

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 October 19, 2017, 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 Section
 - 1. Discussion on duties and responsibilities of the Superintendent
- IV. AUDIENCE FOR GUESTS
- V. DISCUSSION AND UPDATE
 - A. Presentation and discussion of Internal Audit Department 2016-2017 annual report 3
 - B. Discussion and presentation on Lone Star Governance Continuous Improvement 15
 - 1. Career and Technical Education (CTE) Goal Progress Measure 3.3 16
 - 2. Discussion and update on English Learners Program 19
 - 3. Updated Time Tracker Information 29
 - C. Reports and discussions on Board Member Committees 31
 - D. Presentation and discussion of monthly and quarterly financial reports for the period ending August 31, 2017 33
 - E. Monthly financial reports for the period ending September 30, 2017 53
- VI. DISCUSSION AND POSSIBLE ACTION ON OCTOBER 26, 2017
 - A. Discussion and possible action to approve minutes
 - 1. September 21, 2017, Special Meeting Minutes 63
 - B. Discussion and possible action to approve amendments to the 2017-2018 budget 66
 - C. Discussion and possible action to approve the bid award for network operations center renovations 71

D. Discussion and possible action to approve the renewal of the bid for theater and fine arts supplies, equipment, repairs and services	77
E. Discussion and possible action to approve a Memorandum of Understanding between the City of Waco Police and the Waco ISD Police Departments for the coordination of services	80
F. Discussion and possible action to approve list of qualified brokers authorized to engage in Investment transactions with the District and local banks for the purchase of certificates of deposit	84
G. Discussion and possible action to approve independent Sources of investment Officer Training	86
H. Discussion and possible action to approve investment policy and strategies as codified under policy CDA (Local) - Other Revenues: Investments	87
I. Discussion and possible action on Improvement Plans	
1. District Improvement Plan	92
2. Campus Improvement Plans	93
J. Discussion and possible action to approve additional teacher appraisers to the 2017-2018 Texas Teacher Evaluation and Support System (T-TESS) appraiser list	94
K. Discussion and possible action to approve an interlocal cooperation agreement between McLennan County, Waco ISD, and the City of Waco pursuant to Chapter 791 of the Texas Government Code and to provide for and support that certain voter-approved Venue Project for land in and near the Heart of Texas Fair complex	96

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: October 19, 2017

Contact Person: Elizabeth Cardwell

**RE: Presentation and discussion of Internal Audit Department 2016-2017
Annual Report**

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Background Information:

The internal audit department was re-established in May of 2017 after being vacant since 2013. The internal audit department provides an independent, objective assurance and consulting activity designed to add value and improve the operations of the Waco Independent School District. It assists the Board of Trustees and district management in accomplishing their objectives by bringing a systematic and disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

The internal audit function is established by the Board of Trustees and its responsibilities are defined by the Audit Committee of the Board. The Internal Auditor reports functionally to the Audit Committee of the Board and administratively to the Superintendent.

Fiscal Implications:

None

Administration Recommendations:

Report Only



Internal Audit Department 2016-2017

- Annual Audit Schedule
- Three Year Audit Plan
- Two Warehouse Inventory Observations
- Six Campus Audits
- Two Departmental Audits
- Four Audits Outside of Audit Schedule

Waco Independent School District

Internal Audit Charter

Mission

The mission of the internal audit function is to provide the Board of Trustees with independent analyses, appraisals and recommendations concerning the adequacy and effectiveness of the District's systems of internal control, accuracy of financial records and efficiency of operations.

Purpose of this Charter

The purpose of this charter is to provide a general understanding of the role and responsibilities of the Internal Auditor within Waco ISD.

Services Provided

The objective of internal audit is to assist members of the District in the effective discharge of their responsibilities. To this end, internal audit furnishes them with analyses, recommendations and information concerning the activities reviewed. The audit objective includes promoting effective control at reasonable cost.

The scope of internal audit encompasses the examination and evaluation of the adequacy and effectiveness of the District's system of internal control and the quality of performance in carrying out assigned responsibilities and achieving established objectives. The scope of internal auditing includes:

1. Evaluating the reliability and integrity of financial, operating and performance information and the means used to identify, measure, classify, and report such information.
2. Analyzing the systems established to ensure compliance with those policies, plans, procedures, laws and regulations that could have a significant impact on operations and reports and determining whether the District is in compliance.
3. Reviewing the means of safeguarding assets and, as appropriate, confirming the existence of such assets.
4. Appraising the economy and efficiency with which resources are employed.
5. Assessing operations and programs to ascertain whether results are consistent with established objectives and goals.

Independence

The internal audit activity must be independent and objective. Independence permits the auditor to render the impartial and unbiased judgments essential to the proper conduct of audits. Independence is achieved through organizational status and the auditor's mental

attitude in performing assigned audits. In order to retain the highest degree of independence and objectivity, the internal auditor shall have direct and unrestricted access to the Audit Committee of the Board of Trustees.

The internal audit activity must be free from interference in determining the scope of internal audit, performing work, and communicating results. (International Standards for the Professional Practice of Internal Auditing 1110.A1).

The internal auditor should be independent of the activities audited. The internal auditor should be free of all operational and management responsibilities that would impair the internal auditor's ability to review independently all aspects of the school district's operations.

The internal audit function is established by the Board of Trustees and its responsibilities are defined by the Audit Committee of the Board. The internal auditor will report functionally to the Audit Committee of the Board and administratively to the Superintendent. Consequently, goals for the Internal Auditor shall be set by the Audit Committee.

Per the Institute of Internal Auditors, "Examples of functional reporting to the board involve the board:

- Approving the internal audit charter;
- Approving the risk based internal audit plan;
- Receiving communications from the chief audit executive on the internal audit activity's performance relative to its plan and other matters;
- Approving decisions regarding the appointment and removal of the chief audit executive
- Approving the remuneration of the chief audit executive; and
- Making appropriate inquiries of management and the chief audit executive to determine whether there are inappropriate scope or resource limitations."

Authority

The internal audit department is authorized to:

- Have unrestricted access to all functions, records (manual or electronic), physical properties and personnel of WISD, relevant to any function under review,
- Have full and free access to the Audit Committee of the Board,
- Allocate resources, set frequencies, select subjects, determine scopes of work, and apply the techniques required to accomplish objectives listed in Services Provided, and
- Obtain the necessary assistance of personnel in WISD

The internal auditor is not authorized to:

- Perform operational duties for the district outside the Internal Audit Department,
- Initiate or approve accounting transactions external to the Internal Audit Department,
- Have direct responsibility or any authority over any of the activities or operations that they examine, and
- Develop and install policies and procedures, prepare records, perform managerial or operational responsibilities, or engage in activities that would normally fall under the scope of their procedures.

Professional Proficiency and Due Professional Care

Internal audit activities should be performed with proficiency and due professional care. The internal auditor is responsible for continuing her education in order to maintain proficiency and technical competence. The internal auditor should be kept informed of improvements and current developments in internal auditing standards, procedures and techniques and should be provided continuing education through membership and participation in professional societies and peer groups; attendance at conferences and seminars; and participation in self-study programs.

The internal auditor should use reasonable audit skill and judgment and exercise due professional care in performing assurance and consulting services. The internal auditor is required to conduct examinations and verifications of the activity under audit to a reasonable extent but is not required to perform detail audits of all transactions. Accordingly, the internal auditor cannot give absolute assurance that noncompliance or irregularities do not exist. Nevertheless, the possibility of material irregularities or noncompliance should be considered whenever the internal auditor undertakes an audit assignment.

Management Responsibility

It is the responsibility of the department manager or campus administrator to make available to the auditor all financial records, documentation, and access to key individuals that are related to the audit being conducted. The auditor cannot be expected to be completely knowledgeable about all activities, systems, procedures and programs within the organization. The auditor cannot perform the auditor's duties effectively and within a limited time without full cooperation from the department or area under review.

Audit Schedule

The audit schedule will be submitted to the Audit Committee for review and approval annually. The schedule will list all departments, programs, and activities subject to review within the next audit year. The schedule will be established based on a documented risk assessment, undertaken at least annually. The input of senior management will be considered in the risk assessment process. Changes to the schedule or the assignment of special projects shall be made only with the written approval of the Audit Committee.

Charter Revisions

This charter is intended to serve as guidance to the internal auditor in accomplishing responsibilities. The internal auditor will assess, on an annual basis, whether the purpose, authority, and responsibilities, as defined in this charter, continue to be adequate in enabling the Internal Audit Department to accomplish its objectives and to be applicable as the auditing profession and the structure and operations of WISD changes. This Charter has been reviewed and is approved by the Audit Committee:

Mr. Pat Atkins, President of the Board

Date

Mr. Allen Sykes, Vice President of the Board

Date

Mr. Norman Manning, Secretary of the Board

Date

Mrs. Elizabeth Cardwell, Internal Auditor

Date

Signatures on File

Risk Assessment and Audit Plan



Risk Assessment and Audit Plan

International Standards for the Professional Practice of Internal Auditing 2010.A1 – The internal audit activity's plan of engagements must be based on a documented risk assessment, undertaken at least annually. The input of senior management and the board must be considered in this process.

