18,000		
8900	Other Uses		(608,001)	(608,001)	-	-	-	-	(608,001)		
	Total Other Financing Source (Uses)	\$	(608,001)	(608,001)	-	-	18,000	-	(590,001)		
	Total Changes in Fund Balances	\$	(3,059,323)	(8,031,885)	6,261,628	7,354,007	7,330,902	9,155,196	15,362,787		
	Fund Balances, Beginning		46,039,507	46,039,507			44,799,199	45,917,241	(1,240,308)		
	Fund Balances, Ending	\$	42,980,184	38,007,622			52,130,101	55,072,437	14,122,479		

Unaudited

Waco Independent School District
EXPENDITURES AND ENCUMBERED FUNDS BY FUNCTION AND MAJOR OBJECT
GENERAL FUND
For the Period Ended December 31, 2017

								(Memo)
		Payroll	Purchased &	Supplies &	Other	Debt	Capital	Total
		Costs	Contracted	Materials	Operating	Services	Outlay	Year-to-Date
		6100	6200	6300	6400	6500	6600	12/31/2017
								6000
								6000
11	Instruction	\$ 26,171,749	1,448,815	769,467	171,133	-	15,810	28,576,974
12	Instructional Resources & Media	268,473	34,525	26,689	-	-	-	329,687
13	Curriculum & Staff Development	901,034	378,525	13,302	52,422	-	-	1,345,283
21	Instructional Leadership	706,046	60,830	25,252	95,286	-	-	887,414
23	School Leadership	3,013,688	18,147	48,252	44,769	-	-	3,124,856
31	Guidance, Counseling & Evaluation	1,221,945	57,091	5,892	3,063	-	-	1,287,991
32	Social Work Services	210,686	174,173	4,099	2,725	-	-	391,683
33	Health Services	400,338	1,812	3,043	827	-	-	406,020
34	Student Transportation	-	2,372,198	121,669	894	-	1,313,677	3,808,438
35	Food Services	-	-	-	-	-	-	-
36	Co/Extracurricular Activities	766,018	216,207	232,845	335,624	-	359,000	1,909,694
41	General Administration	1,122,813	309,544	38,650	164,713	-	-	1,635,720
51	Plant Maintenance & Operations	2,333,320	3,037,910	672,119	388,761	-	163,932	6,596,042
52	Security & Monitoring Services	462,348	339,569	16,692	4,568	-	-	823,177
53	Data Processing Services	407,782	702,510	15,957	10,484	-	-	1,136,733
61	Community Services	114,343	311,580	1,716	5,548	-	-	433,187
71	Debt Service	-	-	-	-	337,024	-	337,024
81	Facilities Acquisition & Construction	-	-	-	-	-	1,011,356	1,011,356
93	Shared Services Arrangements	-	-	-	-	-	-	-
95	Juvenile Justice Program	-	-	-	750,000	-	-	750,000
97	Payments to Tax Increment Fund	-	-	-	1,632,889	-	-	1,632,889
99	Other Intergovernmental Charges	-	397,808	-	-	-	-	397,808
Total Expenditures & Encumbered Funds		<u>\$ 38,100,583</u>	<u>9,861,244</u>	<u>1,995,644</u>	<u>3,663,706</u>	<u>337,024</u>	<u>2,863,775</u>	<u>56,821,976</u>
								<u>53,828,219</u>

Unaudited

Waco Independent School District
BALANCE SHEET
CHILD NUTRITION FUND
As of December 31, 2017

ASSETS

Cash and Temporary Investments	\$ 2,489,535
Due from Other Governments	1,465,103
Due from Other Funds	-
Other Receivables	-
Inventories	86,708
Total Assets	<u>\$ 4,041,346</u>

LIABILITIES

Accounts Payable	\$ 315,363
Accrued Wages Payable	147,727
Due to Other Funds	869,771
Unearned Revenue	86,708
Total Liabilities	<u>\$ 1,419,569</u>

FUND BALANCES

Nonspendable Fund Balance	\$ 86,708
Restricted Fund Balance	2,535,069
Total Fund Balances	<u>\$ 2,621,777</u>
Total Liabilities and Fund Balances	<u>\$ 4,041,346</u>

Unaudited

Waco Independent School District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Period Ended December 31, 2017

CHILD NUTRITION FUND

			(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget
Adopted Budget	Amended Budget	Monthly		Year-to-Date					
		Current 12/31/2017	Prior Year 12/31/2016	Current 12/31/2017	Prior Year 12/31/2016				
REVENUES									
LOCAL SOURCES									
5740 Other Local Revenue	\$ 700	700	105	16,259	395	16,471	(305)	56.43%	97.64%
5750 Extracurricular Activities	799,365	799,365	33,831	41,847	284,092	326,323	(515,273)	35.54%	45.21%
Total Local Sources	\$ 800,065	800,065	33,936	58,106	284,487	342,794	(515,578)	35.56%	46.40%
STATE SOURCES									
5820 Other State Program (TEA)	\$ 53,700	53,700	-	-	654	-	(53,046)	1.22%	0.00%
Total State Sources	\$ 53,700	53,700	-	-	654	-	(53,046)	1.22%	0.00%
FEDERAL SOURCES									
5900 Federal Sources Revenue	\$ 9,215,214	9,215,214	525,247	508,560	3,440,303	3,294,346	(5,774,911)	37.33%	37.08%
Total Revenues	\$ 10,068,979	10,068,979	559,183	566,666	3,725,444	3,637,140	(6,343,535)	37.00%	37.58%
EXPENDITURES									
35 Food Services	\$ 10,068,979	10,419,510	503,645	769,742	3,354,931	3,240,366	7,064,579	32.20%	32.53%
Total Expenditures	\$ 10,068,979	10,419,510	503,645	769,742	3,354,931	3,240,366	7,064,579	32.20%	32.53%
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ -	(350,531)	55,538	(203,076)	370,513	396,774	721,044		
OTHER FINANCING SOURCES (USES)									
7900 Other Sources	-	-	-	-	-	-	-		
Total Other Financing Sources (Uses)	\$ -	-	-	-	-	-	-		
Total Changes in Fund Balances	\$ -	(350,531)	55,538	(203,076)	370,513	396,774	721,044		
Fund Balances, Beginning	2,703,573	2,703,573			2,251,264	1,728,453	(452,309)		
Fund Balances, Ending	\$ 2,703,573	2,353,042			2,621,777	2,125,227	268,735		

Unaudited

Waco Independent School District
EXPENDITURES AND ENCUMBERED FUNDS BY FUNCTION AND MAJOR OBJECT
CHILD NUTRITION FUND
For the Period Ended December 31, 2017

								(Memo)	
		Payroll Costs	Purchased & Contracted Services	Supplies & Materials	Other Operating Costs	Debt Services	Capital Outlay	Total Year-to-Date 12/31/2017	Total Year-to-Date 12/31/2016
		6100	6200	6300	6400	6500	6600	6000	6000
35	Food Services	\$ 1,047,769	2,210,825	111,745	909	-	482,768	3,854,016	3,503,027
Total Expenditures & Encumbered Funds		\$ 1,047,769	2,210,825	111,745	909	-	482,768	3,854,016	3,503,027

Waco Independent School District
BALANCE SHEET
DEBT SERVICE FUND
As of December 31, 2017

ASSETS

Cash and Temporary Investments	\$	8,798,056
Property Taxes Receivable, Net of Allowance of \$243,421		290,140
Due from Other Governments		-
Accrued Interest		19,145
Due from Other Funds		-
Total Assets	\$	<u>9,107,341</u>

LIABILITIES

Accounts Payable	\$	-
Due to Other Funds		-
Due to Other Governments		-
Total Liabilities	\$	<u>-</u>

DEFERRED INFLOWS OF RESOURCES

Unavailable Revenues - Property Taxes	\$	290,140
Total Deferred Inflows of Resources	\$	<u>290,140</u>

FUND BALANCES

Restricted Fund Balance	\$	8,817,201
Total Fund Balances	\$	<u>8,817,201</u>
Total Liabilities and Fund Balances	\$	<u>9,107,341</u>

Unaudited

Waco Independent School District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Period Ended December 31, 2017

DEBT SERVICE FUND

			(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget	
	Adopted Budget	Amended Budget	Monthly		Year-to-Date					
			Current 12/31/2017	Prior Year 12/31/2016	Current 12/31/2017	Prior Year 12/31/2016				
REVENUES										
LOCAL SOURCES										
5710	Local Property Taxes	\$ 11,474,184	11,474,184	2,749,118	2,696,466	3,707,441	3,694,021	(7,766,743)	32.31%	34.69%
5740	Other Local Revenue	1,132,950	1,132,950	233,260	165,953	348,842	228,478	(784,108)	30.79%	23.09%
	Total Local Sources	\$ 12,607,134	12,607,134	2,982,378	2,862,419	4,056,283	3,922,499	(8,550,851)	32.17%	33.70%
STATE SOURCES										
5820	Other State Program (TEA)	\$ 380,507	380,507	753,719	-	449,705	861,195	69,198	118.19%	78.07%
	Total State Sources	\$ 380,507	380,507	753,719	-	449,705	861,195	69,198	118.19%	78.07%
FEDERAL SOURCES										
5900	Federal Sources Revenue	-	-	-	-	-	-	-	0.00%	0.00%
	Total Revenues	\$ 12,987,641	12,987,641	3,736,097	2,862,419	4,505,988	4,783,694	(8,481,653)	34.69%	37.54%
EXPENDITURES										
71	Debt Service	\$ 13,585,206	13,585,206	-	-	3,950	3,950	13,581,256	0.03%	0.03%
97	Payments to Tax Increment Fund	1,082,950	1,082,950	226,273	163,202	330,981	221,752	751,969	30.56%	22.76%
	Total Expenditures	\$ 14,668,156	14,668,156	226,273	163,202	334,931	225,702	14,333,225	2.28%	1.55%
	Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (1,680,515)	(1,680,515)	3,509,824	2,699,217	4,171,057	4,557,992	5,851,572		
OTHER FINANCING SOURCES (USES)										
7900	Other Sources	-	-	-	-	-	-	-		
8900	Other Uses	-	-	-	-	-	-	-		
	Total Other Financing Source (Uses)	\$ -	-	-	-	-	-	-		
	Total Changes in Fund Balances	\$ (1,680,515)	(1,680,515)	3,509,824	2,699,217	4,171,057	4,557,992	5,851,572		
	Fund Balances, Beginning	3,142,702	3,142,702			4,646,144	4,646,144	1,503,442		
	Fund Balances, Ending	\$ 1,462,187	1,462,187			8,817,201	9,204,136	7,355,014		

Unaudited

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: January 18, 2018

Contact Person: Sheryl Davis

**RE: Report on the election results for the 2018-2019 McLennan County
Appraisal District Board of Directors**

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Background Information:

In compliance with Section 6.03 of the State Property Tax Code, the McLennan County Appraisal District held an election for the five-member Board of Directors. A copy of the final vote tally is attached for your information. Elected members will serve from January 1, 2018 through December 31, 2019.

Fiscal Implications:

None

Administrative Recommendation(s):

The report is presented for information, only. No action is required at this time.

SUBJECT: Election of Board of Directors
FROM: Andrew J. Hahn, Jr., Chief Appraiser
DATE: December 20, 2017

A tabulation of the votes cast by the voting taxing units of the McLennan County Appraisal District are submitted for your information, as required by §6.03 of the Texas Property Tax Code.

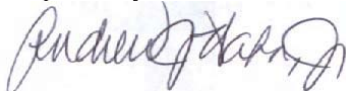
Out of a possible 5,000 votes, the total received were: **4851**

TIMOTHY HOLTkamp	339
STEVE JANICS	142
JOHN KINNAIRD	807
TOM PAGEL	788
BEN PERRY	723
ALLEN SYKES	947
MILDRED WATKINS	1105

The five (5) candidates who received the largest cumulative vote totals and were elected to the McLennan County Appraisal District Board of Directors, 2018-2019 term, are:

1. **John Kinnaird**
2. **Tom Pagel**
3. **Ben Perry**
4. **Allen Sykes**
5. **Mildred Watkins**

Respectfully submitted,



Andrew J. Hahn, Jr., RPA, RTA
Chief Appraiser

TALLY OF VOTES 2018

ENTITIES	HOLTKAMP	JANICS	KINNAIRD	PAGEL	PERRY	SYKES	WATKINS	TOTAL
<i>AXTELL ISD</i>								
<i>BOSQUEVILLE ISD</i>							28	28
<i>BRUCEVILLE-EDDY ISD</i>								
<i>CHINA SPRING ISD</i>							132	132
<i>CONNALLY ISD</i>							109	109
<i>CRAWFORD ISD</i>							26	26
<i>GHOLSON ISD--NOT VOTING</i>								
<i>HALLSBURG ISD</i>								
<i>LA VEGA ISD</i>							136	136
<i>LORENA ISD</i>		44					44	88
<i>MART ISD</i>								
<i>McGREGOR ISD</i>							67	67
<i>MIDWAY ISD</i>				720			51	771
<i>MOODY ISD--NOT VOTING</i>								
<i>RIESEL ISD</i>					71			71
<i>ROBINSON ISD</i>	36	36					36	108
<i>VALLEY MILLS ISD</i>								
<i>WACO ISD</i>						940		940
<i>WEST ISD</i>							65	65
<i>CITY OF BELLMEAD</i>							15	15
<i>CITY OF BEVERLY HILLS</i>								
<i>CITY OF BRUCEVILLE-EDDY</i>								
<i>CITY OF CRAWFORD</i>								
<i>CITY OF GHOLSON</i>								
<i>CITY OF HEWITT</i>	7	7	7	7	7	7	13	55
<i>CITY OF LACY-LAKEVIEW-NOT VOTING</i>								
<i>CITY OF LORENA</i>		8						8
<i>CITY OF MART</i>								
<i>CITY OF McGREGOR</i>							26	26
<i>CITY OF MOODY</i>								
<i>CITY OF RIESEL-NOT VOTING</i>								
<i>CITY OF ROBINSON</i>		47						47
<i>CITY OF WACO</i>			800				61	861
<i>CITY OF WEST</i>								
<i>CITY OF WOODWAY</i>				61				61
<i>McLENNAN COUNTY</i>	146				645		147	938
<i>MCC</i>	150						149	299
TOTAL VOTES	339	142	807	788	723	947	1105	4851



Waco Independent School District Board of Trustees Special Meeting
Cen-Tex Hispanic Chamber of Commerce
915 La Salle Avenue
Waco, TX 76706
Monday, November 6, 2017
6:00 p.m.