Risk Assessment and Audit Plan



Risk Assessment Process

- Reviewed risk assessments and audit plans of other school districts in Texas
- Reviewed Organizational Charts
- Reviewed the Annual Budget
- Reviewed the TEA, TASBO, and IIA websites
- Continuing Education – Risk Assessment
- Interviews and questionnaires to key administrators (Assistant Superintendents, CFO, Department Heads, and Campus Principals)

Risk Assessment and Audit Plan



Risk Assessment Process

54

Auditable
Areas

Risk Assessment and Audit Plan



Risk Assessment Process

- Rate the areas based on 10 risk factors for departments and 7 risk factors for campuses
- Sum the ratings utilizing a weighted average to determine the risk score
- Rank the areas based on risk score (high to low)
- Categorize them as high medium or low

Risk Assessment Process

10 Risk Factors – Departments:

- F1 – Internal Control (15%)
- F2 – Financial Impact (15%)
- F3 – Regulatory Impact (10%)
- F4 – Changes in Management or Employee Turnover (10%)
- F5 – Competency of Staff and Management (10%)

Risk Assessment Process

10 Risk Factors – Departments (cont.):

- F6 – Opportunity for Fraud (10%)
- F7 – Last Audit (10%)
- F8 – Upper Management Risk Rating (10%)
- F9 – Customer Impact (5%)
- F10 – Audit Results (5%)

Risk Assessment Process

7 Risk Factors – Campuses:

- F1 – Activity Funds (20%)
- F2 – Internal Control (20%)
- F3 – Time Since Last Audit (15%)
- F4 – Competency of Staff and Management (15%)
- F5 – Financial Impact (10%)
- F6 – Upper Management Risk Ratings (10%)
- F7 – PEIMS Staff Competency (10%)

Risk Assessment and Audit Plan



Internal Audit Plan

Areas selected for the proposed internal audit plan for the 2017-2018 year

- 13 Campus Audits
- 7 Departmental Audits
- 5 Additional Audits

Risk Assessment and Audit Plan



Risk Assessment and Audit Plan



QUESTIONS?

Waco Independent School District
Board of Trustees Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: Dr. A. Marcus Nelson

RE: Discussion and presentation on Lone Star Governance Continuous Improvement

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Background Information:

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

1. Discuss the monitoring report for goal progress measure 3.3; Advanced CTE practicum completion.
2. English Language Learners (ELL) and Bilingual program update
3. Receive updated time tracker information.

Fiscal Implications:

None

Administration Recommendations:

Report only.

Goal Progress Measure Report

Date Presented to Board: October 19, 2017

Board Goal Three: Increase the percentage of graduates displaying career readiness by completing a WISD Workforce Preparation Program from 65% to 80% by 2020

Progress Measure Three: Increase the cumulative percentage of students completing an advanced CTE practicum course from 62% in 2015-2016 to 80% by 2020.

Annual Checkpoint: Increase the cumulative percentage of students completing an advanced CTE practicum course to 70% by 2017.

Superintendent's evaluation of goal progress measure achievement:

- ☐ Does Not Meet Goal
- ☐ Approaching Goal Attainment
- ☐ Met Goal
- ☒ Mastery of Goal

Explanation/Elaboration for Outcome:

86.2% 2017 graduates of WHS, UHS and Brazos are aligned to complete a Business, STEM or Human Services Endorsement. The completion of these endorsements is the indicator with reflects career readiness.

To complete one of the CTE related endorsements, a student must complete 4 credit in a coherent sequence of CTE course. A capstone class must be included in the set of courses for the endorsement.

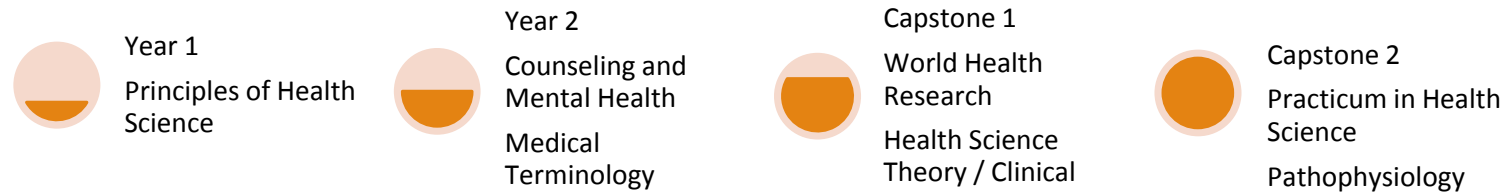
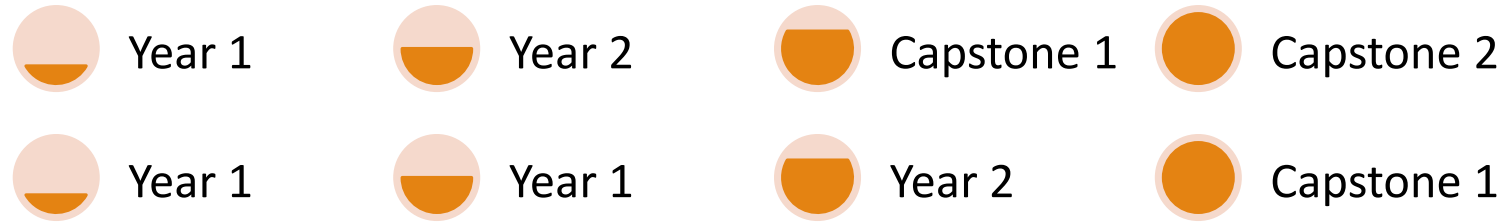
Non CTE related endorsements include Arts & Humanities and Multidisciplinary endorsements.

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Brazos High School – 16.6 %

Waco High School – 88.5 %

University High School – 95 %



Student 1 begins 9th grade → 12th - Capstone 1 and 2 completer

Student 1 begins 10th grade → 12th - Capstone 1 completer

WISD CTE Academy Structure

Revisiting CTE progress measures

1. Increase number of CTE workforce certifications offered.
2. Increase the number of students earning certifications rather than the % passing.

Waco Independent School District

Board of Trustee Workshop Agenda Item

Date: October 19, 2017

Contact Person: Mrs. Grace Benson

RE: Discussion and Update on English Learners Program

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Background Information:

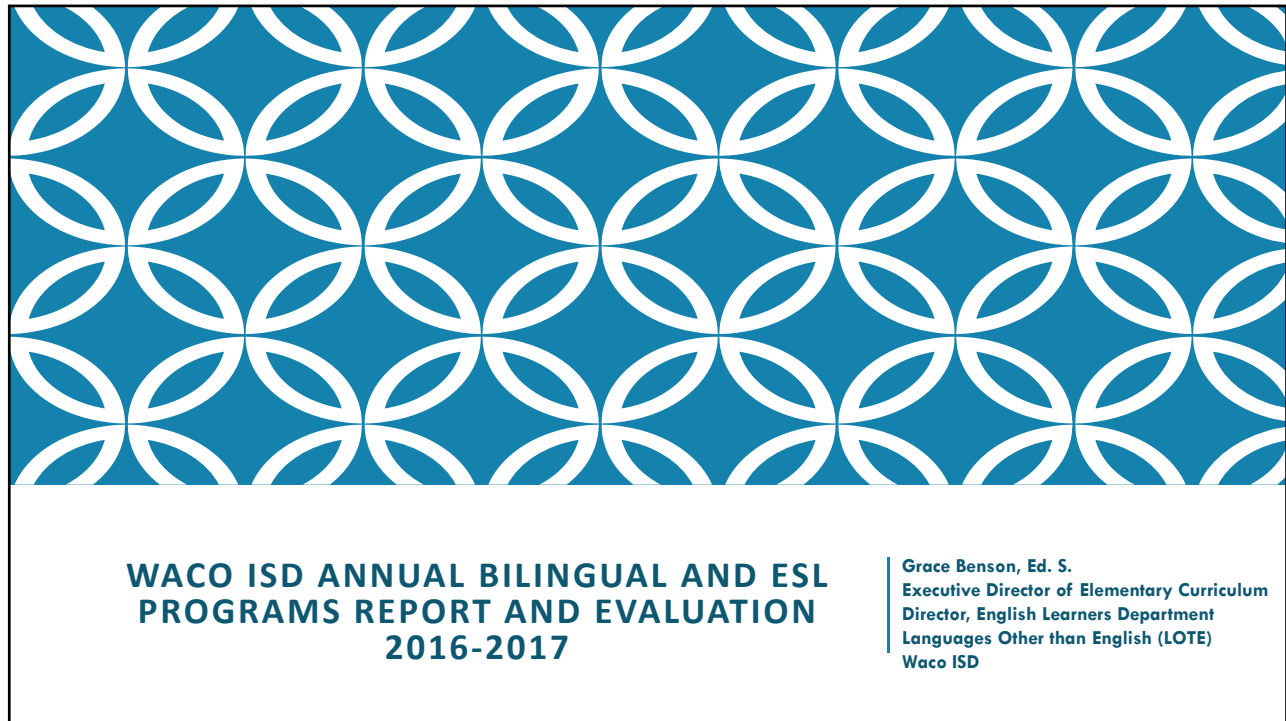
Texas Administrative Code §89.1265 Evaluation (b), annual reports of educational performance shall reflect the academic progress in either language of the English language learners, the extent to which they are becoming proficient in English, the number of students who have been exited from the bilingual education and English as a second language programs, and the number of teachers and aides trained and the frequency, scope, and results of the training. These reports shall be retained at the district level.

The purpose of this report is to provide the Board of Trustees with the annual report of the Bilingual and ESL program within the District for 2016-2017. Demographic, assessment, and training data are provided. Results of the State of Texas Assessments of Academic Readiness (STAAR) are provided and numbers indicate the percentage of Limited English Proficient (LEP) students who met Approaches Grade Level criteria on the STAAR test. Results of the Texas English Language Proficiency Assessment System (TELPAS), which was developed by the Texas Education Agency to address a “No Child Left Behind” requirement, are reported by grade level. To meet this requirement, each LEP student’s English language proficiency must be assessed in four areas: 1) listening, 2) speaking, 3) reading, and 4) writing. These four areas are assessed through the teacher rating and online testing system. Teachers in grades Kindergarten and first grade rate in all four domains, while teachers in grades 2-12 rate listening, speaking, and writing only. Reading is tested online for students in grades 2-12. Results from these ratings and online assessments are used to determine one of the four overall ratings related to each student’s ability to effectively use the English language. The overall language abilities of each proficiency level are as follows:

- ***Beginning students*** have little or no ability to understand/use English. They may know a little English but not enough to function or survive in “real-world” or “authentic” social or academic settings.
- ***Intermediate students*** do have some ability to understand and use English. They can function in real-world social and academic settings as long as tasks require them to understand and use simple language structures and high-frequency vocabulary within routine contexts.
- ***Advanced students*** have the ability to engage in grade-appropriate instruction in English, although ongoing support is needed to help them understand and use grade-appropriate language. These students function beyond the level of simple, routinely used English.
- ***Advanced high students*** have attained the command of English that enables them, with minimal support, to engage in regular, all-English classes at their grade level
(Texas Education Agency TELPAS Training Manual)

Administrative Recommendation(s):

This report is for information only. No action is necessary.