Call to Order – President Pat Atkins called the special meeting of the Waco Independent School District Board of Trustees to order at 6:00 p.m. He stated that a quorum of board members was present, and that notice of the meeting had been posted.

Board Members Present: President Pat Atkins, Vice President Allen Sykes, Secretary Norman Manning, Cary DuPuy, Larry Perez, and Angela Tekell

Board Members Absent: Stephanie Korteweg

III. DISCUSSION ITEMS

A. Community Meeting

- President Atkins thanked everyone for attending the last community meeting, introduced the Board of Trustees, and Superintendent Dr. A. Marcus Nelson. Dr. Nelson briefly discussed the results of the Stakeholder survey that went out to the community in September, briefed the audience on H.B. 1842 (2015), S.B. 1882 (2017), and options for Improvement Required campus reorganizations. Administration will develop a plan that will be presented to the Board of Trustees for approval in January 2018, then submit the Board approved plan to the Texas Education Agency.

IV. Adjournment

- President Atkins thanked the audience for attending the community meeting, and also reminded those who wished to volunteer to fill out the “I Want to Help” form. The meeting adjourned at 7:50 p.m.



Waco Independent School District Board of Trustees Special Meeting
Waco ISD Conference Center
115 S 5th Street
Waco, TX 76701
Monday, November 13, 2017
Closed Session 6:00 p.m.

Call to Order: President Atkins called the meeting of the Waco Independent School District Board of Trustees to order at 6:15 p.m. He stated that a quorum of the board members was present, and that notice of the meeting had been posted.

Board Members Present: President Pat Atkins, Vice President Allen Sykes, Secretary Norman Manning, Cary DuPuy, and Stephanie Korteweg,

Board Members Absent: Angela Tekell, Larry Perez

III. CLOSE SESSION: - President Atkins called the closed meeting to order at 6:15 p.m. pursuant to the following sections of the Texas Government Code:

A. Texas Government Code Section

1. 551.074 Personnel Matters

a. Discussion on duties and responsibilities of the Superintendent

(1) 551.074 Consultation with Attorney

(2) Consider Level III Employee Complaint/Grievance Filed Under Policy DGBA (Local)

No action was taken during the closed meeting. President Atkins reconvened the meeting at 8:00 p.m.

IV. DISCUSSION AND POSSIBLE ACTION ON NOVEMBER 13, 2017

A. Consider Level III Employee Complaint/Grievance Filed Under Policy DGBA (Local)

- President Atkins inquired as to whether Board members had any questions. Hearing none President Atkins asked for a motion. Norman Manning moved, Cary DuPuy seconded, to uphold the Administration's decision provided in the level two response of August 9, 2017. Motion passed 5-0.

V. ADJOURNMENT

- The meeting adjourned at 8:00 p.m.



Waco Independent School District Board of Trustees Workshop
Waco ISD Conference Center
115 S 5th Street
Waco, TX 76701
November 16, 2017
6:00 p.m.

Call to Order: President Pat Atkins called the meeting of the Waco Independent School District to order at 6:15 p.m. He stated that a quorum of Board members was present and that notice of the meeting had been posted.

Board Members Present: President Pat Atkins, Secretary Norman Manning,
Cary DuPuy, Stephanie Korteweg

Board Members Absent: Angela Tekell, Larry Perez, Allen Sykes

III. CLOSED SESSION – President Atkins called the closed meeting to order at 6:15 p.m. pursuant to the following sections of the Texas Government Code:

A. Texas Government Code Section

1. 551.074 Personnel Matters

a. Discussion on duties and responsibilities of the Superintendent

No action was taken during the closed meeting. President Atkins reconvened the meeting at 7:40 p.m.

IV. AUDIENCE FOR GUESTS

- Pam Cooper, president, American Federation of Teachers, thanked Dr. Nelson for informational community meetings held and informed the Board of Trustees of the book give away on December 2nd at Brazos Recovery Center gymnasium.

V. DISCUSSION AND UPDATES

A. Presentation and discussion of monthly financial reports for the period ending October 31, 2017

- There was no discussion on the line item.

B. Report on purchases over \$25,000

- There was no discussion on the line item

C. Discussion and presentation on Lone Star Governance Continuous Improvement including Special Education and student outcomes

- Laurie Tresl, Coordinator of Special Education, gave the Board of Trustees an overview of the Districts Performance-Based Monitoring Analysis System (PBM). Ms. Tresl stated that the District will increase efforts to improve student outcomes by adopting the Superintendents Super Seven, consultation with John Bullion, Region 12 Special Education Regional Liaison, increasing information regarding state/local initiatives, focusing on innovation, Collaboration with curriculum on district-wide initiatives and interventions, proposition of alternative instructional delivery models to campus principals, and implementation of Anita Archer Explicit Instruction.



D. Reports and discussion on Board Member Committees

- There was no discussion on the line item.

E. Update on Improvement Required (IR) campuses

- Superintendent, Dr. A. Marcus Nelson, stated that there were several well attended community meetings to discuss the Improvement Required (IR) campuses. The Board of Trustees commended Dr. Nelson for reaching out to the community.

VI. DISCUSSION ON CONSENT AGENDA ITEMS FOR NOVEMBER 30, 2017, BOARD OF TRUSTEES REGULAR BOARD MEETING

A. Discussion and possible action to approve Board of Trustee meeting minutes and Joint Meeting of the Waco City Council and Waco ISD summary notes

1. September 23, 2017, Workshop Meeting Minutes
2. September 28, 2017, Regular Meeting Minutes
3. October 19, 2017, Workshop Meeting Minutes
4. October 23, 2017, Special Meeting Minutes
5. October 26, 2017, Regular Meeting Minutes
6. October 30, 2017, Special Meeting Minutes
7. June 21, 2017, Joint Meeting of City of Waco and Waco ISD summary notes

- There was no discussion on the line item.

B. Discussion and possible action to approve amendments to the 2017-2018 budget

- There was no discussion on the line item.

C. Discussion and possible action to approve the bid award for instructional materials and classroom supplies

- There was no discussion on the line item.

D. Discussion and possible action to approve the bid award for maintenance supplies, equipment, and repairs

- There was no discussion on the line item.

E. Discussion and possible action to approve the renewal of the bid award for alarm monitoring, repairs, and installation services

- There was no discussion on the line item.

F. Discussion and possible action to approve the renewal of the bid for library media and supplies

- There was no discussion on the line item.

G. Discussion and possible action to approve an Interlocal Agreement between the Waco Independent School District and the Houston Independent School District for the School Health and Related Services (SHARS) Program

- There was no discussion on the line item.

H. Discussion and possible action to approve additional teacher appraisers to the 2017-2018 Texas Teacher Evaluation and Support System (T-TESS) appraiser list

- There was no discussion on the line item.

I. Discussion and possible action to consider hiring of an employee related to a current administrator

- There was no discussion on the line item.

J. Discussion and possible action to render finding that good cause did not exist under Texas Education Code 21.105 (c)(2) and authorize the Superintendent to file a written complaint with State Board for Educator Certification (SBEC) for contract abandonment



- There was no discussion on the line item.

K. Discussion and possible action to approve 2017-2018 STAAR Incentive Plan

- There was no discussion on the line item.

VII. ADJOURNMENT

- Superintendent Dr. A. Marcus Nelson announced that the Director of Business Services Sherry Trotts and the purchasing department received the Texas Association of School Business Officials (TASBO) Purchasing Award of Merit with Recognized Status. Sherry and the department will be recognized at the January Board Meeting.
The meeting adjourned at 8:18 p.m.



Waco Independent School District Board of Trustees Special Meeting
Waco ISD Conference Center
115 S 5th Street
Waco, TX 76701
Thursday, November 30, 2017
Closed Session 6:00 p.m.

Call to Order: President Pat Atkins called the meeting of the Waco Independent School District Board of Trustees to order at 6:00 p.m. He stated that a quorum of the board members was present, and that notice of the meeting had been posted.

Board Members Present: President Pat Atkins, Vice President Allen Sykes, Secretary Norman Manning, Cary DuPuy, Stephanie Korteweg, and Angela Tekell

Board Members Absent: Larry Perez

III. CLOSED SESSION – President Atkins called the closed meeting to order at 6:00 p.m. pursuant to the following sections for the Texas Government Code:

A. Texas Government Code Section

1. 551.074 Personnel Matters

a. Discussion on duties and responsibilities of the Superintendent

No action was taken during the closed meeting, President Atkins reconvened the meeting at 7:15 p.m.

IV. OPEN MEETING

V. MOMENT OF SILENCE

VI. PLEDGE OF ALLEGIANCE

- The Pledge of Allegiance was led by Isabela Lozano, and Dylan Chapman, students at University High School.

VII. SPECIAL RECOGNITION

- Kyle DeBeer, Executive Director of Communications and Community Engagement, recognized the following groups/individuals:

Pledge Leaders: Isabela Lozano and Dylan Chapman.

Waco Women's Lions Club Peace Poster Contest winner: Esparanza Holloway, fifth grader at South Waco Elementary School.

Perfect STAAR Scores: Perfect scores on sixth grade STAAR math test – Ethan Boyd, Elanah Sriram, Tripp Wendel; sixth grade STAAR reading Ruben Pena; sixth grade STAAR reading and math, Lucas Everett, and Sarah Schlappe; seventh grade STAAR reading, Atlas Academy. Seventh grade STAAR reading, Antianna Burton, G. W. Carver Middle School, Lily Coffman, ATLAS Academy; seventh grade STAAR math, Esau Perez, Cesar Chavez Middle School, Zane Arterburn, Lake Air Montessori School, Marisella Suarez, ATLAS Academy. Cesar Chavez Middle School students received a score of 8 and designated as “accomplished” on the 7th grade STAAR writing test, Kanstence Slack and Soledad Valenzuela. Evelyn Serrano, earned a composition score of

eight “accomplished” as well as earning a perfect score on the multiple choice portion of the test. Elisha Sriram, Atlas Academy, earned the composition score of eight on the writing test and also received a perfect score on the seventh grade STAAR math test. Eighth grade STAAR math perfect scores: Jerrado Garcia, Cesar Chavez Middle School; perfect score on the eighth grade STAAR social studies, Karin Rodriguez, ATLAS Academy.

All Region Band: TMEA Region 8 All-Region Band, Mario Flores, 2nd chair percussionist, and Alyssa Andrews, 1st alternate flute, G. W. Carver Middle School. Michelle Nelson, band director, and Alonzo McAdoo, principal. **Region 8 All-Region Jazz Bands:** Sonny Cruz, 1st chair drums, All-Region Jazz Ensemble, Demetrius Allen, 1st chair drums, All-Region Jazz Orchestra, Waco High School, Tyler Sage, jazz band director. **Cen-Tex African American Chamber of Commerce:** Ed Love, principal Waco High School was named Educator of the Year. **Waco ISD 30 years of Service Awards:** Lisa Edwards, counselor, Bell’s Hill Elementary; Jacqueline Gaines, counselor, Provident Heights Elementary; Rosa Gonzalez, pre-k aide, Provident Heights Elementary; Judy Peters, administrative assistant, Career and Technology; Janie Urive, primary literacy aide, Bell’s Hill Elementary; Jerry Williams, athletic trainer, University High School; and Susan Moody, special education teacher, Parkdale Elementary School. **Waco ISD 35 years of Service Awards:** Glenda Bain, pre-k and kindergarten teacher, Lake Air Montessori School; Deloz Lenord, assistant principal, Wiley Opportunity Center; Bianca Ochoa, third grade teacher, Hillcrest PDS; Debbie Sims, principal, Provident Heights Elementary. **Texas Association of School Boards (TASB) Business Recognition:** Extraco Bank represented by Dave Brennan, Regional Executive Vice President and Sam Brown, Senior Vice President and Business Development Officer; Baylor Scott and White represented by Glenn Robinson, President; Educators Credit Union represented by Joe Hutyra, CEO and President; Jim Smith, Compliance Officer, and Rachel Wilde, Marketing Director; Capstone Mechanical represented by Rick Tullis; Baylor University represented by Eric Ames; CP&Y formerly The Wallace Group represented by Darrell Vickers, Project Manager; Allen Samuels Dodge Chrysler Jeep Ram represented by Ted Teague, General Manager; Bush’s Chicken represented by Matt Horton, owner; City of Waco represented by Larry Day, Jr, Fleet Manager; McLennan Community College represented by Dr. Phil Rhodes, VP of Research, Effectiveness & Information Technology, Dr. Fred Hills, VP of Instruction, Londa Carriveau, Professor, high school pathways, and Paul Hoffman, Director of Student Development; Providence Healthcare/Ascension represented by Renee Gillette, Nursing Educator; Waco Public Library represented by Jessica Emmett. Also recognized Authentic Granite & Marble, Sturdisteel, Cargill, Creative Waco, and Central Texas Iron Works.

VIII. AUDIENCE FOR GUESTS

- Pam Cooper, president, American Federation of Teachers, thanked district staff for the assistance given to help set up for the book give away on December 2nd at Brazos High School. Books will be given to all new teachers to the district as well as to the students participating in the Pack of Hope Back Pack Club.

President Atkins inquired as to whether there was any objection to hearing item X. A. Hearing no objection line item X. A. was heard out of order.

A. Update on Continuous Improvement Governance Work

1. Bear Project

- Dr. John Singletary, Dean, Baylor University Diana R. Garland School of Social Work introduced his staff. Carrie Arroyo, project coordinator; Carolyn Cole, project director, Dr. Lisa Madden, research director. Carrie Arroyo gave the Board of Trustees a brief update on the project. She stated that the goal was to increase the academic achievement of children with the greatest social and emotional learning needs. The objectives were to reduce out of school suspensions, in school suspensions, DAEP placements, reduce absenteeism, increase family engagement with the school, and increase social-emotional learning. In 2016 18 campuses participated in the transition plan and process, 37 students received an individualized transition plan and process, and 86% of students did not return to DAEP in 2016-17.

IX. CONSENT AGENDA

A. Discussion and possible action to approve Board of Trustees Meeting minutes and Joint Meeting of the Waco City Council and Waco ISD summary notes

- 1. September 23, 2017, Workshop Meeting Minutes**
- 2. September 28, 2017, Regular Meeting Minutes**
- 3. October 19, 2017, Workshop Meeting Minutes**
- 4. October 23, 2017, Special Meeting Minutes**
- 5. October 26, 2017, Regular Meeting Minutes**
- 6. October 30, 2017 Special Meeting Minutes**
- 7. June 21, 2017, Joint Meeting of City of Waco and Waco ISD summary notes**

- That the Board of Trustees approve the meeting minutes for September 23rd, 28th, October 19th, 23rd, 26th, 30th and the joint meeting summary notes of June 21, 2017.

B. Discussion and possible action to approve amendments to the 2017-2018 budget

- That the Board of Trustees approve amendments:
009 General Fund – Districtwide – will reallocate budgeted funds from instructional contingency to instruction, staff development, and school leadership for various expenditures for campuses meeting standard for 2016-17 and earning distinctions.
010 Dean Highland Elementary School – will reallocate budgeted funds from instructional contingency to health services for professional salary and benefits.
There is no effect on fund balance.

C. Discussion and possible action to approve the bid award for instructional materials and classroom supplies

- That the Board of Trustees approve the list of vendors for instructional materials and classroom supplies under request for proposal 17-1091.

D. Discussion and possible action to approve the bid award for maintenance supplies, equipment, and repairs

- That the Board of Trustees approve the list of new vendors to be added to the previously approved list for the purchase of maintenance supplies, equipment, and repairs under request for proposal 14-1007-3.

E. Discussion and possible action to approve the renewal of the bid award for alarm monitoring, repairs, and installation services

- That the Board of Trustees approve NEI Datacom as the awarded vendor for alarm monitoring, repair, and installation services under request for proposal 16-1064.

F. Discussion and possible action to approve the renewal of the bid for library media and supplies

- That the Board of Trustees approve the list of vendors for the library media and supplies on request for proposal 16-1065.
- G. Discussion and possible action to approve an Interlocal Agreement between the Waco Independent School District and the Houston Independent School District for the School Health and Related Services (SHARS) Program**
- That the Board of Trustees approve the interlocal cooperative agreement between Waco ISD and the Houston ISD to process reimbursements for special education students.
- H. Discussion and possible action to approve additional teacher appraisers to the 2017-2018 Texas Teacher Evaluation and Support System (T-TESS) appraiser list**
- That the Board of Trustees approve Jillian Atkins, John Johnston, Donna McKethan, and Diego Veloz as additional T-TESS appraisers.
- I. Discussion and possible action to consider hiring of an employee related to a current administrator**
- That the Board of Directors approve the employment of Diego Lozano, son of Isabel Lozano, assistant principal, University High School.
- J. Discussion and possible action to render finding that good cause did not exist under Texas Education Code 21.105 (c)(2) and authorize the Superintendent to file a written complaint with the State Board for Educator Certification (SBEC) for contract abandonment**
- That the Board of Trustees render a finding that good cause does not exist under Texas Education Code 21.105 (c)(2), or 21.210(c)(2) and authorize the Superintendent to file a written complaint with SBEC on Alpha Coburn for contract abandonment.
- K. Discussion and possible action to approve 2017-2018 STAAR Incentive Plan**
- That the Board of Trustees approve the 2017-2018 STAAR incentive plan.
- L. Discussion and possible action to approve the Continuous Improvement Governance**
- 1. Board Time Use Tracker**

- That the Board of Trustees approve the updated Board Time Use Tracker.

Board Time Use Tracker
(USG Framework Accountability 1)

Meeting Date	% Time Spent on 5 Outcome Goals
03-14-17	70%
03-21-17	70%
04-08-17	70%
04-27-17	70%
05-11-17	70%
05-18-17	70%
05-25-17	70%
06-12-17	70%
06-22-17	70%
07-20-17	70%
08-24-17	70%
08-31-17	70%
09-21-17	70%
09-26-17	70%
9-28-17	70%
10-19-17	70%
10-26-17	70%

Does Not Meet Focus: Of total minutes spent in Board-authorized public meetings, fewer than 25 percent are invested in progress monitoring of the Board's student outcome goals.

Meets Focus: Of total minutes spent in Board-authorized public meetings, no fewer than 25 percent are invested in progress monitoring of the Board's student outcome goals.

Master Focus: Of total minutes spent in Board-authorized public meetings, no fewer than 60 percent are invested in progress monitoring of the Board's student outcome goals.

M. Discussion and possible action to approve a grant

- That the Board of Trustees approve the First in Texas and the Texas Workforce Commission award of \$1,525.00 to be used by the Greater Waco Advanced Manufacturing Academy students for a future robotic competition.

Allen Sykes moved, Norman Manning seconded to approve the consent agenda. Motion passed 5 to 0.

X. REPORTS AND DISCUSSION

A. Update on Continuous Improvement Governance Work

1. Bear Project, Student Outcomes

- Line item heard out of order.

2. Board Staff Use Tracker

- Superintendent A. Marcus Nelson briefed the Board on the Board Staff Use Tracker. Administration will make formatting corrections to the form.

B. Update on Improvement Required (IR) campuses

- Superintendent A. Marcus Nelson stated that after the culmination of the community administration continued to receive feedback from the community. Dr. Nelson acknowledged the increase of volunteers at the campuses and local businesses donating student incentives, and continued support from McLennan Community College and Baylor University and a host of other businesses. Dr. Nelson also noted that Administration was meeting with local non-profit organizations to understand their levels of expertise and how to expand partnerships to better serve the students. Administration continues to research best practices and school design to improve student outcome that includes reaching out to other urban districts. The grants department submitted the Transformation Zone Planning Grant application to the Texas Education Agency, the District will be notified in January as to whether it will receive the grant.

XI. ANNOUNCEMENTS

- Kyle DeBeer, Executive Director of Communications and Community Engagement, announced that the elementary magnet school application window would open on Friday, December 1st. The annual Outstanding Teacher Ceremony would be held on December 5th at the Waco High School Performing Arts Center at 6:30 p.m. A complete listing of campus holiday performances could be found on the Waco ISD website.

XII. ADJOURNMENT

- The meeting adjourned at 8:45 p.m.



Waco Independent School District Board of Trustees Special Meeting
115 S 5th Street
Waco, TX 76701
Thursday, December 7, 2017
Closed Session: 6:00 p.m.

Call to Order: President Atkins called the meeting of the Waco Independent School District Board of Trustees to order at 6:00 p.m. He stated that a quorum of the board members was present, and that notice of the meeting had been posted.

Board Members Present: President Pat Atkins, Vice President Allen Sykes, Secretary Norman Manning, Cary DuPuy, Stephanie Korteweg, Larry Perez, and Angela Tekell

Board Member Absent: No one

III. CLOSED MEETING – President Atkins called the closed meeting to order at 6:00 p.m. pursuant to the following sections of the Texas Government Code:

A. Texas Government Code Chapter 551

- 1. 551.074 Discussion on duties and responsibilities of the Superintendent**
- 2. 551.074 Personnel Matters**
- 3. 551.072 Real Estate**

No action was taken during the closed meeting, President Atkins reconvened the meeting at 8:10 p.m.

IV. AUDIENCE FOR GUESTS

- No one requested to speak.

V. DISCUSSION AND UPDATES

A. Presentation and discussion on Lone Star Governance Continuous Improvement including an update on Waco ISD's Gifted and Talented Program

- Superintendent A. Marcus Nelson introduced Assistant Superintendent of Secondary Curriculum and Instruction and supervises advanced academics Dr. Scott McClanahan. R. McClanahan briefed the Board of Trustees on areas that needed attention in the program. Dr. McClanahan introduced Ashley Duncan, assistant director of advanced academics, who oversees the elementary area. Ms. Duncan briefed the Board on the practices that the program uses to identify students. The Board of Trustees requested that Administration forward the updated PowerPoint for their review. The second portion of the update will be presented at the December 14th meeting.

B. Update on class waivers

- Superintendent Dr. A Marcus Nelson briefed the Board of Trustees on the class waivers. He stated that there were five classrooms that were over the 22 to 1 class size ratio. President Atkins thanked Administration for paying attention to the student to teacher ratio.

C. Reports and discussions on Board Member Committees

- There was no discussion on the line item.

D. Update on Improvement Required (IR) Campuses

- Superintendent A. Marcus Nelson stated that Improvement Required campuses were working to meet state standards. Dr. Nelson stated that he was working on Plan B which was if one or more IR campuses failed to meet the State standard and went into year 5 of Improvement Required the Texas Education Agency may perhaps require that the Board of Trustees close campuses, replace the Board of Trustees, or partner with a charter network. However, Senate Bill 1882 allowed districts to explore a partnership with a local non-profit agency which Dr. Nelson was exploring. The District was actively identifying best practices to improve student outcomes, training campus administration in the Blended Learning Model, focusing on literacy, and developing a proposal for the Board of Trustees to approve in January. March 1st is the deadline to submit a plan to the Texas Education Agency

VI. DISCUSSION AND POSSIBLE ACTION ON DECEMBER 7, 2017

A. Discussion and possible action to approve a resolution to cast votes in the McLennan County Appraisal District Board of Directors election

- President Atkins apprised the Board that the votes that Waco ISD was allocated was based on the size of the tax levy. Waco ISD was allocated 940 votes. President Atkins requested a motion as to how to allocate the votes. Angela Tekell moved, to allocate the 940 votes to Trustee Allen Sykes. Norman Manning seconded the motion. Allen Sykes recused himself. Motion passed 6-0. President Atkins thanked Mr. Sykes for continuing to represent the District and the community.

VII. DISCUSSION AND POSSIBLE ACTION FOR THE CONSENT AGENDA ON DECEMBER 14, 2017

A. Discussion and possible action to approve speaking services provided by the Superintendent to other entities pursuant to Education Code Section 11.201(e)

- There was no discussion on the line item.

B. Discussion and possible action to approve amendments to the 2017-2018 budget

- There was no discussion on the line item.

C. Discussion and possible action to approve the job order contract for kitchen equipment repair services

- There was no discussion on the line item.

D. Discussion and possible action to approve an amended Memorandum of Understanding between the City of Waco, McLennan County and the Waco Independent School District in respect to the management, maintenance, and sale of property bid off as a result of a foreclosure

- There was no discussion on the line item.

E. Discussion and possible action to approve BED (Local) update

- Trustee DuPuy inquired on the change to the policy. President Atkins stated that state law requires that any meeting that receives public comment or where action was taken is required to be recorded and made available on the website.

F. Discussion and possible action to approve Early Notice of Resignation Incentive Option

- There was no discussion on the line item.

VIII. ADJOURNMENT

- Trustee Larry Perez thanked both AFT and TSTA for the book give away. The meeting adjourned at 8:58 p.m.



Waco Independent School District Board of Trustees Regular Board Meeting
Waco ISD Conference Center
115 S 5th Street
Waco, TX 76701
Thursday, December 14, 2017

Call to Order: President Atkins called the meeting of the Waco Independent School District Board of Trustees to order at 6:00 p.m. He stated that a quorum of the board members was present, and that notice of the meeting had been posted.

Board Members Present: President Pat Atkins, Vice President Allen Sykes, Secretary Norman Manning, Cary DuPuy, Stephanie Korteweg, Larry Perez

Board Members Absent: Angela Tekell

III. CLOSED MEETING – President Atkins called the closed meeting to order at 6:00 p.m. pursuant to the following sections of the Texas Government Code:

A. Texas Government Code Chapter 551

- 1. Pursuant to Texas Government Code Sections 551.071 and 551.0821 consultation with District legal counsel regarding TEA Special Education Mediation No. 035-HM-1117**
- 2. 551.074 Discussion on duties and responsibilities of the Superintendent**
- 3. 551.074 Personnel Matters**

No action was taken during the closed meeting. President Atkins reconvened the meeting at 7:15 p.m.

IV. OPEN MEETING

V. MOMENT OF SILENCE

VI. PLEDGE OF ALLEGIANCE

- The Pledge of Allegiance was led by Jonathan Marmolejo a student at Crestview Elementary School.

VII. SPECIAL RECOGNITION

- Kyle DeBeer, Executive Director of Communications and Community Engagement, recognized the following groups:

Pledge leader, Jonathan Marmolejo.

Perfect STAAR Scores: 8th grade STAAR reading test at ATLAS Academy, Angela Gonzalez, Waco High School; STAAR Algebra 1 exam, Cristian Arias, Waco High School; Karin Rodriguez, University High School; and Nathaniel Tyus, Waco High School. Waco High School students earning a composition score of 8 on the English 1 exam, and designated as “accomplished”, Brigitte Eichenberg, earned a perfect score on the multiple choice portion of the exam; James Ackerman; Andy Arterburn; Katherine Burnham; Paris Hookham; and Sophia Swenke. University High School students earning a composition score of 8 on the English II exam, designated “accomplished,” Savannah Vidana, earned a perfect score on the multiple choice portion of the exam; Ryan Rosado; Marisela Torres; Gabriella Vidana; and Soraya Rueda, currently attending Brazos High

School. Waco High School Students, William Grant; Kaira Jackson; Hallie Morgan; Blasa Orozco; Elena Perez; and Giselle Solis. A perfect score on the STAAR US History exam, Dylan Rivera, Waco High School.

TMEA Region 8 All-Region Band: Cesar Chavez Middle School - Jonessa Martinez, B-flat clarinet, and Juvenal Ramos, bass clarinet; band directors Zachary Cain, Stephanie Fernihough, and Todd Modgling, Suzanne Hamilton, principal. Lake Air Montessori - Roberto Alacorn, alto-saxophone, ranked number four in the region; Max Angel, tuba, ranked number 1; Isabela Barrera, clarinet; Alana Chapa, flute; Jaiden Flores, trumpet; Archie Hatten, V, alto saxophone, ranked number one; Sophia Henderson, clarinet, ranked number 2; Maya Lozano, trombone; Allen Rodriguez, trombone; and Cynthia Zavala-Hicks, tuba; band directors, Noah Alvarado, and Teresa Lee; Ms. Stephanie Tankersley, principal. Indian Spring Middle School – Eliana Caro, 10th chair concert band; Joel Picazo, 6th chair symphonic band; Stephanie Salazar, band director; and Dr. John Jenkins, principal. Larry Carpenter, director of fine arts.

2018 Association for Career and Technical Education National Administrator of the Year – Mrs. Donna McKethan, Director of Career and Technology.

VIII. AUDIENCE FOR GUESTS

- No one requested to speak.