DEMOGRAPHICS

Program Specification	Number of Students 2012-2013	Number of Students 2013-2014	Number of Students 2014-2015	Number of Students 2015-2016	Number of Students 2016-2017
Total LEP Students Served	2,632	2,715	2,782	2,769	2,749
Bilingual	971	842	798	742	719
ESL	1,661	1873	1984	2,027	2,030
LEP Denials	63	55	48	44	47

NUMBER OF BILINGUAL STUDENTS BY GRADE LEVEL

Pre-K	K	1	2	3	4	5	Total
187	176	143	74	69	52	18	719

Bilingual Program Staffing:

During the 2016-2017 school-year, Waco ISD's Bilingual Program had 44 Bilingual teachers.

NUMBER OF ESL STUDENTS BY GRADE LEVEL

PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
57	101	177	191	212	219	202	159	130	152	164	115	89	62	2,030

ESL/Content-Based and Pull-out Programs Staffing:

During the 2016-2017 School Year, approximately 242 teachers in Waco ISD held English as a Second Language (ESL) Certification.

Professional Development for ESL and Bilingual Teachers:

ESL and Bilingual teachers participated in 54 professional development opportunities provided by the English Learners Department during the 2016-2017 school-year.

MONITORED AND EXITED STUDENTS

Monitored (M1 & M2) & Exited Students	Number of Students 2012-2013	Number of Students 2013-2014	Number of Students 2014-2015	Number of Students 2015-2016	Number of Students 2016-2017
Monitored Year 1	161	245	216	249	179
Monitored Year 2	237	133	254	195	221

Number of Exited Students in 2016-2017

165

TEXAS ENGLISH LANGUAGE PROFICIENCY ASSESSMENT (TELPAS)

TELPAS assesses the English language proficiency of K-12 English Language Learners (ELLs) in four language domains:

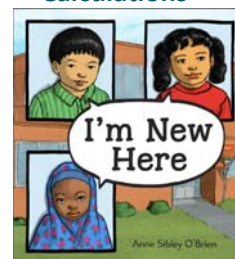
- Listening
- Speaking
- Reading
- Writing

English language proficiency assessments in grades K-12 are federally required to evaluate the progress that ELLs make in becoming proficient in the use of academic English.

Adapted from Educator Guide to TELPAS Grades K-12

TELPAS Domain Weights for Composite Score Calculations

- Reading: 50%
- Writing: 30%
- Listening: 10%
- Speaking: 10%



Adapted from Texas English Language Proficiency Assessment System (TELPAS) Reading Standards Review and Composite Score Changes

TELPAS COMPOSITE SCORE AND RATING

TELPAS Composite Score

The **TELPAS Composite Score** denotes the student's overall level of English Proficiency. The following four areas are assessed:

- Reading
- Writing
- Listening
- Speaking

A student can obtain a *Composite Rating* ranging from 1-4 in each of the four assessed areas. The *TELPAS Composite Score* is obtained by averaging the student's performance in the four assessed areas.

TELPAS Composite Ratings

Beginner Level	Intermediate Level	Advanced Level	Advanced High Level
1	2	3	4

TELPAS Comprehension Score

The **TELPAS Comprehension Score** ranges from 1-4 and is an average of the Listening and Reading ratings.



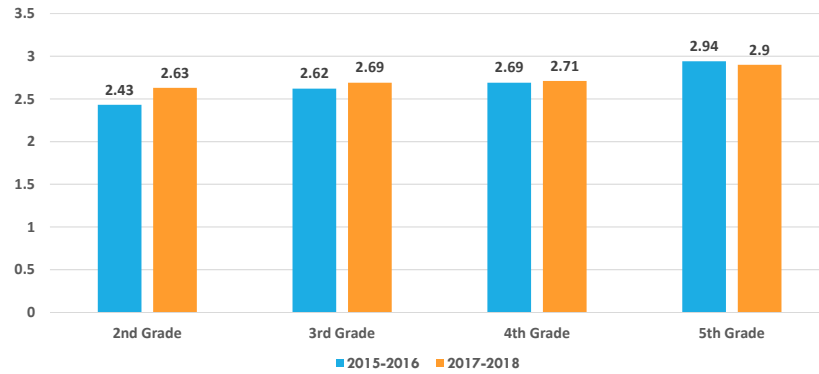
Mrs. Sims, School Principal, and some of the talented teachers from Provident Heights hard at work during the Comprehension and Questioning Strategies Workshop.

TELPAS ASSESSMENT RESULTS 2016-2017



Mexican Ambassador to the United States, Mr. Gerónimo Gutierrez, Mrs. Benson, Executive Director of Elementary Curriculum, and faculty from Baylor's School of Education

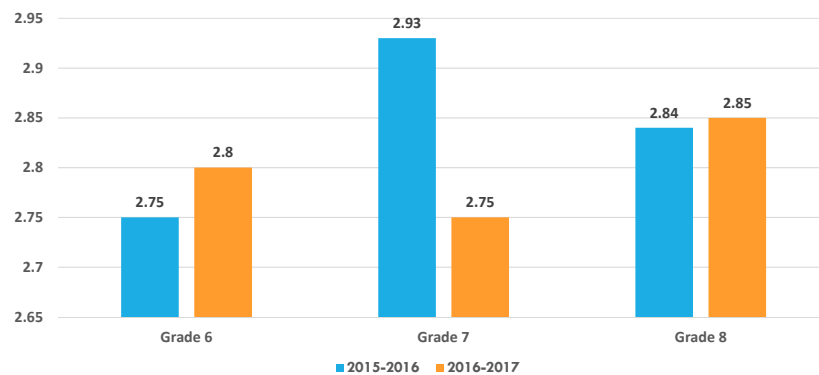
TELPAS Composite Score Results (Elementary School Level) 2016-2017



Beginner Level	Intermediate Level	Advanced Level	Advanced High Level
1	2	3	4

Number of LEP Students Tested Each Year		
	2015-2016	2016-2017
2nd Grade	268	256
3rd Grade	235	270
4th Grade	205	226
5th Grade	162	203

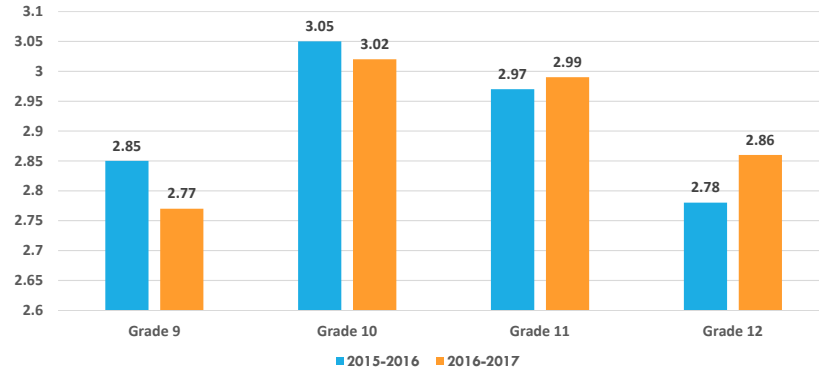
TELPAS Composite Score Results (Middle School Level) 2016-2017



Beginner Level	Intermediate Level	Advanced Level	Advanced High Level
1	2	3	4

Number of LEP Students Tested Each Year		
	2015-2016	2016-2017
6th Grade	138	157
7th Grade	144	137
8th Grade	122	150

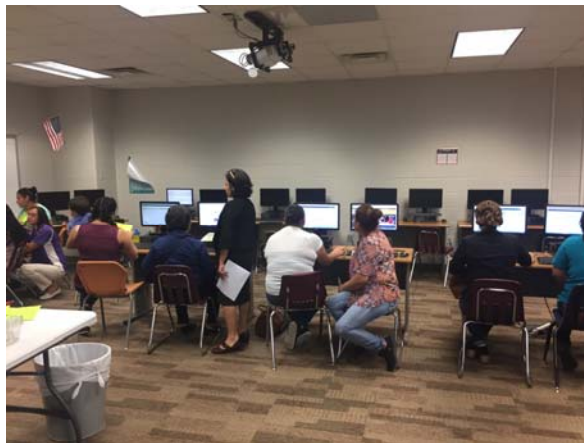
TELPAS Composite Score Results (High School Level) 2016-2017



Beginner Level	Intermediate Level	Advanced Level	Advanced High Level
1	2	3	4

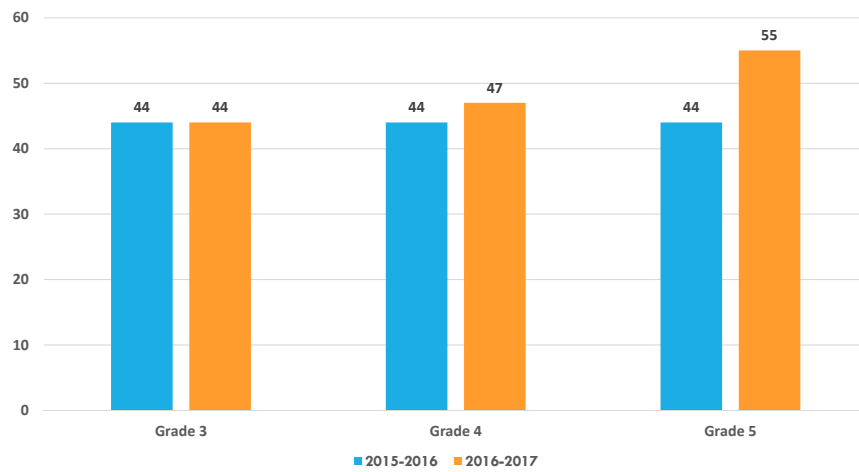
Number of LEP Students Tested Each Year		
	2015-2016	2016-2017
9th Grade	124	160
10th Grade	107	112
11th Grade	75	86
12th Grade	59	65