IX. CONSENT AGENDA

A. Discussion and possible action to approve speaking services provided by the Superintendent to other entities pursuant to Education Code Section 11.201(e)

- That the Board of Trustees approve the Superintendents speaking services of January 13, 2018.

B. Discussion and possible action to approve amendments to the 2017-2018 budget

- That the Board of Trustees approve amendments:
#011 Advanced Academic Department – will reallocate budgeted funds for staff development salaries and benefits to counseling for salaries and benefits.

C. Discussion and possible action to approve a job order contract award for kitchen equipment repair services

- That the Board of Trustees approve job order contract #17-1092 bid award for kitchen equipment repair service to RESCO as the primary vendor and TD Industries as the additional vendor for projects between \$5,000 and \$125,000.

D. Discussion and possible action to approve an amended Memorandum of Understanding between the Waco Independent School District, the City of Waco, and McLennan County regarding the management, maintenance, and sale of property that has been bid off as a result of a foreclosure

- That the Board of Trustees approve the memorandum of understanding between the City of Waco, McLennan County, and the Waco Independent School District in respect to the management, maintenance, and sale of property bid off as a result of a foreclosure.

E. Discussion and possible action to approve BED (LOCAL) update

- That the Board of Trustees approve the revisions to Board Policy BED(LOCAL)

F. Discussion and possible action to approve Early Notice of Resignation Incentive Option

- That the Board of Trustees approve the continuation of the early resignation incentive option for teachers, professionals, and administrators with a deadline notification date of Friday, March 16, 2018.

G. Discussion and possible action to approve the Continuous Improvement Governance

1. Board Time Use Tracker

2. Board Staff Use Tracker

- That the Board of Trustees approve the updated Board Time Use Tracker and the Board Staff Use Tracker

Larry Perez moved, Norman Manning seconded to approve the consent agenda as presented. Motion passes 6 to 0.

X. DISCUSSION AND POSSIBLE ACTION

A. Consider and take possible action on TEA Special Education Mediation No. 035-HM-1117 as addressed in closed session.

- The line item was heard out of order. The Board of Trustees went into closed session after line item XII to discuss the line item.

XI. DISCUSSION AND UPDATES

A. Presentation and discussion of monthly and quarterly financial reports for the period ending November 30, 2017

- Sheryl Davis, CFO, stated that the District's enrollment decreased by 249 students. CATE and Special Education funds increased, stadium revenues were down however, playoff revenues would be reported at a later date.

B. Presentation and discussion on Lone Star Governance Continuous Improvement: Secondary Gifted and Talented program

- Dr. Scott McClanahan, Assistant Superintendent of Curriculum and Instruction gave the Board of Trustees an update on secondary advanced academics. Dr. McClanahan stated that there were 319 middle school served by the gifted services and highlighted the accomplishments. Dr. McClanahan noted the opportunities for acceleration and recognition in the high school level.

C. Report on gifts and grants to Waco ISD

- There were no gifts valued at \$50,000 or greater reported for the December 2017 report. There was an increase of \$21,268.36 in total cash, items, and services donated to Waco ISD was recorded for the December 2017 report.

D. Report and discussion on School Board Member Continuing Education Requirements

- President Atkins stated that Board Members Cary DuPuy, Stephanie Korteweg, Norman Manning, Larry Perez, Allen Sykes, Angela Tekell, and himself exceeded the required continuing education training for Tier 2, Team Building, and Tier 3, discretionary continuing education as verified by TASB

E. Update on Improvement Required (IR) Campuses

- Superintendent A. Marcus Nelson stated that Waco ISD was 1 of 7 districts that was on a preliminary list to receive a \$450,000 transformation zone grant from the Texas Education Agency. The funding from the grant will allow the District to partner with a local non-profit agency such as Prosper Waco. Administration will submit a recommendation to the Board of Trustees at the January Board meeting for approval. Dr. Nelson will have several public meetings in January to inform the community of the proposal submitted to the Board of Trustees for approval. President Atkins commended Dr. Nelson's staff and the grant department for getting the grant submitted in a short time

frame, and commended Dr. Nelson in his leadership to come with a plan to keep campuses in the community.

XII. ANNOUNCEMENTS

- Kyle DeBeer, Executive Director of Communications and Community Engagement, announced that the winter break would start on December 20th, staff return on January 3, 2018 and students return on January 4th; College week January 8 -12th, Alumni College Fair, January 8th, 2-9 p.m.; MCC open house, January 9th; TSTC open house, January 11th; January 18th – 20th, Xanadu at Waco High School Performing Arts Center; January 12th, Waco High School boys basketball at University High School and University High School girls basketball at Waco High School.

The Board of Trustees recessed to go into closed session at 8:20 p.m. Pursuant to Texas Government Code Sections 551.071 and 551.0821 consultation with District legal counsel regarding TEA Special Education Mediation No. 035-HM-1117.

The Board of Trustees reconvened the meeting at 9:25 p.m.

A. Consider and take possible action on TEA Special Education Mediation No. 035-HM-1117 as addressed in closed session.

- Superintendent Dr. A Marcus Nelson recommended approval of the mediation settlement as discussed in closed session. Allen Sykes moved, Larry Perez seconded. Motion passed 6-0.

XIII. ADJOURNMENT

- The meeting adjourned at 9:30 p.m.

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: January 18/25, 2018

Contact Person: David Cartwright

RE: Discussion and possible action to approve amendments to the 2017-2018 budget

=====

Background Information:

The Texas Education Agency has established additional requirements for school district budget preparation. As part of these requirements, a school district must amend the official budget before exceeding a functional expenditure category, i.e., instruction, administration, etc., in the total district budget. Attached are copies of the proposed amendments to the Official Budget identifying details of the requests. The following summarizes the effect of these amendments by functional category.

Summary:

Amendment #012: Greater Waco Advanced Manufacturing Academy

This amendment will reallocate budgeted funds for instructional miscellaneous contracted services to maintenance for contract maintenance and repairs. The adjustment is required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Code Function Description</u>
Source of Funds:	\$2,506.00	Instructional expenditure function
Use of Funds:	\$2,506.00	Maintenance expenditure function
Fund Balance Effect	None	

Amendment #013: Regional Day School Program for Deaf

This amendment will amend funds in from deferred revenue Regional Day School Program for Deaf to instruction for other professional services.

		<u>TEA Code Function Description</u>
Source of Funds:	\$40,000.00	Deferred Revenue
Use of Funds:	\$40,000.00	Instructional expenditure function
Fund Balance Effect	None	

Amendment #014: Food Service Fund

This amendment will amend funds in from unassigned food service fund balance to cover the costs for two new food trucks.

		<u>TEA Code Function Description</u>
Source of Funds:	\$390,663.00	Fund Balance
Use of Funds:	\$390,663.00	Food Service expenditure function
Fund Balance Effect	Decrease	

Amendment #015: Greater Waco Advanced Manufacturing Academy

This amendment will reallocate budgeted funds for instructional textbooks to staff development for employee travel. The adjustment is required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Code Function Description</u>
Source of Funds:	\$6,000.00	Instructional expenditure function
Use of Funds:	\$6,000.00	Staff Development expenditure function
Fund Balance Effect	None	

Fiscal Implications:

Amendment #014 decreases Food Service fund balance by \$390,663.00. The remaining amendments have no effect on fund balance.

Administrative Recommendation(s):

The administration recommends that the Board of Trustees approve the budget amendments, as presented.

AMENDMENT # 012

DATE: 12/15/2017

0.00

CHIEF FINANCIAL OFFICER

Revised 10/2017

AMENDMENT # 013

DATE: 12/7/2017

0.00


CHIEF FINANCIAL OFFICER

BATCH: JV/BCN: DATE:

AMENDMENT # 014

DATE: 1/3/2018

0.00


CHIEF FINANCIAL OFFICER

Revised 10/2017

AMENDMENT # 015

DATE: 1/4/2018

0.00

BUDGET COORDINATOR

CHIEF FINANCIAL OFFICER

Revised 10/2017

Waco Independent School District

Board of Trustees Meeting Agenda Item

Date: January 18/25, 2017

Contact Person: Dr. A. Marcus Nelson

RE: Discussion and possible action to authorize the Superintendent to negotiate partnership with Prosper Waco regarding the Transformation Zone plan

=====

Background Information:

Superintendent A. Marcus Nelson will give the Board of Trustees an overview of the proposed partnership plan.

Administration Recommendations:

The Administration recommends that the Board of Trustees approve to authorize the Superintendent to negotiate a partnership with Prosper Waco regarding the Transformation Zone plan

Waco Independent School District

Board of Trustees Meeting Agenda Item

Date: January 18/25, 2017

Contact Person: Dr. A. Marcus Nelson

RE: Discussion and possible action to approve the Waco ISD Transformation Plan

=====

Background Information:

Superintendent A. Marcus Nelson will give the Board of Trustees an overview of the proposed Transformation plan.

Administration Recommendations:

The Administration recommends that the Board of Trustees approve the Waco ISD Transformation plan.

Waco Independent School District

Board of Trustees Meeting Agenda Item

Date: January 18/25, 2018

Contact Person: Dr. A. Marcus Nelson

**RE: Discussion and possible action to approve the Superintendent's
Appraisal Calendar**

=====

Background Information:

Commissioner Rules (19 TAC 150.1005) state that a district must establish an annual calendar for the superintendent's appraisal process. Attached is the 2018 Superintendent's Appraisal Calendar for the Board of Trustees review.

Fiscal Implications:

None

Administration Recommendation(s):

That the Board of Trustees approve the Superintendent's Appraisal Calendar as presented.



WACO INDEPENDENT SCHOOL DISTRICT SUPERINTENDENT 2018 APPRAISAL CALENDAR

January 2018	Board meeting to approve appraisal calendar.
February - March	Board meeting to establish superintendent performance goals using district goals, data from TAPR report, and results of most recent summative evaluation. Board meeting to review instrument and process; revise if needed and adopted.
March – May	Superintendent incorporates priorities from district goals and superintendent performance goals into district improvement plans and budget being drafted for next year.
July	Formative evaluation; superintendent gives progress report on this year's performance goals.
October	Board <i>reviews</i> superintendent evaluation policy and confirms dates and process for January summative evaluation.
December	Superintendent's "state of the district" report to the board; provide blank evaluation form. Review evaluation process with board members.
January 2019	Summative evaluation meeting (Board reviews individual evaluations, compiles a composite evaluation reflecting board consensus on ratings, and meets with the superintendent to discuss the evaluation.)

Board Approved: _____

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: January 18/25, 2018

Contact Person: Sheryl Davis

RE: Discussion and possible action to approve the election order and polling locations for the May 5, 2018 Board of Trustee election (aprovar el orden de la elección)

=====

Background Information:

The McLennan County Elections Office has prepared an order for the Board of Trustee elections, Position 1, District 1, Position 2, District 2, and Position 6, At-Large, to be held on May 5, 2018.

Attached, are copies of the required Order of Election and a copy of the polling locations/vote centers agreed upon by the Cities of Bellmead, Crawford, Hewitt, Lacy Lakeview, Lorena, Waco, and Woodway and the Crawford ISD, La Vega ISD, Lorena ISD, Midway ISD, and Waco ISD for voting on May 5, 2018.

Fiscal Implications:

The estimated cost of the election to Waco ISD is estimated to be \$24,487.26. Costs may change dependent on entities cancelling uncontested elections and possible resultant changes in vote center locations.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the order calling for the May 5, 2018, election for the Waco Independent School District Board of Trustees, Position 1, District 1, Position 2, District 2, and Position 6, At-Large; making provisions for the conduct of the election; giving notice of the election; and approving the polling locations/vote centers, as presented.

**ORDER OF GENERAL ELECTION
(ORDEN DE LA ELECCIÓN GENERAL)**

An election is hereby ordered to be held on May 5, 2018, for voting in a General Election to elect one (1) person for each position to serve the full term of three (3) years for three (3) positions (Districts one (1), two (2) and At-Large position, Place six (6)) on the Board of Trustees for the Waco Independent School District.

(Por la presente se ordena que se llevará a cabo una elección el 5 de mayo de 2018, para votar en una elección general para elegir una (1) persona para que sirvan los termino completos de tres (3) años para las tres (3) posiciones (Distritos 1 y 2 y en general posición, Place seis (6)) de la junta de regentes del distrito escolar independiente de Waco.)

The execution of a Joint Election Agreement with Bellmead, Crawford, Hewitt, Lacy Lakeview, Lorena, Waco, Woodway, Crawford ISD, La Vega ISD, Lorena ISD, Midway ISD and Waco ISD is hereby authorized and approved.

(La ejecución de un acuerdo de elección conjunta con Bellmead, Crawford, Hewitt, Lacy Lakeview, Lorena, Waco, Woodway, Crawford ISD, La Vega ISD, Lorena ISD, Midway ISD and Waco ISD se autoriza y aprueba.)

**LOCATION(S) OF POLLING PLACES
(DIRECCIÓN(ES) DE LAS CASILLAS ELECTORALES)**

**See attached List
(Véase la lista adjunta)**

Early Voting by personal appearance will be conducted at:
(La votación adelantada en persona se llevará a cabo todos los días en:)

**Early Voting Sites:
(Lugares de votación adelantada)**

McLennan County Elections Administration Office
Records Building
214 North Fourth Street, Suite 300
Waco, Texas 76701

Bellmead City Hall
3015 Bellmead Drive
Bellmead, TX 76705

First Assembly of God Church
6701 Bosque Blvd.
Waco, Texas 76710

Hewitt Public Safety Facility
100 Patriot Court
Hewitt, TX 76643

The dates and times of Early Voting are:
(Los días y horas de votación adelantada son:)

Monday (lunes)	April 23, 2018 (23 de abril de 2018)	8:00 AM - 5:00 PM
Tuesday (martes)	April 24, 2018 (24 de abril de 2018)	8:00 AM - 5:00 PM
Wednesday (miércoles)	April 25, 2018 (25 de abril de 2018)	8:00 AM - 5:00 PM
Thursday (jueves)	April 26, 2018 (26 de abril de 2018)	8:00 AM - 5:00 PM
Friday (viernes)	April 27, 2018 (27 de abril de 2018)	8:00 AM - 5:00 PM
Saturday (sabado)	April 28, 2018 (28 de abril 2018)	7:00 AM - 7:00 PM
Monday (lunes)	April 30, 2018 (30 de abril de 2018)	7:00 AM - 7:00 PM
Tuesday (martes)	May 1, 2018 (1 de mayo de 2018)	7:00 AM - 7:00 PM

Applications to vote by mail should be mailed to:
(Las solicitudes para poder votar por deben ser enviadas a:)

Kathy E. Van Wolfe
McLennan County Elections Administrator
P.O. Box 2450
Waco, Texas 76703-2450
kathy.vanwolfe@co.mclennan.tx.us

Applications for ballot by mail must be received no later than the close of business on April 24, 2018:
(Las solicitudes para votar por correo tendrán que ser recibidas antes del fin del día laboral el 24 de abril 2018:)

Issued this the _____ day of _____, 2018.
(Emitada el día _____ de _____ 2018.)