STAAR ASSESSMENT RESULTS 2016-2017

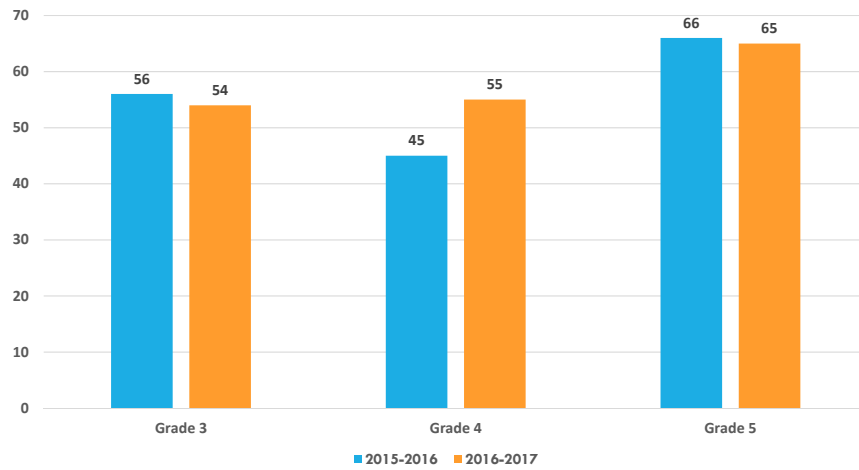


Ms. Martinez and parents at CCMS during the one of the many English Learner Parent Meetings held during 2016-2017

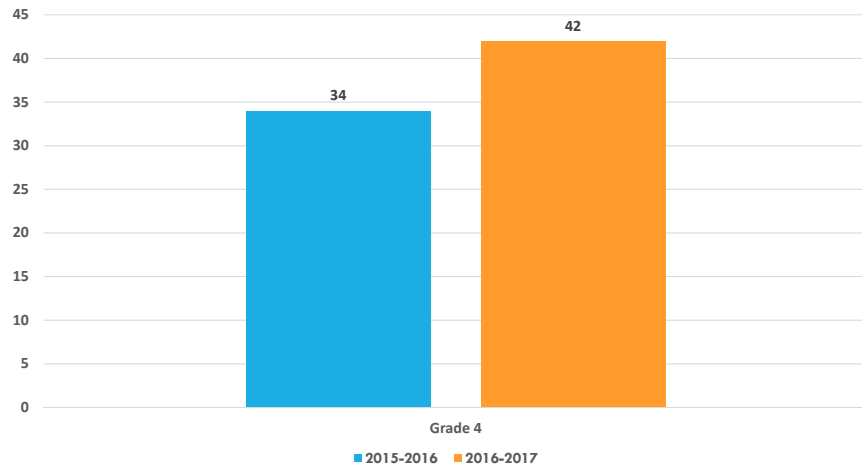
**STAAR Reading Results (Elementary Approaches Grade Level)
2016-2017**



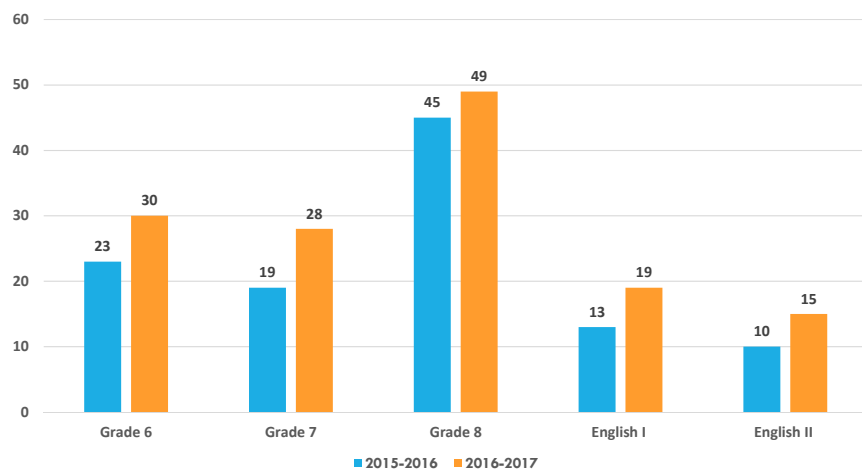
**STAAR Math Results (Elementary Approaches Grade Level)
2016-2017**



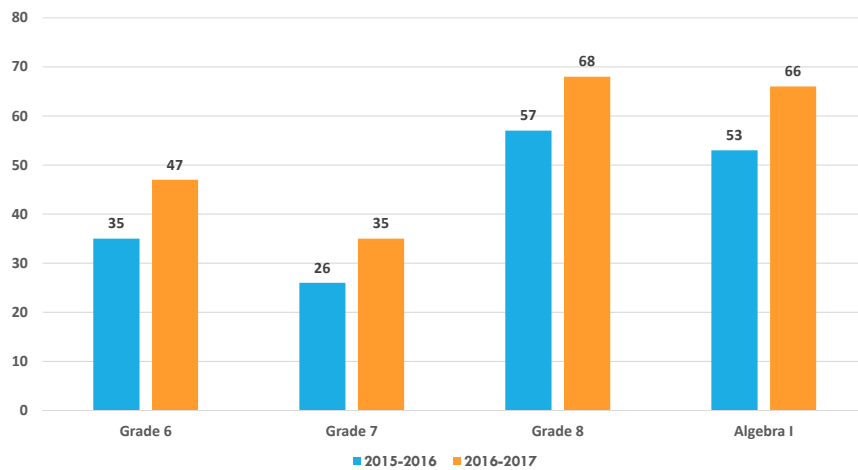
**STAAR Writing Results (Elementary Approaches Grade Level)
2016-2017**



**STAAR Reading Results (Secondary Approaches Grade Level)
2016-2017**



**STAAR Math Results (Secondary Approaches Grade Level)
2016-2017**



LANGUAGE ACQUISITION SUMMER SCHOOL PROGRAM

- 158 Pre-Kindergarten and Kindergarten English Learners in the district were invited to the Language Acquisition Summer School Program.
- 140 students attended the Language Acquisition Summer School Program.
- The host campus for the Language Acquisition Summer School Program was Bell's Hill Elementary.

Board Time Use Tracker
(LSG Framework Accountability 1)

Meeting Date	% Time Spent on S Outcome Goals
03-16-17	30%
03-23-17	19%
04-20-17	56%
04-27-17	43%
05-11-17	0%
05-18-17	31%
05-25-17	3%
06-15-17	3%
06-22-17	23%
07-20-17	7%
08-24-17	68%
08-31-17	14%
09-21-17	75%
09-26-17	56%
9-28-17	38%
10-26-17	
11-16-17	

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

Masters Focus: Of total minutes spent in Board-authorized public meetings, no fewer than **50 percent** are invested in progress monitoring of the Board's student outcome goals

Board Time Use Tracker - Identification Chart

Date of meeting: September 28, 2017

Framework	Activity	Minutes Used	% of Total Minutes Used	Notes
Vision 1	Student Outcome Goal Setting			
Vision 2	Student Outcome Goal Monitoring	12	30%	Discussion on annual benchmark goal completion
Vision 3	Constraints Setting	3	9%	Approval of additional constraints
Vision 4	Constraints Monitoring			
Accountability 1	Superintendent Evaluation			
Accountability 2	Board Self-Evaluation			
Structure	Voting	2	7%	
Advocacy 1	Community engagement	3	9%	Media recognition
Advocacy 2	Student/Family Engagement	9	22%	Recognition of 4th grade students making perfect score on 16-17 STAAR.
Advocacy 3	Community Training			
Other	Other	11	25%	Public Hearing on Financial Report
Total Vision-focused Minutes		15	38%	
Total Minutes		40		

From: "Crabill, A.J." <[mailto:A.J.Crabill@tea.texas.gov]A.J.Crabill@tea.texas.gov>

Subject: Re: Time tracker

If the workshop is to provide background on a specific board item, I'd associate it with **voting**. If it's to inform/educate about a broader area, I would use **other**. If it is to set goals/GPMs I'd associate it with **goal setting** and so forth.

In short: it can go whichever way the content of the session determines. But if the session is to add context for a specific board item that's up for a vote, I'd count it as an extension of voting.

Time Tracker: does not include closed session.

Waco Independent School District
Board of Trustees Meeting Agenda Item

Date: October 19, 2017

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

Allen Sykes

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

09/17

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: October 19, 2017

Contact Person: Sheryl Davis

**RE: Presentation and discussion of monthly and quarterly financial reports
for the period ended August 31, 2017**

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Background Information:

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

General Fund
Food Service Fund
Debt Service Fund

Also attached are the quarterly reports for the following:

Athletic Complex Statement of Operations
Tax Collection Report
Cash and Investment Report
Cash Flow Projection

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 and discussion, 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

October 12, 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 August 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 August 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, 2017.
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, 2017. Outstanding encumbrances are included on the "Encumbrances and Expenditures by Fund, Function and Object" schedule, only.
Beginning Fund Balance:	Represents August 31, 2016 audited 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 2016-2017 Revenues and Expenditures to Previous Fiscal Year as of August 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:

5710 Local Property Taxes – Although property tax revenue, as a percentage of budget, are slightly down from last year, collections through August increased \$4.2 million. This increased revenue is primarily due to property valuation growth.