President, Waco ISD Board of Trustees
(presidente, junta de regentes de Waco ISD)

Exhibit A

ELECTION DAY VOTE CENTERS

Bellmead Civic Center
Cesar Chavez Middle School
China Spring ISD Administration Bldg.
Crawford High School
Dewey Community Center
Fellowship Bible Church
First Assembly of God Church
G. W. Carver Middle School
Hewitt Public Safety Facility
Heart of Texas Council of Governments
Lacy Lakeview Civic Center
Lake Shore United Methodist Church
Lorena First Baptist Church
MCC Conference Center
South Waco Library
University High School
Waco Convention Center
Waco High School (Performing Arts Center)
Waco Multi-Purpose Community Center
Woodway City Hall

3900 Parrish Street, Waco
700 S. 15th Street, Waco
12166 Yankie Road, China Spring
200 Pirate Drive, Crawford
925 N. 9th Street, Waco
5200 Speegleville Road., McGregor
6701 Bosque Blvd., Waco
1601 J. J. Flewellen Road, Waco
100 Patriot Court, Hewitt
1514 S. New Road, Waco
505 E. Craven Avenue, Waco
3311 Park Lake Drive, Waco
307 E. Center Street, Lorena
4601 N. 19th Street, Waco
2737 S. 18th Street, Waco
3201 S. New Road, Waco
100 Washington Avenue, Waco
2020 N. 42nd Street, Waco
1020 Elm Street, Waco
922 Estates Drive, Woodway

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: January 18/25, 2018

Contact Person: Sheryl Davis

RE: Discussion and possible action to approve a contract with the Cities of Bellmead, Crawford, Hewitt, Lacy Lakeview, Lorena, Waco, and Woodway and the Crawford ISD, La Vega ISD, Lorena ISD, Midway ISD, Waco ISD, and the McLennan County Elections Administration Department for Election Services for the May 5, 2018 Joint General Election

=====

Background Information:

Elections for the Waco Independent School District Board of Trustees, Position 1, District 1, Position 2, District 2, and Position 6, At-Large, will be held on May 5, 2018.

Attached is a copy of the proposed contract, between the Cities of Bellmead, Crawford, Hewitt, Lacy Lakeview, Lorena, Waco, and Woodway and the Crawford ISD, La Vega ISD, Lorena ISD, Midway ISD, Waco ISD and the McLennan County Elections Administration Department, for election services in conjunction with the May 5, 2018 joint general election.

Fiscal Implications:

The estimated cost of the election to Waco ISD will be \$24,487.26. Costs may change dependent on entities cancelling uncontested elections and possible resultant changes in vote center locations.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the contract with the McLennan County Elections Administration Department for election services in conjunction with the May 5, 2018 joint general election, as presented.

THE STATE OF TEXAS

COUNTY OF MCLENNAN

**CONTRACT FOR ELECTION SERVICES BETWEEN THE MCLENNAN COUNTY
ELECTION ADMINISTRATION DEPARTMENT AND THE WACO INDEPENDENT
SCHOOL DISTRICT.**

THIS CONTRACT made by and between the Waco Independent School District, acting by and through its Board of Trustees, hereinafter referred to as the "District," and Kathy E. Van Wolfe, Elections Administrator of McLennan County, Texas, hereinafter referred to as the "Contracting Officer," and by authority of Section 31.092 (a), Texas Election Code for the conduct and supervision of the May 5, 2018 Joint General Election for the selection of elected officials for the full term of office of three (3) years for three (3) District Trustee positions (Districts one (1), two (2) and one (1) At-Large Place six (6)).

THIS CONTRACT is subject to the approval of all participating parties and shall be binding on said parties upon written approval.

WITNESSETH:

WHEREAS, the District is holding an election for the selection of elected officials for the full term of office for three (3) District Trustee positions (at the expense of the District) on May 5, 2018; and

WHEREAS, the voting precincts of the District which lie within the boundaries of the District, have been established by the District as their voting precincts; and

WHEREAS, the Vote Centers in the Joint General Election are the Election Day voting places for the District; and

WHEREAS, McLennan County conducted a public hearing and Commissioners Court approved the Designation of "Successful Countywide Election Day Polling Places Program" for McLennan County on January 27, 2015, moving forward pursuant to Texas Election Code, Section 43.007. On February 3, 2015, the Texas Secretary of State's Office certified that McLennan County is designated as "successful" and is now authorized to continue to hold all elections using Election Day Countywide Polling Places (Vote Centers). The District agrees to utilize the list of Countywide Election Day Polling Places (Vote Centers) attached to this contract as Exhibit "A"; and

WHEREAS, the County owns the HART eSlate electronic voting system which has been duly approved by the Secretary of State, pursuant to the Texas Election Code, (Section 122.031-122.039, Section 122.091); and

WHEREAS, the District desires to use the County's electronic voting system in their

elections and to compensate the County for such use and to share in certain other expenses connected with such elections in accordance with the provisions of Section 31.098 of the Texas Election Code; and

NOW, THEREFORE, in consideration of the mutual covenants, agreements and benefits to the parties, IT IS AGREED as follows:

I.

In all of the District's voting precincts, the Contracting Officer shall conduct the District's election in accordance with this contract. The District shall bear the full cost or pay a pro-rata share of the voting centers and election judges, alternates and clerks, if applicable, to be used for the election.

II.

Judges' Booth Controllers (JBCs), eSlates and Disabled Accessible Units (DAUs) owned by the County shall be used for the District's election.

III.

The District agrees to appoint the Contracting Officer as the Clerk for Early Voting and shall furnish wording on the ballots and election order necessary for Early Voting in the election to be held at the expense of the District.

The District agrees that the shared locations for Early Voting will be the McLennan County Elections Administration Office, located in the Records Building at 214 North Fourth Street, Suite 300, Waco, TX 76701; Bellmead City Hall, located at 3015 Bellmead Drive, Bellmead, TX 76705; First Assembly of God Church, located at 6701 Bosque Blvd., Waco, TX 76710; and Hewitt Public Safety Facility, located at 100 Patriot Court, Hewitt, TX 76643.

The above-mentioned wording on the ballot(s) and election order(s) shall be delivered to the Elections Administrator upon completion of the ballot drawing for a place on the ballot prior to the commencement of Early Voting in the election to be held at the expense of the District. The Contracting Officer/McLennan County shall bear the full cost for the Early Voting locations' personnel, at an hourly rate of \$12.00 and an overtime rate of \$18.00 per hour for Presiding Judges and Alternate Judges and an hourly rate of \$10.00 and an overtime rate of \$15.00 for Clerks and a \$25.00 pick-up and delivery fee for Early Voting supplies.

The District will forward any requests received for a ballot by mail to the McLennan County Elections Administrator for processing. The District shall pay to the County the actual cost incurred for materials and postage for the distribution of ballots by mail.

The Contracting Officer shall provide to the District one (1) copy of the Early Voting

report via email on a daily basis and a cumulative final Early Voting report following the election.

IV.

The Contracting Officer shall have the District's sample ballots printed, to cover the District's election, in accordance with Texas Election Code, Section 124.004. In all of the District's voting precincts, which lie within the boundaries of the District, the ballots shall include the selection of elective officers for the District.

V.

In all instances covered by Article I of this contract, the Contracting Officer shall cause the HART eSlate voting equipment to be delivered to the Election Day voting places and Early Voting places at least one (1) hour before the time set for opening the polls in each voting precinct, pursuant to Texas Election Code, Sections 125.001, 125.004, 125.061, 127.032-.065.

VI.

The District shall bear the full cost of the rent or pay a pro-rata share, if applicable, for all voting places contemplated by Article I of this contract.

VII.

The District shall bear the full cost or pay a pro-rata share, if applicable, for any equipment as deemed necessary and/or desirable for the holding of said election and cause same to be delivered to the voting places of the District.

VIII.

The District shall bear the full cost or pay a pro-rata share, if applicable, for the employment and/or use of such personnel as the Contracting Officer deems necessary or desirable to prepare for and conduct Early Voting.

IX.

The District shall bear the full cost or pay a pro-rata cost for the employment and/or use of such personnel as the Contracting Officer deems necessary to program and operate the automatic tabulating equipment in accordance with Texas Election Code, Sections 124.066, 127.001-.006, 127.121-122.

X.

The District shall appoint, bear the full cost of or pay a pro-rata share for the Presiding Judges and Clerks in the voting precincts, which lie within the limits of the District, including the cost for the election personnel to attend an election school held by the designated Contracting Officer for the training of Election Day Judges and Alternate Judges pursuant to the Texas Election Code, Sections 32.091 - .093 and 271.013, for their services in connection with the election to be held at the expense of the District. The election school will not exceed four (4) hours in length. Election Day personnel will be compensated at an hourly rate of \$12.00 for Presiding Judges and Alternate Judges and an hourly rate of \$10.00 for Clerks and a \$25.00 pick-up and delivery fee for Election Day supplies.

The Contracting Officer shall appoint the Presiding Judge and Clerks of the Early Voting Ballot Board to process Early Voting results pursuant to Texas Election Code, Sections 87.001 - .025, 87.101, and 87.103. The District shall pay a pro-rata cost for the Presiding Judge and Clerks of the Early Voting Ballot Board.

XI.

The Contracting Officer will provide the preparation of programs and test materials for tabulation of voting equipment and of ballot by mail materials, supervision of handling and disposition of election returns and preparation of the tabulation for the official canvass in accordance with Tex. Elec. Code, Section 31.094.

XII.

The Contracting Officer will provide advisory services in connection with decisions to be made and actions to be taken by the responsible parties of the District.

XIII.

The District shall pay to the County an Administrative Fee of ten (10) percent of the total amount of the contract for administering the election.

XIV.

It is understood that the County will incur costs and expenses in connection with the making of arrangements and preparations for the election, and that in the event the election to be held at the District is enjoined or canceled or if for any reason whatsoever the District shall decide not to proceed with the election to be held at the expense of the District or if the date of the election to be held by the respective parties is postponed or otherwise changed, the District shall be obligated to pay the County for the amount specified in Article XIII of this contract, which is agreed to be a fair and reasonable estimate of the costs and expenses incurred, or to be incurred, by the County in making such arrangements and preparations and the loss of damage to be sustained by the County in such event.

XV.

In connection with the performance of this contract, neither McLennan County nor the Administrator shall be liable to third parties for any default of the District in connection with the holding of the joint election, including the failure by such entities to pay any expenses hereunder, and such Entities shall not be liable to third parties for any default of the Administrator in connection with the holding of the joint election.

XVI.

Except as herein expressly provided otherwise, each party hereto shall do all things that may be required in connection with the election to be held at its expense. The District shall be responsible for the preparation of election resolutions and other pertinent documents for the adoption or execution by the proper officer of said party, and no party hereto shall have the responsibility or duty in connection with such preparations by any other party thereto. The Contracting Party will prepare the Joint Notice of Election and submit the documents to the entities for execution by the proper officers. The District shall likewise be responsible for posting or publication of election notices, and no party hereto shall be responsible for the posting or publication by any other party hereto.

XVII.

It is understood that to the extent space is available that other cities and political subdivisions may wish to participate in the use of the above-mentioned election equipment and voting places, and it is agreed that the Contracting Officer may contract with such other cities or political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the District under this contract.

XVIII.

It is estimated that the District's obligation there under shall not exceed twenty-four thousand four hundred eighty-seven dollars and twenty-six cents (\$24,487.26) and the District agrees to pay a deposit of fifty (50) percent of said amount to McLennan County for an amount of twelve thousand two hundred forty-three dollars and sixty-three cents (\$12,243.63) within five (5) days after the District's execution of this contract. The exact amount of the actual cost of the District's obligation hereunder shall be calculated after the May 5, 2018 Joint General Election, and if the amount of the District's obligation exceeds the amount deposited, then, in the event, the District shall pay to McLennan County the balance due within thirty (30) days after the receipt of the bill from the Contracting Officer detailing actual costs. However, if the amount of the District's obligation is less than the amount deposited, then and in that event, McLennan County shall refund to the District the excess amount paid within thirty (30) days after a final bill detailing the cost of the election has been provided to the District.

XIX

AGREEMENT TO CONDUCT JOINT ELECTION

The District agrees to enter into a Joint Election Agreement with the following entities and hereby agrees to the following:

LIST OF CONTRACTING ENTITIES AND THEIR BALLOT ISSUES:

BELLMEAD - electing three (3) positions - SMD 3 and SMD 4 plus one (1) At-Large position and two (2) propositions;

CRAWFORD - electing three (3) positions;

HEWITT - electing three (3) positions (Ward 1, Place 2; Ward 2, Place 2 and Ward 3, Place 2);

LACY LAKEVIEW - electing three (3) positions;

LORENA - electing three (3) positions;

WACO - electing Mayor and two (2) positions (SMD I and SMD III);

WOODWAY - electing two (2) positions (Ward II, Place 1 and Ward III, Place 1);

CRAWFORD ISD - electing two (2) positions;

LA VEGA ISD - electing two At-Large (2) positions;

LORENA ISD - electing three (3) positions;

MIDWAY ISD - electing two (2) positions (Place 3 and Place 4);

WACO ISD - electing three (3) positions (SMD 1 and SMD 2 plus one (1) At-Large position.