5730 Tuition and Fees – Tuition and fees for prekindergarten and after-school programs have increased \$36,159 or 12.2% over last year.

5740 Other Local Revenue – The increase of \$1,387,478 is due primarily to tax collections for properties in the tax increment zone which increased \$1,046,381 over last year. Additionally, investment income has increased \$217,217 (a 98.5% increase), rental revenue is up \$31,066, and miscellaneous local revenue is up \$82,194. The remaining \$10,600 results from insurance recoveries in the current year.

5810 Per Capita and Foundation School Program Revenue – Foundation School Program revenues are based on “Near Final” amounts posted by the TEA on October 10, 2017. While projected state revenue has decreased from last year by \$1,754,102, it is an increase over budgeted amounts of \$1,478,824. Of this amount \$895,138 represents adjustments resulting from appeals filed on the 2014 and 2015 property values. The remaining \$583,686 was generated through higher average daily attendance and special program counts, primarily in Career and Technology.

5830 Other State Program Revenue – The increase of \$13,857 is a result of increases in amounts paid by the State on behalf of the District for retirement contributions. This revenue is offset by like expenditures.

5900 Federal Sources Revenue – Federal revenues have increased \$719,579 over last year primarily due to a \$604,408 increase in E-Rate reimbursements.

Functional Expenditures:

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

11 Instruction -- Increased year-to-date expenditures of \$4,834,195 reflect, not only the salary and benefit increases approved for 2016-17, but the employment of positions funded through the tax ratification election, many of which were filled during the spring semester in 2016. This represents a difference in expenditure of approximately 1.14% or \$849,000.

13 Curriculum and Instructional Staff Development – The increase in expenditures of \$698,916 is due in part to the addition of several instructional support positions in the Curriculum department for 2016-17. Functional expenditures will continue to increase for 2017-18 as the General Fund

absorbs almost \$327,000 in funding losses in the Title II, Teacher and Principal Training and Recruiting Grant.

32 Social Work Services – Increased expenditures of \$148,964 result from services provided under the BEAR partnership with Baylor University.

34 Student Transportation Services – Expenditures have increased \$343,122 over last year. Most of the increase, \$236,229, is in contracted services, another \$39,220 in fuel costs, and \$80,895 in an additional bus purchase that was part of an order not received in fiscal year 2015-16. Purchase orders totaling \$1,313,677 were issued in July for twelve additional buses. Funds for these orders were rolled forward into 2017-18 as delivery is expected in October and November.

36 Extracurricular Activities – The increase of \$535,324 is primarily due to the \$415,000 expenditure to install artificial turf on the softball field at the athletic complex. A similar expenditure is planned for 2017-18 to install turf on the baseball field.

41 General Administration – The increase in expenditures of \$326,107 is due in part to increased legal fees of \$142,268 and tax collection fees of \$8,789.

51 Plant Maintenance and Operations – Current year expenditures reflect payments on projects which were not completed at August 31, 2016. These projects include the renovations at Lake Waco for the expansion of the Brazos High School and Credit Recovery Program as well as roof repairs at GWAMA and Mountainview, new portables installation, and the delivery of two replacement box trucks. Approximately \$3.5 million of unfinished project funding has been rolled forward into 2017-18.

53 Data Processing Services – Expenditures have decreased \$408,542 from last year. This is due to expenditures for E-Rate cabling projects that were completed in fiscal year 2015-16.

71 Debt Service – Expenditures decreased \$602,213 as the debt on the Maintenance Tax Notes issued to purchase the District's bus fleet in 2006 was retired last summer.

81 Facilities Acquisition and Construction – The increase of \$1,062,543 reflects capitalized expenditures for the major renovations underway at the old maintenance shops to house offices, warehouse storage, and a new demonstration kitchen for child nutrition services.

95 Juvenile Justice Alternative Education Program – Expenditures have increased \$149,348 over 2015-16 due to increased participation resulting from a change in disciplinary placement. The change will help fully fund the program, precluding an assessment to cover a funding deficit as was charged in 2015-16.

97 Payments to Tax Increment Fund – Expenditures are a pass-through of taxes collected for properties in the Tax Increment zones. Increased expenditures of \$1.2 million are partially offset by increased collections for properties in the Tax Increment Reinvestment Zones, as discussed previously.

Other Financing Sources and Uses:

8900 Other Uses – Current year amounts include a transfer of \$1,503,442 and \$259,527 to cover deficit expenditures in the debt service fund and the Greater Waco Advanced Academies fund, respectively.

Food Service Fund

Revenues:

5750 Extracurricular Activities Revenue – Revenue from paid lunches, and catering have increased \$46,725 over 2015-16.

5900 Federal Sources Revenue – Revenues from federal sources increased by \$285,846. \$128,796 of the increase is due to a lower indirect cost recovery to the general fund and another \$71,031 is from an increase in USDA commodities. The remaining increase results from breakfast and lunch reimbursements.

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 – Expenditures have decreased \$87,739.

While the restricted fund balance in the Child Nutrition Fund is currently increasing \$611,627 for the 2016-17 fiscal year, amounts budgeted for the purchase of a food truck and most of the equipment for the new demonstration kitchen were encumbered but not received at year end. As a result, \$546,331 for these purchases will be rebudgeted and expended in the 2017-18 fiscal year.

Debt Service Fund

Revenues:

5710 Local Property Taxes – Property tax collections through February increased \$789,599 over the prior year.

5740 Other Local Revenue – Increased revenue of \$240,726 of which \$203,836 is due to an increase in tax collections for properties located in the Tax Increment Reinvestment Zones. In addition, earnings on temporary investments have increased \$36,890 or 161% over 2015-16 due to higher interest rates and a more aggressive cash management.

5820 Other State Program (TEA) – The District received a settlement payment in 2015-16 based on TEA's calculation of amounts due from prior years. Final calculations of prior years' existing debt and instructional facilities allotments indicate that the Waco ISD owed the State approximately \$117,661. This amount was reduced from 2016-17 payments. Based on the TEA calculations dated October 10, 2017, the District has been overpaid \$38,920. However, adjustments have not yet been made for the results of the value appeals.

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 of \$203,836 reflect the increase in tax collections for properties in the Tax Increment zones.

Athletic Complex

Revenues:

While revenue from ticket sales has increased \$6,548 and rental revenue has increased \$9,171 over last year, revenues from parking, advertising, and concessions have decreased by \$8,703 and \$28,800, and \$4,130 respectively, with total revenues decreasing \$25,914.

Expenditures:

Overall expenditures at the stadium have increased \$26,628. Most of that increase is in plant maintenance costs where the rehabilitation of the baseball and softball fields was delayed in 2015-16 due to issues in bonding. Funds totaling \$46,801 were rolled forward to complete the projects in the current fiscal year. However, concession expenses increased by \$18,558 while revenues decreased. Earlier this year, the Internal Auditor reviewed the controls for concessions and made a number of recommendations for improvements in control procedures.

Tax Collections

Tax collections for the quarter ending August 31, 2017, are \$101,483 less than the prior year with 41,868 accounts paid compared to 41,888 at August 31, 2016. Total tax collections reflect an increase of \$6,288,071 with an additional \$1,250,218 of those collections being passed through to the Tax Increment Fund.

There were a significantly higher value adjustments made after property values were certified in July than in the prior year. For the 2016 tax year, values were adjusted downward by \$41.1 million compared to \$19.1 million in downward adjustments for the 2015 tax year. The District filed an appeal of both years and, as a result, has recouped \$895,138 in State Foundation School program revenue.

Waco Independent School District

BALANCE SHEET

GENERAL FUND

As of August 31, 2017

ASSETS

Cash and Temporary Investments	\$ 44,073,254
Property Taxes Receivable, Net of Allowance of \$1,066,491	1,297,614
Due from Other Governments	1,867,221
Accrued Interest	87,727
Due from Other Funds	1,809,923
Other Receivables	16,080
Inventories	171,402
Deferred Expenditures	467,185
Long-term Investments	6,998,540
Total Assets	<u>\$ 56,788,946</u>

LIABILITIES

Accounts Payable	\$ 3,115,261
Other Current Liabilities	230
Payroll Withholdings and Contributions Payable	1,373,480
Accrued Wages Payable	3,288,734
Due to Other Funds	3,234,026
Due to Other Governments	202,114
Unearned Revenue	-
Total Liabilities	<u>\$ 11,213,845</u>

DEFERRED INFLOWS OF RESOURCES

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

FUND BALANCES

Nonspendable Fund Balance	\$ 638,587
Committed Fund Balance	4,831,094
Assigned Fund Balance	1,328,147
Unassigned Fund Balance	37,479,659
Total Fund Balances	<u>\$ 44,277,487</u>
Total Liabilities and Fund Balances	<u>\$ 56,788,946</u>