- In all of the Districts' and Cities' voting precincts, which lie within the boundaries of the respective entities, the ballots shall include the selection of elective officers for the respective parties. All entities agree to share Vote Centers, staff and voting equipment and to pay the total cost or a pro-rata cost for Vote Centers inclusive of staff, voting equipment and other expenses needed to conduct the election for both Early Voting and Election Day.
- Appoint the McLennan County Elections Administrator as the Early Voting Clerk for the Joint Election.
- Central Count Workers will be paid an hourly rate of \$10.00 per hour.
- Support the use of high school students to serve as election clerks, as prescribed in Section 32.0511 of the Election Code.
- Post the respective notice of drawing for a place on the ballot.
- Appoint the Elections Administrator as the general custodian of the voted ballots as authorized by the Texas Election Code, Sec. 271.010 and Sec. 66.001. Access to the election records will be available to the District, as well as the public, in accordance with the Texas Public Information Act, Chapter 552 of the Government Code.
- One of the contracting entities will provide one (1) police officer to act as security at the Elections Administration Office on election night, beginning at 6:00 PM, until all Vote Centers have reported (approximately 9:00 PM).
- Prepare and post filing period notice by each respective filing authority. Notice must be posted not later than the 30th day before the first day to file for office, per Section 141.040 of the Texas Election Code.

- **Provide tables and chairs at the shared Vote Centers, if needed.**
- **Contracting Officer shall procure, allocate and distribute all election supplies; employ all election officers and personnel needed to conduct the election; provide training for the election workers on the election laws and on the use of the electronic voting equipment; conduct background checks for all election officials, staff and temporary workers, as prescribed in the Election Code 129.051(g); secure all Vote Centers; operate the Central Count Station; prepare payment to election officers and personnel and billing to the District; provide precinct by precinct election returns to the Secretary of State as required by law; and any and all other duties necessary to conduct an election, as provided in the Election Services Contract.**
- **If a manual count or recount is required to be performed in accordance with Section 127.201 of the Election Code, the District shall be responsible for performing the manual count and/or recount with the Contracting Officer.**
- **The City of Waco agrees to publish the Notice of Election with a list of Vote Centers and the Notice of Public Testing of the Electronic Voting Equipment, prepared by the Contracting Officer, in the Waco Tribune Herald, Tiempo and Anchor News Newspapers, as a legal ad. The District will pay the same percentage established in this contract for their portion of the cost for publishing these notices in the three (3) newspapers. The City of Waco will provide an invoice to all entities.**

In TESTIMONY HEREOF, the contract, is multiple originals all of equal force, has been executed on behalf of the parties hereto as follows, to wit:

a) It has on the 9th day of January 2018 been executed on behalf of McLennan County by the Elections Administrator, pursuant to the Texas Election Code, so authorizing;

b) It has on the _____ day of _____, 2018 been executed on behalf of the District by its President, pursuant to the authority of the District Trustees, so authorizing;

ATTEST:

Waco ISD

By: _____
President, Waco ISD

CONTRACTING OFFICER


Kathy E. Van Wolfe
Elections Administrator, McLennan County

COUNTY ELECTIONS SERVICES CONTRACT
FOR THE MAY 5, 2018
JOINT GENERAL ELECTION

	Estimated
A. STATISTICAL INFORMATION	
1. Actual voter turnout	5,000
2. Number of Election Day polling places	<u>14</u> plus 6 additional Waco sites
3. Number of county designated election precincts	<u>78</u>
4. Vote Centers were used for this election and all entities' ballots were available at any Vote Center; the percentage of costs for this election is based on the number and location of the Vote Centers in the Joint Election.	
5. Number of public buildings used as polling places	<u>12</u>
6. Number of Early Voting sites	<u>4</u>
7. Voting System: <u>Hart Intercivic eSlate Electronic Voting</u>	
B. COST OF GENERAL ELECTION	
1. Printing Costs (inclusive of the following)	<u>\$ 1,800.00</u>
a) Ballot Stock Paper for Ballots by Mail (\$0.06 per ballot for absentee)	
b) Sample Ballots Paper (\$0.06 per sheet for precincts)	
c) Postage (\$0.67 per ballot by mail material plus \$0.46 per BBM application/reject letters)	
d) Ballot by mail (cost of forms \$1.60 each)	
e) Military Voting Kits (\$1.50)	
f) Judges' Letters/Payroll/Ballot Board (\$0.46)	
2. Electronic voting system	
Rental of voting equipment (\$200.00 per machine)	<u>\$ 16,800.00</u>
(56 eSlates/14 JBCs/14 DAUs)	
3. Election kits and other supplies	<u>\$ 560.00</u>
(14 kits x <u>\$40.00</u>), inclusive of selection of contents, order, distribute, build custom kits per Vote Center)	
4. Election Day Polling site rental (churches @ \$30.00 for Election Day and Polling Place Rental)	<u>\$ 200.00</u>
5. Election Preparation Personnel	<u>\$ 3,800.00</u>
(Additional temporary part-time staff)	
6. Publication of Tabulation Equipment Test Notice & Notice of Election	<u>\$ 0.00</u>
(Waco Tribune Herald and per Department of Justice – Tiempo)	
7. Precinct Election Judges and Clerks (\$12.00 per hour for Judges & Alternates; \$10.00 per hour for Clerks)	<u>\$ 10,318.00</u>
(Inclusive of training, \$25.00 per site delivery of supplies after polls close)	

COUNTY ELECTIONS SERVICES CONTRACT
FOR THE MAY 5, 2018
JOINT GENERAL ELECTION

	Estimated
8. Personnel for Central Counting Station	<u>\$ 1,200.00</u>
a) 15 workers at an hourly rate of \$10.00 per hour	
b) Consultant for Internet	
c) Security <u>1</u> person provided by Contracting entity	
d) Ballot Board/Troubleshooters	
9. Miscellaneous Election Day costs	<u>\$ 3,200.00</u>
(Signs, posted Notices, office supplies, translation, shipping, site support)	
10. Additional Personnel Costs	<u>\$ 2,900.00</u>
(Overtime for Election Staff,	
travel to deliver supplies/post office/postings)	
11. Early Voting: 4 locations	
a) # of Kits 4 @ \$40.00 each site	
b) EV Personnel – (3) Branch Sites,	
(1) Main Site	<u>\$ 20,704.00</u>
@ \$12.00 per hour/\$18.00 per hour overtime – Judges & Alternates	
\$10.00 per hour/\$15.00 per hour overtime – Clerks	
\$25.00 Delivery Fee	
c) Rental of EV site (\$500.00 per church)	
d) Electronic Voting Equipment (4 JBCs & 16 eSlates/DAUs)	
12. Air Cards for Electronic Poll Books on Election Day	<u>\$ 1,100.00</u>
13. Truck Rental/Gas for Electronic Machine Delivery/Pickup	<u>\$ 1,100.00</u>
14. Subtotal	<u>\$ 63,682.00</u>
15. County Administrative Fee (10%)	<u>\$ 6,368.20</u>
16. Cost of General Election	<u>\$ 70,050.20</u>

(Entities' share of the costs is included in attached grid.)

COST OF ONE (1) ADDITIONAL ELECTION DAY VOTE CENTERS

Personnel Cost per site	\$ 737.00
Machine Cost per site	\$1,000.00
Kit Cost per site	\$ 40.00
Church Rental	\$ 30.00
Air Card	\$ 61.00
Delivery Fee	<u>\$ 61.00</u>
TOTAL	<u>\$1,929.00</u>

Cost of adding the following Election Day Vote Centers for the City of Waco:

Cesar Chavez Middle School; China Spring ISD Administration Building; Fellowship Bible Church; South Waco Library; University High School and Waco High School is $1,929 \times 6 = \$11,574.00$. Midway ISD will share cost of 1 additional location with the City of Waco and Waco ISD will share cost of 4 additional locations with the City of Waco. City of Waco will pay for total cost of one location. Total Cost of additional sites brings cost of election to \$81,624.20.

**CITY/SCHOOL PERCENTAGES OF ESTIMATED COSTS FOR
May 5, 2018 ELECTION**

CITY/SCHOOL	%	Estimated Cost with 20 locations	50% Deposit with 20 locations	Date Paid
Bellmead	4.15%	\$3,387.40	\$1,693.70	
Crawford	1.65%	\$1,346.80	\$673.40	
Hewitt	1.70%	\$1,387.61	\$693.81	
Lacy Lakeview	1.70%	\$1,387.61	\$693.81	
Lorena	1.65%	\$1,346.80	\$673.40	
Waco	37.45%	\$30,568.27	\$15,284.14	
Woodway	1.70%	\$1,387.61	\$693.81	
Crawford ISD	1.65%	\$1,346.80	\$673.40	
La Vega ISD	7.50%	\$6,121.82	\$3,060.91	
Lorena ISD	1.70%	\$1,387.61	\$693.81	
Midway ISD	9.15%	\$7,468.61	\$3,734.31	
Waco ISD	30.00%	\$24,487.26	\$12,243.63	
	100.00%	\$81,624.20		

Percentage of Cost Based on VOTE CENTERS - May 5, 2018 General Election

VOTE CENTER	PCT.	Bellmead	Crawford	Hewitt	Lacy Lakeview	Lorena	Waco	Woodway	Crawford ISD	La Vega ISD	Lorena ISD	Midway ISD	Waco ISD	
Bellmead Civic Center	87	0.5								0.5				1
Cesar Chavez Middle School	2						0.5						0.5	1
China Spring ISD Administration Bldg.	81						1							1
Crawford High School	80		0.33						0.33			0.34		1
Dewey Community Center	10						0.5						0.5	1
Fellowship Bible Church	63						0.5					0.5		1
First Assembly of God Church	32						0.5						0.5	1
GW Carver Middle School	12						0.33			0.34			0.33	1
Hewitt Public Safety Facility	62			0.34			0.33					0.33		1
HOT Council of Governments	26						0.5						0.5	1
Lacy Lakeview Civic Center	58	0.33			0.34					0.33				1
Lake Shore United Methodist Church	41						0.5						0.5	1
Lorena First Baptist Church	75					0.33					0.34	0.33		1
MCC Conference Center	45						0.5						0.5	1
South Waco Library	22						0.5						0.5	1
University High School	57						0.5						0.5	1
Waco Convention Center	3						0.5						0.5	1
Waco High School	37						0.5						0.5	1
Waco Multi-Purpose Comm. Ctr.	14						0.33			0.33			0.34	1
Woodway City Hall	11							0.34				0.33	0.33	1
		0.83	0.33	0.34	0.34	0.33	7.49	0.34	0.33	1.5	0.34	1.83	16.7	20
% Vote Center Cost		4.15	1.65	1.7	1.7	1.65	37.45	1.7	1.65	7.5	1.7	9.15	30	100

Exhibit A

ELECTION DAY VOTE CENTERS

Bellmead Civic Center
Cesar Chavez Middle School
China Spring ISD Administration Bldg.
Crawford High School
Dewey Community Center
Fellowship Bible Church
First Assembly of God Church
G. W. Carver Middle School
Hewitt Public Safety Facility
Heart of Texas Council of Governments
Lacy Lakeview Civic Center
Lake Shore United Methodist Church
Lorena First Baptist Church
MCC Conference Center
South Waco Library
University High School
Waco Convention Center
Waco High School (Performing Arts Center)
Waco Multi-Purpose Community Center
Woodway City Hall

3900 Parrish Street, Waco
700 S. 15th Street, Waco
12166 Yankee Road, China Spring
200 Pirate Drive, Crawford
925 N. 9th Street, Waco
5200 Speegleville Road., McGregor
6701 Bosque Blvd., Waco
1601 J. J. Flewellen Road, Waco
100 Patriot Court, Hewitt
1514 S. New Road, Waco
505 E. Craven Avenue, Waco
3311 Park Lake Drive, Waco
307 E. Center Street, Lorena
4601 N. 19th Street, Waco
2737 S. 18th Street, Waco
3201 S. New Road, Waco
100 Washington Avenue, Waco
2020 N. 42nd Street, Waco
1020 Elm Street, Waco
922 Estates Drive, Woodway

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: January 18/25, 2018

Contact Person: Sheryl Davis

RE: Discussion and possible action to set a minimum bid price for the real property located at 501 N. 9th St., Waco, Texas, 76701, Lot B26, Block 2, of the Barron Addition, and authorize the administration to list the property and solicit bids for its disposition

=====

Background Information:

On September 25, 2014, the Board of Trustees designated the real property located at 501 N. 9th St., Waco, Texas, 76701, Lot B26, Block 2, of the Barron Addition, as surplus. The identified property was received as a gift from John and Patsy Faulkner in June, 1993. The property is a vacant lot, 43' x 110', approximately 0.109 acres, on the corner of Jefferson and 9th Street, across from the old Waco High School. The property is no longer in proximity to other District properties and, because of size and location, was deemed unsuitable for use by the District.

The District has received an inquiry about the availability of the property and contracted Bruce Cresson, Bridgewood Properties, to provide an updated appraisal. The property was appraised at \$3,300 in 2014 and is currently appraised at \$11,500.

At this time, the District does not have realtor services awarded as we have had for past sales. The commission generated from this sales would not exceed the bid limit of \$50,000 so the administration will contract with Coldwell Bankers, to list, market, and solicit bids for the property. Realtor Brad Davis previously worked with the District in the purchase of property for the schools constructed under the 2008 bond election. He has recommended that we set the minimum bid price at \$16,000.

Fiscal Implications:

Proceeds from the sales of the property will be used to supplement funding for future facilities additions, renovations, and major repairs.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approves a minimum bid price of \$16,000 for the sale of previously designated surplus real property and authorizes the administration to list the property with Coldwell Bankers and solicit bids for its disposition, as presented.