Unaudited

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

GENERAL FUND									
		(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget	
Adopted Budget	Amended Budget	Monthly Current 8/31/2017	Prior Year 8/31/2016	Year-to-Date Current 8/31/2017	Prior Year 8/31/2016				
REVENUES									
LOCAL SOURCES									
5710 Local Property Taxes	\$ 54,281,674	54,381,674	225,708	135,595	54,682,383	50,461,567	300,709	100.55%	100.90%
5720 Services to Other Districts	73,306	73,306	6,889	6,706	77,115	59,212	3,809	105.20%	98.66%
5730 Tuition & Fees	155,000	155,000	16,194	10,587	197,722	161,563	42,722	127.56%	115.40%
5740 Other Local Revenue	5,115,259	5,288,899	73,951	(35,157)	5,130,246	3,742,768	(158,653)	97.00%	97.06%
5750 Extracurricular Activities	494,000	502,170	6,050	25,278	498,517	524,699	(3,653)	99.27%	128.08%
Total Local Sources	\$ 60,119,239	60,401,049	328,792	143,009	60,585,983	54,949,809	184,934	100.31%	100.87%
STATE SOURCES									
5810 Per Capita & FSP Act	\$ 67,238,975	68,278,975	11,645,199	12,547,049	68,717,799	70,471,901	438,824	100.64%	98.18%
5820 Other State Program (TEA)	-	-	-	1	68,272	71,162	68,272	0.00%	0.00%
5830 Other State Program	5,124,492	5,124,492	442,050	796,876	5,330,470	5,316,613	205,978	104.02%	111.65%
Total State Sources	\$ 72,363,467	73,403,467	12,087,249	13,343,926	74,116,541	75,859,676	713,074	100.97%	99.11%
FEDERAL SOURCES									
5900 Federal Sources Revenue	3,730,100	4,107,940	690,187	161,316	4,796,312	4,076,733	688,372	116.76%	122.40%
Total Revenues	\$ 136,212,806	137,912,456	13,106,228	13,648,251	139,498,836	134,886,218	1,586,380	101.15%	100.40%
EXPENDITURES									
11 Instruction	\$ 74,495,065	75,790,061	7,482,711	6,418,831	74,063,701	69,110,821	1,726,360	97.72%	96.58%
12 Instructional Resources & Media	904,612	904,842	69,488	75,416	874,072	868,879	30,770	96.60%	94.62%
13 Curriculum & Staff Development	3,807,336	3,755,879	466,437	374,555	3,596,620	2,897,704	159,259	95.76%	88.41%
21 Instructional Leadership	2,802,539	2,787,956	294,934	315,303	2,646,703	2,688,991	141,253	94.93%	94.86%
23 School Leadership	9,382,884	9,430,988	987,638	999,465	9,178,896	9,107,546	252,092	97.33%	97.71%
31 Guidance, Counseling & Evaluation	3,665,741	3,588,518	385,581	359,257	3,497,629	3,395,974	90,889	97.47%	98.94%
32 Social Work Services	937,168	866,907	92,985	77,365	759,370	610,406	107,537	87.60%	76.35%
33 Health Services	1,139,009	1,139,009	94,489	99,878	1,116,501	1,121,121	22,508	98.02%	98.17%
34 Student Transportation	3,930,754	5,319,771	68,071	20,292	3,121,467	2,778,345	2,198,304	58.68%	59.54%
35 Food Services	-	-	-	-	-	-	-	0.00%	0.00%
36 Co/Extracurricular Activities	3,917,223	4,460,899	551,931	569,767	4,288,532	3,753,208	172,367	96.14%	94.53%
41 General Administration	5,067,130	5,460,831	511,692	650,437	4,994,036	4,633,872	466,795	91.45%	93.41%
51 Plant Maintenance & Operations	16,773,540	22,103,152	2,456,777	2,960,703	17,892,092	17,368,450	4,211,060	80.95%	75.06%
52 Security & Monitoring Services	2,177,472	2,204,003	290,447	331,707	2,081,030	2,091,871	122,973	94.42%	93.87%
53 Data Processing Services	2,655,799	2,947,875	191,473	855,992	2,674,813	3,083,355	273,062	90.74%	76.50%
61 Community Services	674,291	750,865	25,617	23,941	693,087	662,018	57,778	92.31%	86.43%
71 Debt Service	376,735	376,735	-	584,250	351,764	953,977	24,971	93.37%	98.66%
81 Facilities Acquisition & Construction	-	2,198,676	892,867	-	1,105,349	42,806	1,093,327	50.27%	14.36%
93 Shared Services Arrangements	440,000	440,000	-	-	430,368	398,053	9,632	97.81%	100.00%
95 Juvenile Justice Program	495,000	780,000	(126,414)	67,160	558,366	409,018	221,634	71.59%	91.91%
97 Payments to Tax Increment Fund	5,121,873	5,121,873	(1,486)	237	4,788,975	3,590,651	332,898	93.50%	95.87%
99 Other Intergovernmental Charges	718,380	723,380	-	-	711,202	701,349	12,178	98.32%	99.81%
Total Expenditures	\$ 139,482,551	151,152,220	14,735,238	14,784,556	139,424,573	130,268,415	11,727,647	92.24%	90.71%
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (3,269,745)	(13,239,764)	(1,629,010)	(1,136,305)	74,263	4,617,803	13,314,027		
OTHER FINANCING SOURCES (USES)									
7900 Other Sources	-	-	-	11,325	48,952	56,325	48,952		
8900 Other Uses	(548,055)	(548,055)	(1,762,969)	(1,928,140)	(1,762,969)	(1,928,140)	1,214,914		
Total Other Financing Source (Uses)	\$ (548,055)	(548,055)	(1,762,969)	(1,916,815)	(1,714,017)	(1,871,815)	1,263,866		
Total Changes in Fund Balances	\$ (3,817,800)	(13,787,819)	(3,391,979)	(3,053,120)	(1,639,754)	2,745,988	12,148,065		
Fund Balances, Beginning	41,654,901	41,654,901			45,917,241	42,983,412	4,262,340		
Fund Balances, Ending	\$ 37,837,101	27,867,082			44,277,487	45,729,400	16,410,405		

Unaudited

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

								(Memo)	
		Payroll	Purchased &	Supplies &	Other	Debt	Capital	Total	Total
		Costs	Contracted	Materials	Operating	Services	Outlay	Year-to-Date	Year-to-Date
		6100	6200	6300	6400	6500	6600	8/31/2017	8/31/2016
								6000	6000
11	Instruction	\$ 68,459,002	1,790,131	3,291,147	482,862	-	40,560	74,063,702	69,187,446
12	Instructional Resources & Media	700,846	31,900	141,513	-	-	-	874,259	869,137
13	Curriculum & Staff Development	2,708,260	500,547	85,818	301,995	-	-	3,596,620	2,898,000
21	Instructional Leadership	2,287,088	124,766	123,211	111,638	-	-	2,646,703	2,712,567
23	School Leadership	8,904,121	37,133	135,459	102,183	-	-	9,178,896	9,107,789
31	Guidance, Counseling & Evaluation	3,370,857	107,906	9,523	9,343	-	-	3,497,629	3,395,974
32	Social Work Services	574,493	173,943	3,149	7,784	-	-	759,369	610,405
33	Health Services	1,090,798	3,690	19,591	2,423	-	-	1,116,502	1,121,351
34	Student Transportation	-	2,344,134	231,416	(102,991)	-	648,909	3,121,468	3,679,374
35	Food Services	-	-	-	-	-	-	-	-
36	Co/Extracurricular Activities	2,052,341	517,162	610,187	627,483	-	482,044	4,289,217	3,773,546
41	General Administration	3,510,256	1,038,265	123,472	313,608	-	8,459	4,994,060	4,713,433
51	Plant Maintenance & Operations	6,933,458	8,973,258	1,205,761	402,117	-	377,498	17,892,092	18,328,747
52	Security & Monitoring Services	1,372,614	430,626	206,373	8,565	-	62,852	2,081,030	2,093,531
53	Data Processing Services	1,266,532	1,110,263	159,202	20,911	-	117,904	2,674,812	3,120,669
61	Community Services	301,203	332,413	4,075	55,425	-	-	693,116	662,143
71	Debt Service	-	-	-	-	351,764	-	351,764	953,977
81	Facilities Acquisition & Construction	-	10,940	-	-	-	1,094,409	1,105,349	42,806
93	Shared Services Arrangements	-	-	-	430,368	-	-	430,368	398,053
95	Juvenile Justice Program	-	-	-	558,366	-	-	558,366	409,018
97	Payments to Tax Increment Fund	-	-	-	4,788,975	-	-	4,788,975	3,590,651
99	Other Intergovernmental Charges	-	711,202	-	-	-	-	711,202	701,349
Total Expenditures & Encumbered Funds		\$ 103,531,869	18,238,279	6,349,897	8,121,055	351,764	2,832,635	139,425,499	132,369,966

Unaudited

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

ASSETS

Cash and Temporary Investments	\$ 2,207,079
Due from Other Governments	480,197
Due from Other Funds	-
Other Receivables	85,056
Inventories	169,280
Total Assets	<u>\$ 2,941,612</u>

LIABILITIES

Accounts Payable	\$ 356,537
Accrued Wages Payable	61,529
Due to Other Funds	91,000
Unearned Revenue	92,466
Total Liabilities	<u>\$ 601,532</u>

FUND BALANCES

Nonspendable Fund Balance	\$ 169,280
Restricted Fund Balance	2,170,800
Total Fund Balances	<u>\$ 2,340,080</u>
Total Liabilities and Fund Balances	<u>\$ 2,941,612</u>

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

CHILD NUTRITION FUND

		Adopted Budget	Amended Budget	(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget
				Monthly		Year-to-Date				
				Current 8/31/2017	Prior Year 8/31/2016	Current 8/31/2017	Prior Year 8/31/2016			
REVENUES										
LOCAL SOURCES										
5740	Other Local Revenue	\$ 700	16,869	88	59	17,173	836	304	101.80%	304.00%
5750	Extracurricular Activities	721,835	721,835	48,542	27,366	734,826	688,101	12,991	101.80%	94.16%
Total Local Sources		\$ 722,535	738,704	48,630	27,425	751,999	688,937	13,295	101.80%	94.23%
STATE SOURCES										
5820	Other State Program (TEA)	\$ 55,000	55,000	-	-	53,714	54,399	(1,286)	97.66%	98.91%
Total State Sources		\$ 55,000	55,000	-	-	53,714	54,399	(1,286)	97.66%	26.71%
FEDERAL SOURCES										
5900	Federal Sources Revenue	\$ 8,854,378	8,884,012	1,168,849	943,338	9,126,199	8,840,353	242,187	102.73%	99.96%
Total Revenues		\$ 9,631,913	9,677,716	1,217,479	970,763	9,931,912	9,583,689	254,196	102.63%	98.01%
EXPENDITURES										
35	Food Services	\$ 9,631,913	10,441,640	1,227,674	1,183,246	9,320,285	9,408,024	1,121,355	89.26%	96.15%
Total Expenditures		\$ 9,631,913	10,441,640	1,227,674	1,183,246	9,320,285	9,408,024	1,121,355	89.26%	96.15%
Excess (Deficiency) of Revenues Over (Under) Expenditures		\$ -	(763,924)	(10,195)	(212,483)	611,627	175,665	1,375,551		
OTHER FINANCING SOURCES (USES)										
7900	Other Sources	-	-	-	4,811	-	4,811	-		
Total Other Financing Sources (Uses)		\$ -	-	-	4,811	-	4,811	-		
Total Changes in Fund Balances		\$ -	(763,924)	(10,195)	(207,672)	611,627	180,476	1,375,551		
Fund Balances, Beginning		1,612,906	1,612,906			1,728,453	1,562,752	115,547		
Fund Balances, Ending		\$ 1,612,906	848,982			2,340,080	1,743,228	1,491,098		