LAND APPRAISAL REPORT

File No.: 12-10085

SALES COMPARISON APPROACH	Summary of Sales Comparison Approach After all adjustments were made, the comparables ranged in value from \$2.39 per square foot to \$2.62 per square foot with an average value of \$2.52 per square foot. Primary emphasis was placed on Comparable #1, as it is most similar in size to the subject property. Significant emphasis was placed on the remaining two comparables. After all adjustments were made, it is estimated that the subject property is worth approximately \$2.45 per square foot. \$2.45 per SF X 4,730 SF = \$11,589. SAY: \$11,500	
TRANSFER HISTORY	My research ☐ did ☒ did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal. Data Source(s): <u>MCAD</u>	
	1st Prior Subject Sale/Transfer	Analysis of sale/transfer history and/or any current agreement of sale/listing: <u>According to the McLennan County Appraisal District, ownership of the subject property has not changed in the past three years. None of the sales comparables sold in the year prior to their respective dates of sale.</u>
	Date:	
	Price:	
	Source(s):	
	2nd Prior Subject Sale/Transfer	
Date:		
Price:		
Source(s):		
PUD	PROJECT INFORMATION FOR PUDs (if applicable) ☐ The Subject is part of a Planned Unit Development.	
	Legal Name of Project:	
	Describe common elements and recreational facilities:	
RECONCILIATION	Indicated Value by: Sales Comparison Approach \$ <u>11,500</u>	
	Final Reconciliation <u>Primary emphasis was placed on the Sales Approach to Value. The Cost Approach to Value was not considered because of the lack of improvements on the subject property. The Income Approach to Value was not considered because the subject is not a typical income-producing property.</u>	
	This appraisal is made ☒ "as is", or ☐ subject to the following conditions:	
	☐ This report is also subject to other Hypothetical Conditions and/or Extraordinary Assumptions as specified in the attached addenda.	
	Based upon an inspection of the subject property, defined Scope of Work, Statement of Assumptions and Limiting Conditions, and Appraiser's Certifications, my (our) Opinion of the Market Value (or other specified value type), as defined herein, of the real property that is the subject of this report is: \$ <u>11,500</u> , as of: <u>December 18, 2017</u> , which is the effective date of this appraisal. If indicated above, this Opinion of Value is subject to Hypothetical Conditions and/or Extraordinary Assumptions included in this report. See attached addenda.	
ATTACH.	A true and complete copy of this report contains <u>15</u> pages, including exhibits which are considered an integral part of the report. This appraisal report may not be properly understood without reference to the information contained in the complete report, which contains the following attached exhibits:	
	☒ Limiting cond./Certifications ☒ Narrative Addendum ☒ Location Map(s) ☒ Flood Addendum ☐ Additional Sales ☒ Photo Addenda ☒ Parcel Map ☐ Hypothetical Conditions ☐ Extraordinary Assumptions ☐ Survey	
SIGNATURES	Client Contact: <u>Kevin Hafer</u> Client Name: <u>Waco I.S.D.</u> E-Mail: <u>Kevin.Hafer@Wacoisd.org</u> Address: <u>501 Franklin Avenue, Waco, TX 76701</u>	
	APPRAISER 	
	SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable) 	
	Supervisory or Co-Appraiser Name: <u>Bruce Cresson II</u>	
	Company: <u>Bridgewood Properties</u>	
	Phone: <u>(254) 751-1202</u> Fax: _____	
	E-Mail: <u>Bruce@BridgewoodProperties.com</u>	
	Date of Report (Signature): <u>12/22/2017</u>	
	License or Certification #: <u>1323594-G</u> State: <u>TX</u>	
	Designation: <u>Certified General Real Estate Appraiser</u>	
Expiration Date of License or Certification: <u>09/30/2018</u>		
Inspection of Subject: ☒ Did Inspect ☐ Did Not Inspect (Desktop)		
Date of Inspection: <u>December 22, 2017</u>		
Appraiser Name: <u>Collin Cresson</u>		
Company: <u>Bridgewood Properties</u>		
Phone: <u>(254) 751-1202</u> Fax: _____		
E-Mail: <u>Collin@BridgewoodProperties.com</u>		
Date of Report (Signature): <u>12/22/2017</u>		
License or Certification #: <u>1341201 Trainee</u> State: <u>TX</u>		
Designation: <u>Trainee</u>		
Expiration Date of License or Certification: <u>08/31/2018</u>		
Inspection of Subject: ☒ Did Inspect ☐ Did Not Inspect (Desktop)		
Date of Inspection: <u>December 18, 2017</u>		

LAND APPRAISAL REPORT

File No.: 12-10085

Dimensions: 43x110	Site Area: 4,730 Sq.Ft.
Zoning Classification: O-3	Description: Office-Limited Commercial District
Do present improvements comply with existing zoning requirements? ☐ Yes ☐ No ☒ No Improvements	
Uses allowed under current zoning: The O-3 office-limited commercial district is intended to permit selected business uses in locations convenient to residential areas, where the character of the business uses are such that they predominantly serve local needs; to encourage the grouping of such local-serving business uses with safe and convenient vehicular and pedestrian access, so that traffic congestion will be alleviated; and to ensure a proper relationship between the business district and adjacent residential uses by maintaining compatibility of scale through height and yard requirements.	
Are CC&Rs applicable? ☐ Yes ☐ No ☒ Unknown Have the documents been reviewed? ☐ Yes ☐ No Ground Rent (if applicable) \$ _____ / _____	
Comments:	
Highest & Best Use as improved: ☐ Present use, or ☒ Other use (explain) See Addendum	
Actual Use as of Effective Date: Vacant Use as appraised in this report: Vacant	
Summary of Highest & Best Use: See Addendum	

Utilities	Public	Other	Provider/Description	Off-site Improvements	Type	Public	Private	Frontage	Typical
Electricity	☒	☐		Street	Residential/Commercial	☒	☐	Topography	Level/Gently Sloping
Gas	☒	☐		Width	2 Lane			Size	Typical of Area
Water	☒	☐		Surface	Concrete			Shape	Rectangular
Sanitary Sewer	☒	☐		Curb/Gutter	Concrete	☒	☐	Drainage	Adequate at time of inspection
Storm Sewer	☐	☐		Sidewalk	Concrete	☒	☐	View	Residential/Commercial
Telephone	☐	☐		Street Lights		☒	☐		
Multimedia	☐	☐		Alley		☒	☐		

Other site elements: ☐ Inside Lot ☒ Corner Lot ☐ Cul de Sac ☐ Underground Utilities ☐ Other (describe)

FEMA Spec'l Flood Hazard Area ☐ Yes ☒ No FEMA Flood Zone X FEMA Map # 48309C0370C FEMA Map Date 9/26/2008

Site Comments: The subject tract appears to be located in Zone X, which consists of areas determined to be outside of the 0.2% flood hazard zone.

SALES COMPARISON APPROACH	FEATURE	SUBJECT PROPERTY	COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3
	Address	501 N 9th St Waco, TX 76701	501 N 10th St Waco, TX 76701	1201 Jefferson Ave Waco, TX 76701	501 N 5th St Waco, TX 76701
	Proximity to Subject		0.07 miles SW	0.26 miles SW	0.30 miles NE
	Sale Price	\$	\$ 17,900	\$ 45,000	\$ 32,900
	Price/ Sq.Ft.	\$	\$ 2.17	\$ 2.13	\$ 2.28
	Data Source(s)		MLS/Deed Record	Seller/Deed Record	MLS/Deed Record
	Verification Source(s)	Inspection	MLS#169515	Instrument#2017018135	MLS#162336
	VALUE ADJUSTMENT	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION
			+ (-) \$ Adjust	+ (-) \$ Adjust	+ (-) \$ Adjust
	Sales or Financing		Cash-DOM95	Cash-DOM Unk.	Cash-DOM269
	Concessions		U/C7/17	Unknown	U/C6/16
	Date of Sale/Time		7/21/2017	6/2/2017	6/9/2016
	Rights Appraised	Fee Simple	Fee Simple	Fee Simple	Fee Simple
	Location	Waco	Waco	Waco	Superior
	Site Area (in Sq.Ft.)	4,730	8,250	21,150	14,417
			+0.22	+0.43	+0.34
	Shape/Topography	Level/GentlySloping	Level/GentlySloping	Level/GentlySloping	Level/GentlySloping
	Amenities	None	None	None	None
	Improvements	None	None	None	None
	Flood Zone	Zone X	Similar	Similar	Inferior
					+0.11
	Net Adjustment (Total, in \$)		☒ + ☐ - \$ 1,815	☒ + ☐ - \$ 9,095	☒ + ☐ - \$ 4,902
	Net Adjustment (Total, in \$ / Sq.Ft.)		Net 10.1 % (\$ 0.22 /Sq.Ft.)	Net 20.2 % (\$ 0.43 /Sq.Ft.)	Net 14.9 % (\$ 0.34 /Sq.Ft.)
	Adjusted Sale Price (in \$ / Sq.Ft.)		Gross 10.1 % \$ 2.39	Gross 20.2 % \$ 2.56	Gross 24.5 % \$ 2.62

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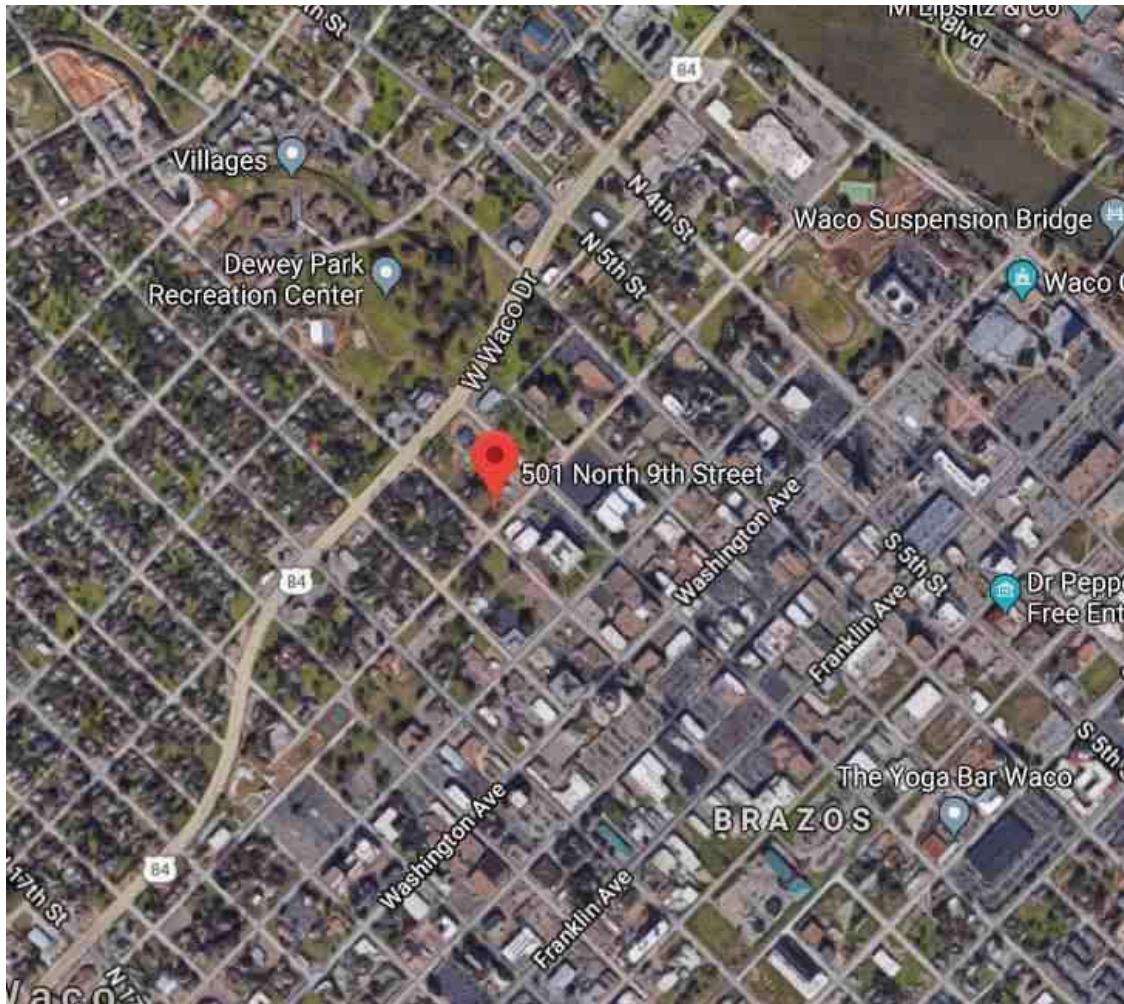
LAND APPRAISAL REPORT

File No.: 12-10085

SUBJECT	Property Address: 501 N 9th St		City: Waco		State: TX		Zip Code: 76701																																																																																						
	County: McLennan		Legal Description: Lot B26, Block 2, of the Barron Addition																																																																																										
	Assessor's Parcel #: 162523		Tax Year: 2017		R.E. Taxes: \$ 268.84		Special Assessments: \$																																																																																						
	Market Area Name: Waco		Map Reference: 47380		Census Tract: 0001.00																																																																																								
	Current Owner of Record: Waco I.S.D.		Borrower (if applicable):																																																																																										
ASSIGNMENT	Project Type (if applicable): ☐ PUD ☐ De Minimis PUD ☐ Other (describe) HOA: \$ ☐ per year ☐ per month																																																																																												
	Are there any existing improvements to the property? ☒ No ☐ Yes If Yes, indicate current occupancy: ☐ Owner ☐ Tenant ☒ Vacant ☐ Not habitable																																																																																												
	If Yes, give a brief description:																																																																																												
MARKET AREA DESCRIPTION	The purpose of this appraisal is to develop an opinion of: ☒ Market Value (as defined), or ☐ other type of value (describe)																																																																																												
	This report reflects the following value (if not Current, see comments): ☒ Current (the Inspection Date is the Effective Date) ☐ Retrospective ☐ Prospective																																																																																												
	Property Rights Appraised: ☒ Fee Simple ☐ Leasehold ☐ Leased Fee ☐ Other (describe)																																																																																												
	Intended Use: The intended use of this appraisal is to determine market value to be used for business decisions.																																																																																												
	Intended User(s) (by name or type): Waco I.S.D.																																																																																												
Client: Waco I.S.D.		Address: 501 Franklin Avenue, Waco, TX 76701																																																																																											
Appraiser: Collin Cresson		Address: 209 Old Hewitt Road, Suite 4, Waco, TX 76712																																																																																											
Characteristics Location: ☒ Urban ☐ Suburban ☐ Rural Built up: ☒ Over 75% ☐ 25-75% ☐ Under 25% Growth rate: ☐ Rapid ☒ Stable ☐ Slow Property values: ☐ Increasing ☒ Stable ☐ Declining Demand/supply: ☐ Shortage ☒ In Balance ☐ Over Supply Marketing time: ☒ Under 3 Mos. ☐ 3-6 Mos. ☐ Over 6 Mos.		Predominant Occupancy ☒ Owner 25 ☒ Tenant 70 ☒ Vacant (0-5%) ☐ Vacant (>5%)		One-Unit Housing <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th>PRICE \$ (000)</th> <th>AGE (yrs)</th> </tr> <tr> <td>15 Low</td> <td>13</td> </tr> <tr> <td>320 High</td> <td>125</td> </tr> <tr> <td>100 Pred</td> <td>80</td> </tr> </table>		PRICE \$ (000)	AGE (yrs)	15 Low	13	320 High	125	100 Pred	80	Present Land Use <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>One-Unit</td> <td>25 %</td> </tr> <tr> <td>2-4 Unit</td> <td>5 %</td> </tr> <tr> <td>Multi-Unit</td> <td>5 %</td> </tr> <tr> <td>Comm'l</td> <td>60 %</td> </tr> <tr> <td>Vacant</td> <td>5 %</td> </tr> <tr> <td></td> <td>%</td> </tr> </table>		One-Unit	25 %	2-4 Unit	5 %	Multi-Unit	5 %	Comm'l	60 %	Vacant	5 %		%	Change in Land Use ☒ Not Likely ☐ Likely * ☐ In Process * * To:																																																																	
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Market Area Comments: The subject neighborhood is bounded by Interstate Highway 35 to the east, N. 17th Street to the south, W. Waco Drive to the west, and the Brazos River to the north. The subject property is located in the central sector of the City of Waco, Texas fronting North 9th Street and Jefferson Avenue. North 9th Street and Jefferson Avenue are considered secondary thoroughfares of the subject neighborhood. Waco Drive and Franklin Avenue, primary thoroughfares of the subject area and the City of Waco, are located within four blocks of the subject. Interstate Highway 35, the highest traffic count thoroughfare of McLennan County, is located approximately fourteen blocks to the east of the subject. The subject property is located in the downtown business district of Waco. The primary shopping and business districts of Waco are located west of the subject. Several residential neighborhoods are located within thirty blocks of the subject. The immediate subject area consists primarily of single and multi-family residences, office buildings, service businesses, churches, retail buildings, and other commercial properties. Overall, this area has shown average marketability in the recent past.																																																																																													

Aerial Map

Borrower					
Property Address	501 N 9th St				
City	Waco	County	McLennan	State	TX Zip Code 76701
Lender/Client					



Interior Photos

Borrower						
Property Address	501 N 9th St					
City	Waco	County	McLennan	State	TX	Zip Code 76701
Lender/Client						



Tract



Tract



Tract



Tract



N. 9th Street



Jefferson Avenue

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: January 18/25, 2018

Contact Person: Candice Marecle, RN, CRRN

RE: School Health Advisory Council (SHAC)

=====

Background Information:

Policy BDF (Legal) states The Board shall appoint at least five members to the SHAC. A majority of the members must be parents of students enrolled in the District and must not be employed by the District. One of those members shall serve as chair or co-chair of the SHAC.

The Board may also appoint one or more public school teachers, public school administrators, District students, health-care professionals, members of the business community, law enforcement representatives, senior citizens, clergy, representatives of nonprofit health organizations, representatives of local domestic violence programs, or representatives of another group.

Education Code 28.004(d)

The first SHAC meeting was held on October 25, 2017 and the second on January 8, 2018. The names of potential committee members who have agreed to serve on the SHAC are:

Parents/Grandparents: Lee Allen
Holly Dyer, co-chair
Maria Hernandez
Melissa Talley
Feronica Pablo- also WISD employee
Meredith Williams

District Members: Linda King, Child Nutrition Services, Waco ISD
Tiffany Sommerfeld, Director of Counseling, Waco ISD
Candice Marecle, Health Coordinator Waco ISD, co-chair
Donna Morgan, Secondary ELAR/PE Coordinator Waco ISD

Fiscal Implications:

There is no impact on the current budget.

Administrative Recommendation(s):

Administration recommends the Board of Trustees appointment of the SHAC members as presented. Also please see the attached School Health Advisory Council Report.

Waco Independent School District
Board of Trustees Meeting Agenda Item

Date: January 18/25, 2018

Contact Person: Dr. Scott McClanahan

RE: Discussion and possible action to approve the 2018-2019 Instructional Calendar

=====

Background Information:

Ten drafts were presented to the QDAC for consideration in October. In November, the QDAC members voted and narrowed the choices to 3. These three options were then shared with district employees and parents. Voting was conducted through a survey using the Eduphoria system, in stakeholders were asked to vote on their preferred option from the three calendars. Voting opened on November 16 and closed on December 3, 2017 at 5:00 pm. Final voting totals are included below.

Calendar Option	Faculty/Staff Votes	Parent Votes (ENG)	Parent Votes (ESP)	Totals
Option A	164	186	1	351
Option B	71	142	0	213
Option C	210	197	2	409

Total Votes 973

The final calendar was returned for approval to QDAC with all teacher workdays and bad weather make-up days noted.

Fiscal Implications:

Fiscal requirements of this plan are included in the 2018-2019 budget.

Administration Recommendations:

The Administration recommends that the Board of Trustees approve Option C 2018-2019 calendar receiving the majority of votes.

Waco ISD 2018-2019 Instructional Calendar

Option C (Revised 12/4/17)

JULY						
S	M	T	W	Th	F	S
						30
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Key	
	Student Holiday/Staff Inservice or Workday
	Student and Staff Holiday
	Beginning of 6-week
	End of 6-week
	Early Student Release/Staff Inservice
	Bad Weather Day

AUGUST						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

Holidays	
<ul style="list-style-type: none"> July 4, 2018 Independence Day September 3, 2018 Labor Day November 19-23, 2018 Thanksgiving Break Dec 24, 2018 - Jan 4, 2019 Winter Break January 21, 2019 Martin Luther King Day March 11-15, 2019 Spring Break April 19, 2019 Good Friday May 27, 2019 Memorial Day 	

SEPTEMBER						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MARCH						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Six Week Instructional Days		
28 days	8/21/2018	9/28/2018
29 days	10/1/2018	11/9/2018
25 days	11/12/2018	12/21/2018
1st Semester	82	
27 days	1/8/2019	2/15/2019
29 days	2/18/2019	4/5/2019
36 days	4/8/2019	5/30/2019
2nd Semester	92	
Total	174	

OCTOBER						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Early Release Days	
<ul style="list-style-type: none"> Friday, December 21, 2018 Thursday, May 30, 2019 	

NOVEMBER						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Legend	
	Campus Planning Days
	Teacher Classroom Work Day

DECEMBER						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Bad Weather Make-up Days	
<ul style="list-style-type: none"> Monday, April 22, 2019 Monday, June 3, 2019** 	

**Only needed if a second bad weather day occurs
If 2nd bad weather day needed, last day for students would be 5/31/19 and last day for staff would be 6/3/19



Waco Independent School District

Board of Trustees Meeting Agenda Item

Date: January 18/25, 2018

Contact Person: Dr. Scott McClanahan

RE: Discussion and possible action to approve the revision of EIC (Local)

Background Information:

Currently, the EIC (Local) policy requires revision to ensure equity when running class rankings. In its current form, the policy does not allow for all grades from the spring semester of senior year to be calculated into the final GPA, which determined class honors and stage seating for graduation.

After meeting with the counselors and high school principals, a senior exam schedule was established that will allow counselors to certify all graduates, verify endorsement completion, and ensure that all grades are calculated into the final grade point average in time to notify the students impacted.

The second semester exam and certification schedule is as follows:

Monday, May 14 Spring DC Grades Received SENIOR EXAMS	Tuesday, May 15 SENIOR EXAMS	Wednesday, May 16 SENIOR EXAMS	Thursday, May 17 SENIOR EXAMS	Friday, May 18 SENIOR EXAMS All Senior Grades Due by 5pm
Monday, May 21 Underclassman Exam Review SENIOR GRADES DUE BY 10am <i>Senior Activity (if scheduled)</i>	Tuesday, May 22 Underclassman Exam Review SENIOR GRADE VERIFICATIONS/ CORRECTIONS <i>Senior Activity (if scheduled)</i>	Wednesday, May 23 Underclassman Exam Review Senior Certification Conferences <i>Senior Activity (if scheduled)</i>	Thursday, May 24 Underclassman Exam Review Senior Certification Conferences finish. Graduates Certified – Val and Sal Notified, Top 10% Determined for seating and program. Senior class ranks are run. Program ready to finalize. <i>Senior Activity (if scheduled)</i>	Friday, May 25 Underclassman Exams Period 1 8:30-8:40 Check-in/Attendance 8:45-10:30 Exam Lunch – 10:30-12:00 Period 2 12:00-12:10 Check-in/Attendance 12:15-2:00 Exam Early Release for HS at 2:00pm
Monday, May 28 Memorial Day - No School	Tuesday, May 29 Underclassman Exams Period 3 8:30-8:40 Check-in/Attendance 8:45-10:30 Exam Lunch – 10:30-12:00 Period 4 12:00-12:10 Check-in/Attendance 12:15-2:00 Exam Early Release for HS at 2:00pm <i>Senior Activity (if scheduled)</i>	Wednesday, May 30 Underclassman Exams Period 5 8:30-8:40 Check-in/Attendance 8:45-10:30 Exam Lunch – 10:30-12:00 Period 6 12:00-12:10 Check-in/Attendance 12:15-2:00 Exam Early Release for HS at 2:00pm <i>Senior Activity (if scheduled)</i>	Thursday, May 31 Underclassman Exams Period 7 8:30-8:40 Check-in/Attendance 8:45-10:30 Exam Lunch – 10:30-12:00 Period 8 12:00-12:10 Check-in/Attendance 12:15-2:00 Exam Early Release for HS at 2:00pm Senior Mandatory Graduation Practice	Friday, June 1 Underclassman Grades Due. Student Holiday/Staff Work Day

Other changes to the policy with explanations are noted.

Fiscal Implications:

None

Administration Recommendation(s):

That the Board of Trustees approve the local district revision to EIC (Local).

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

CONSISTENT
APPLICATION FOR
GRADUATING CLASS

The District shall apply the same class rank calculation method and rules for local graduation honors for all students in a graduating class, regardless of the school year in which a student first earned high school credit.

CALCULATION

The District shall include in the calculation of class rank semester grades earned in high school credit courses taken in grades 9–12 only, unless excluded below.

The calculation shall include failing grades.

EXCLUSIONS

The calculation of class rank shall exclude any course for which a pass/fail grade is assigned and any grades earned through credit by examination, with or without prior instruction.

In addition, a student shall be permitted to exclude from the calculation of his or her class rank any eligible course that is not required for completion of his or her personal graduation plan.

~~The District shall publish a list of courses that are eligible for exclusion from class rank calculations by a student.~~

WEIGHTED GRADE
SYSTEM

The District shall categorize and weight eligible courses as Tier 3, Tier 2, and Tier 1 in accordance with provisions of this policy and as designated in appropriate District publications.

CATEGORIES

TIER 3

Eligible Advanced Placement (AP) courses, dual credit courses, and courses locally designated as advanced shall be categorized and weighted as Tier 3 courses.

TIER 2

Eligible Pre-AP courses and other courses locally designated as college readiness courses shall be categorized and weighted as Tier 2 courses.

TIER 1

All other eligible courses, including specifically designated local credit courses, shall be categorized and weighted as Tier 1 courses.

WEIGHTED
NUMERICAL
GRADE
AVERAGE

The District shall assign weights to semester grades earned in eligible courses and calculate a weighted numerical grade average, in accordance with the following:

Category	Weight
Tier 3	multiplied by 1.15
Tier 2	multiplied by 1.10
Tier 1	multiplied by 1.00

~~All failing grades shall be multiplied by 1.00.~~

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Commented [U1]: We should take this statement out because a student can choose any course that is not a part of the graduation plan, and with publishing the actual course catalog, this would encompass that list.

Commented [NM2]: The inclusion of this statement discourages students from attempting higher rigor courses; if they do not do well, they not only fail but also lose the weighting for attempting the more difficult course.

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

	<p>The District shall record unweighted numerical grades on student transcripts.</p>
TRANSFERRED GRADES	<p>When a student transfers semester grades for courses that would be eligible under the Tier 1 category and the District has accepted the credit, the District shall include the grades in the calculation of class rank.</p> <p>When a student transfers semester grades for courses that would be eligible to receive additional weight under the District's weighted grade system, the District shall assign additional weight to the grades based on the categories and grade weight system used by the District only if a similar or an equivalent course is offered to the same class of students in the District.</p>
LOCAL GRADUATION HONORS	<p>For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank in accordance with this policy and administrative regulations by using grades available at the time of calculation at the end of the fifth sixth six-week grading period of the senior year. <u>after senior exams have been completed and spring dual credit grades have been entered.</u></p> <p>For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]</p>
VALEDICTORIAN AND SALUTATORIAN	<p>The valedictorian and salutatorian shall be the eligible students with the highest and second highest rank, respectively. To be eligible for this local graduation honor, a student must:</p> <ol style="list-style-type: none">1. Have been continuously enrolled in the same District high school for the four semesters immediately preceding graduation; and2. Have completed the Recommended Program, the Advanced/Distinguished Achievement Program, or the foundation program with at least one endorsement.
BREAKING TIES	<p>In case of a tie in weighted numerical grade averages after calculation to the ten-thousandths place, the District shall count the number of Tier 3 courses taken by each student involved in the tie in order to determine recognition as valedictorian or salutatorian:</p>
HIGHEST-RANKING GRADUATE	<p>The student meeting the local eligibility criteria for recognition as the valedictorian shall also be considered the highest-ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas.</p>

Commented [NSM3]: Moves ranking from the end of the fifth six weeks to the end of the sixth six weeks.

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Commented [NSM4]: No longer exist under HB5 graduation requirements.

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: January 18/25, 2018 **Contact Person:** Sheryl Davis

RE: Discussion of the 2016-2017 external audit results and possible action to approve the Annual Financial Report for the fiscal year ended August 31, 2017

=====

Background Information:

Section 44.008 of the Texas Education Code requires that the board of trustees of a school district shall have its school district fiscal accounts audited annually at district expense by a certified or public accountant. The audit must be completed following the close of each fiscal year and is due not later than the 150th day (January 28th) after the close of the fiscal year.

The annual financial report for fiscal year ended August 31, 2017, has been completed and a representative from the District's audit firm of Hereford, Lynch, Sellars, and Kirkham P.C. will provide a summary of the results and findings from the audit.

A draft copy of the annual financial report will be furnished, as a separate posting, for the workshop on the 18th. The final document will be posted, as well as a copy of the required auditor disclosure letter, for the regular meeting.

Fiscal Implications:

None

Administrative Recommendations:

The administration recommends that the Board of Trustees review and approve the annual financial and compliance report for the year ended August 31, 2017, as presented.