Unaudited

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

								(Memo)	
								Total	
								Year-to-Date	
								8/31/2017	
								6000	
								6000	
								6000	
								6000	
35	Food Services	<u>\$ 2,697,951</u>	<u>1,666,468</u>	<u>4,770,581</u>	<u>30,476</u>	<u>-</u>	<u>154,809</u>	<u>9,320,285</u>	<u>9,531,966</u>
Total Expenditures & Encumbered Funds		<u>\$ 2,697,951</u>	<u>1,666,468</u>	<u>4,770,581</u>	<u>30,476</u>	<u>-</u>	<u>154,809</u>	<u>9,320,285</u>	<u>9,531,966</u>

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

ASSETS

Cash and Temporary Investments	\$ 3,135,387
Property Taxes Receivable, Net of Allowance of \$243,421	290,140
Due from Other Governments	1,503,442
Accrued Interest	7,167
Due from Other Funds	148
Total Assets	<u>\$ 4,936,284</u>

LIABILITIES

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

DEFERRED INFLOWS OF RESOURCES

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

FUND BALANCES

Restricted Fund Balance	<u>\$ 4,646,144</u>
Total Fund Balances	<u>\$ 4,646,144</u>
Total Liabilities and Fund Balances	<u>\$ 4,936,284</u>

Unaudited

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

DEBT SERVICE FUND

	Adopted Budget	Amended Budget	(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget
			Monthly		Year-to-Date				
			Current 8/31/2017	Prior Year 8/31/2016	Current 8/31/2017	Prior Year 8/31/2016			
REVENUES									
LOCAL SOURCES									
5710 Local Property Taxes	\$ 10,648,746	10,648,746	45,344	25,717	10,776,225	9,986,626	127,479	101.20%	101.50%
5740 Other Local Revenue	989,414	989,414	4,716	1,779	887,620	646,894	(101,794)	89.71%	84.74%
Total Local Sources	\$ 11,638,160	11,638,160	50,060	27,496	11,663,845	10,633,520	25,685	100.22%	100.29%
STATE SOURCES									
5820 Other State Program (TEA)	\$ 1,103,088	1,103,088	-	(72,915)	1,214,653	2,083,110	111,565	110.11%	109.86%
Total State Sources	\$ 1,103,088	1,103,088	-	(72,915)	1,214,653	2,083,110	111,565	110.11%	109.86%
FEDERAL SOURCES									
5900 Federal Sources Revenue	-	-	-	-	-	-	-	0.00%	0.00%
Total Revenues	\$ 12,741,248	12,741,248	50,060	(45,419)	12,878,498	12,716,630	137,250	101.08%	101.74%
EXPENDITURES									
71 Debt Service	\$ 13,572,382	13,572,382	8,439,753	8,798,898	13,554,081	14,473,786	18,301	99.87%	99.96%
97 Payments to Tax Increment Fund	974,414	974,414	(235)	36	827,859	624,023	146,555	84.96%	82.06%
Total Expenditures	\$ 14,546,796	14,546,796	8,439,518	8,798,934	14,381,940	15,097,809	164,856	98.87%	99.07%
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (1,805,548)	(1,805,548)	(8,389,458)	(8,844,353)	(1,503,442)	(2,381,179)	302,106		
OTHER FINANCING SOURCES (USES)									
7900 Other Sources	-	-	1,503,442	1,873,014	1,503,442	60,061,995	1,503,442		
8900 Other Uses	-	-	-	-	-	(57,680,816)	-		
Total Other Financing Source (Uses)	\$ -	-	1,503,442	1,873,014	1,503,442	2,381,179	1,503,442		
Total Changes in Fund Balances	\$ (1,805,548)	(1,805,548)	(6,886,016)	(6,971,339)	-	-	1,805,548		
Fund Balances, Beginning	4,627,553	4,627,553			4,646,144	4,627,553	18,591		
Fund Balances, Ending	\$ 2,822,005	2,822,005			4,646,144	4,627,553	1,824,139		

Unaudited

Waco Independent School District
ATHLETIC COMPLEX
STATEMENT OF OPERATIONS
For the Quarter Ended August 31, 2017

GENERAL FUND									
			Memo		Memo		Difference	CY	PY
			Quarterly		Year-to-Date		Amended	YTD As	YTD As
	Adopted	Amended	Current	Prior Year	Current	Prior Year	Budget to	% of	% of
	Budget	Budget	8/31/2017	8/31/2016	8/31/2017	8/31/2016	YTD Actual	Budget	Budget
REVENUES									
Rental Revenue									
Football	\$ 85,000	85,000	16,200	(5,611)	88,935	99,844	3,935	104.63%	138.67%
Baseball / Softball	25,000	25,000	16,351	5,293	47,425	28,562	22,425	189.70%	190.41%
Soccer	14,000	14,000	1	(435)	7,330	6,513	(6,670)	52.36%	72.37%
Other	6,000	6,000	400	-	800	400	(5,200)	13.33%	5.71%
Ticket Revenue									
Football	100,000	100,000	(1,678)	6,862	115,138	107,167	15,138	115.14%	117.77%
Baseball / Softball	13,000	13,000	-	-	15,611	14,246	2,611	120.08%	71.23%
Soccer	13,000	13,000	-	(133)	10,040	12,828	(2,960)	77.23%	142.53%
Other Revenue									
Parking	45,000	45,000	1,036	4,915	40,528	49,231	(4,472)	90.06%	182.34%
Signage/Advertising	150,000	150,000	3,174	23,388	130,900	159,700	(19,100)	87.27%	177.44%
UIL Events	-	-	-	-	-	-	-	0.00%	0.00%
Other	80,000	80,000	2,580	11,460	77,459	81,589	(2,541)	96.82%	185.43%
Total Revenues	\$ 531,000	531,000	38,064	45,739	534,166	560,080	3,166	100.60%	142.88%
EXPENDITURES									
Stadium Management Costs	\$ 199,452	193,452	45,117	42,324	191,617	197,630	1,835	99.05%	101.49%
Concessions Costs	107,000	125,465	52,131	41,351	115,381	96,823	10,084	91.96%	95.32%
Signage/Advertising Costs	25,000	-	-	-	-	-	-	0.00%	0.00%
UIL Events Costs	14,000	16,595	-	-	16,595	13,075	-	100.00%	100.00%
Miscellaneous Contracted Services	111,000	162,481	40,914	59,475	154,413	159,652	8,068	95.03%	92.97%
Supplies and Materials	20,143	25,105	30,714	43,966	34,194	53,869	(9,089)	136.20%	96.82%
Other Operating Costs	3,500	4,333	1,786	556	3,387	2,057	946	78.17%	93.08%
Capital Outlay	5,000	68,651	58,451	90,828	58,451	90,828	10,200	85.14%	100.00%
Plant Maintenance Costs	453,209	453,239	130,622	126,928	414,644	354,926	38,595	91.48%	83.04%
Utilities	33,242	33,242	13,063	9,991	38,119	32,273	(4,877)	114.67%	67.81%
Security & Monitoring Costs	27,000	25,000	1,595	333	25,340	24,380	(340)	101.36%	108.75%
Total Expenditures	\$ 998,546	1,107,563	374,393	415,752	1,052,141	1,025,513	55,422	95.00%	90.98%
Excess (Deficiency) of Revenues Over Expenditures	\$ (467,546)	(576,563)	(336,329)	(370,013)	(517,975)	(465,433)	58,588		
OTHER FINANCING SOURCES (USES)									
Capital Lease	(372,735)	(372,735)	-	(14,250)	(351,764)	(352,577)	20,971	94.37%	100.05%
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	\$ (840,281)	(949,298)	(336,329)	(384,263)	(869,739)	(818,010)	79,559		

Waco Independent School District
TAX COLLECTION REPORT
For the Quarter Ended August 31, 2017

	Year-to-Date	
	Current	Prior Year
	8/31/2017	8/31/2016
Certified Taxable Value	\$ 5,251,460,667	4,764,656,779
Cumulative Value Adjustments	(41,074,595)	(19,076,300)
Adjusted Taxable Value	\$ 5,210,386,072	4,745,580,479
Tax Rate	\$ 1.40000	1.40000
Paid Accounts	41,868	41,888

	Quarter		Year-to-Date	
	Current	Prior Year	Current	Prior Year
	8/31/2017	8/31/2016	8/31/2017	8/31/2016
Collections:				
Current Year	\$ 754,941	899,302	69,209,687	62,798,654
Prior Years	46,261	56,418	527,254	727,917
Penalties & Interest	207,603	180,226	758,411	708,450
Other	124,242	98,584	314,266	286,526
Total Collections	\$ 1,133,046	1,234,529	70,809,619	64,521,548
Disbursements:				
Payments to Tax Increment Fund	\$ (32,231)	(119,919)	(5,036,745)	(3,786,527)
Attorney Fees	(124,242)	(98,584)	(314,266)	(286,526)
Appraisal Commission Fees	(101)	(98)	(2,606)	(1,230)
Total Disbursements	\$ (156,573)	(218,601)	(5,353,617)	(4,074,284)
Net Cash Inflow	\$ 976,472	1,015,928	65,456,002	60,447,264
Collections as a Percent of Original Levy:				
Current Collections	1.1%	1.4%	97.8%	97.5%
Total Collections	1.1%	1.5%	98.6%	98.6%

	Current Year's Levy	Prior Years' Levies	Total
Taxes Receivable at Period End:			
Beginning Balance	\$ -	3,120,030	3,120,030
Tax Levy	70,748,472	-	70,748,472
Levy Adjustments	(627,201)	(606,693)	(1,233,894)
Levy Paid	(69,209,687)	(527,254)	(69,736,941)
Ending Balance	\$ 911,584	1,986,082	2,897,666



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

Sheryl Davis
Chief Finance Officer

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

October 12, 2017

Board of Trustees
Waco Independent School District
Waco, Texas

Following is the quarterly summary of cash and investments held by the school district as of August 31, 2017. As of that date, the District had approximately \$6.1 million in Extraco Bank and \$9.7 million in the USA Mutual Insured Cash Shelter account. The District also had \$20.3 million invested in public funds investment pools, \$8.9 million in the Texas Term Certificate of Deposit program, \$3.0 million in the Hilltop Securities CDARS program, \$7.7 million in U.S. Commercial Paper, and \$4.0 million invested in U.S. Government securities. While the book value of these separately invested assets totaled \$14.7 million, the market value shows an unrecognized loss of \$53,502. Accrued interest on the investments totaled \$104,932.

Total cash and investments for the District as of August 31, 2017 was \$59.6. This is down \$13.1 million from total cash and investments at the end of the last quarter. Approximately \$3.1 million of the total cash and investments is restricted for debt service with another \$1.1 million invested for capital projects.

Also attached is the cash flow projection for the quarter following August 31, 2017. If you have any questions, please do not hesitate to call.

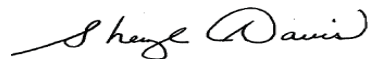
Sheryl Davis
Chief Finance Officer
Business and Support Services

Waco Independent School District
CASH AND INVESTMENT REPORT
For the Quarter Ended August 31, 2017
REPORT OF INVESTMENT ACTIVITY

Description	Coupon or Average Rate of Return	Weighted Average Maturity or Maturity Date	Market Value 5/31/2017	Book Value 5/31/2017	Interest Earnings	Purchases & Transfers In	Sales & Transfers Out	Changes in Market Value	Market Value 8/31/2017	Book Value 8/31/2017	Accrued Interest
PUBLIC FUNDS INVESTMENT POOLS											
TEXPOOL: (S&P Rating = AAAM)											
General Fund	0.795%	37	\$ 14,431,574	\$ 14,431,574	\$ 24,596	\$ 33,129,395	\$ (38,911,965)	\$ -	\$ 8,673,600	\$ 8,673,600	n/a
Debt Service Fund	0.795%	37	11,078,164	11,078,164	16,132	412,698	(11,116,842)	-	390,152	390,152	n/a
LONE STAR: (S&P Rating = AAAM)											
General Fund(Corporate Overnight Plus Fund)	1.020%	49	6,392,937	6,392,937	18,667	-	-	-	6,411,604	6,411,604	n/a
Debt Service Fund (Corporate Overnight Plus)	1.020%	49	55,460	55,460	162	-	-	-	55,622	55,622	n/a
General Fund (Government Overnight)	0.751%	38	30	30	-	-	-	-	30	30	n/a
Texas Class: (S & P AAAM)											
General Fund	1.010%	51	4,608,271	4,608,271	13,713	-	-	-	4,621,984	4,621,984	n/a
Capital Projects Fund	1.010%	51	9,070	9,070	27	-	-	-	9,097	9,097	n/a
TEXASDAILY: (S&P Rating = AAAM)											
General Fund	0.770%	NA	85,822	\$ 85,822	241	1,497,007	(1,477,147)	-	105,923	105,923	n/a
Total for Public Funds Investment Pools			\$ 36,661,327	\$ 36,661,327	\$ 73,539	\$ 35,039,100	\$ (51,505,954)	\$ -	\$ 20,268,013	\$ 20,268,013	n/a
SEPARATELY INVESTED ASSETS:											
General Fund (Hilltop - CDARS)	0.800%	8/31/2017	3,435,177	3,458,000	-	-	(3,458,000)	-	-	-	-
General Fund (Hilltop - CDARS)	1.280%	8/30/2018	-	-	-	3,000,000	-	-	2,997,600	3,000,000	105
General Fund (U.S. Gov't Securities)	1.051%	7/27/2018	1,995,320	2,000,000	-	-	-	-	1,994,598	2,000,000	11,286
General Fund (U.S. Gov't Securities)	1.390%	4/17/2019	1,998,620	2,000,000	-	-	-	-	1,998,000	2,000,000	10,358
General Fund (U.S. Commercial Paper)	1.422%	1/31/2018	4,954,000	5,000,000	-	-	-	-	4,972,500	5,000,000	22,055
Debt Service Fund (U.S. Commercial Paper)	1.355%	2/15/2018	-	-	-	2,700,000	-	-	2,683,800	2,700,000	7,167
Total Separately Invested Assets			\$ 12,383,117	\$ 12,458,000	\$ -	\$ 5,700,000	\$ (3,458,000)	\$ -	\$ 14,646,498	\$ 14,700,000	\$ 50,972
Total Investments			\$ 49,044,444	\$ 49,119,327	\$ 73,539	\$ 40,739,100	\$ (54,963,954)	\$ -	\$ 34,914,511	\$ 34,968,013	\$ 50,972
CASH: (Extraco Banks)											
Operating Revenues	0.000%		117,689	\$ 117,689	-	-	-	-	\$ 55,060	55,060	n/a
Accounts Payable	0.000%		242,435	\$ 242,435	-	-	-	-	\$ 1,712,578	1,712,578	n/a
Payroll	0.000%		186,994	\$ 186,994	-	-	-	-	\$ 111,649	111,649	n/a
District Activity	0.050%		802,209	\$ 802,209	86	-	-	-	\$ 601,806	601,806	n/a
Child Nutrition Services	0.050%		2,244,664	\$ 2,244,664	273	-	-	-	\$ 2,203,509	2,203,509	n/a
Capital Projects S2008	0.050%		327,881	\$ 327,881	36	-	-	-	\$ 237,202	237,202	n/a
Capital Projects S2009	0.050%		899,354	\$ 899,354	113	-	-	-	\$ 899,467	899,467	n/a
High Yield Money Market	0.350%		266,335	\$ 266,335	384	-	-	-	\$ 300,719	300,719	n/a
CASH: (Hilltop Securities)											
Dreyfus General Government Fund	0.000%		36,964	\$ 36,964	-	-	(36,964)	\$ -	-	-	n/a
CASH: (USA Mutuals)											
Insured Cash Shelter Account-General	0.800%		9,646,410	\$ 9,646,410	22,746	-	-	-	\$ 9,669,156	9,669,156	n/a
CASH: (Texas Term)											
Texas Term CD Program-General			8,884,000	8,884,000	-	1,475,000	(1,483,000)	-	8,876,000	8,876,000	53,960
Total Cash			\$ 23,654,935	\$ 23,654,935	\$ 23,639	\$ 1,475,000	\$ (1,483,000)	\$ -	\$ 24,667,146	\$ 24,667,146	\$ 53,960
Total Cash and Cash Equivalents			\$ 23,654,935	\$ 23,654,935	\$ 23,639	\$ -	\$ -	\$ -	\$ 24,667,146	\$ 24,667,146	\$ 53,960
TOTAL CASH AND INVESTMENTS			\$ 72,699,379	\$ 72,774,262	\$ 97,178	\$ -	\$ -	\$ -	\$ 59,581,657	\$ 59,635,159	\$ 104,932

We believe the data presented for the quarter ended August 31, 2017, are accurate in all material respects, and are presented in a manner that fairly sets forth the investment standing of the Waco Independent School District.

This report was prepared in compliance with the Waco Independent School District's Investment Policy and the Public Funds Investment Act of the State of Texas.



Sheryl Davis
10/26/2017
Date

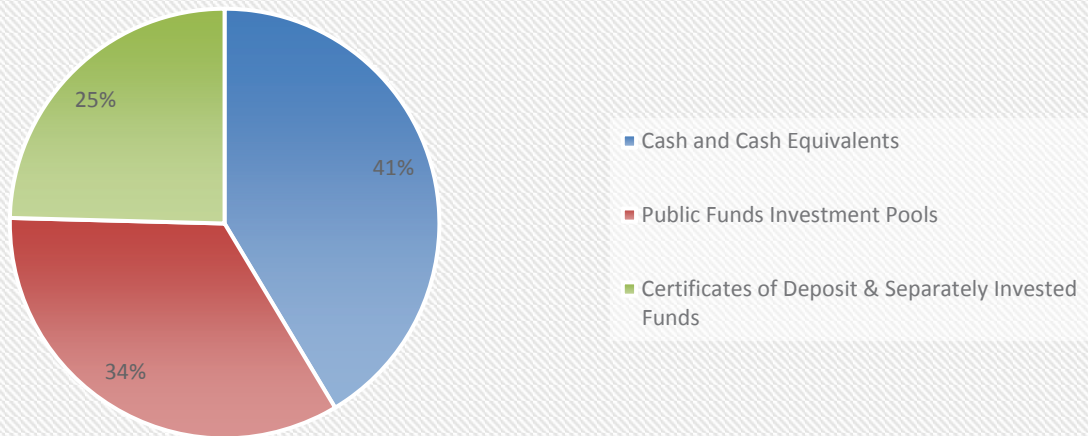


Sherry Trotts
10/26/2017
Date

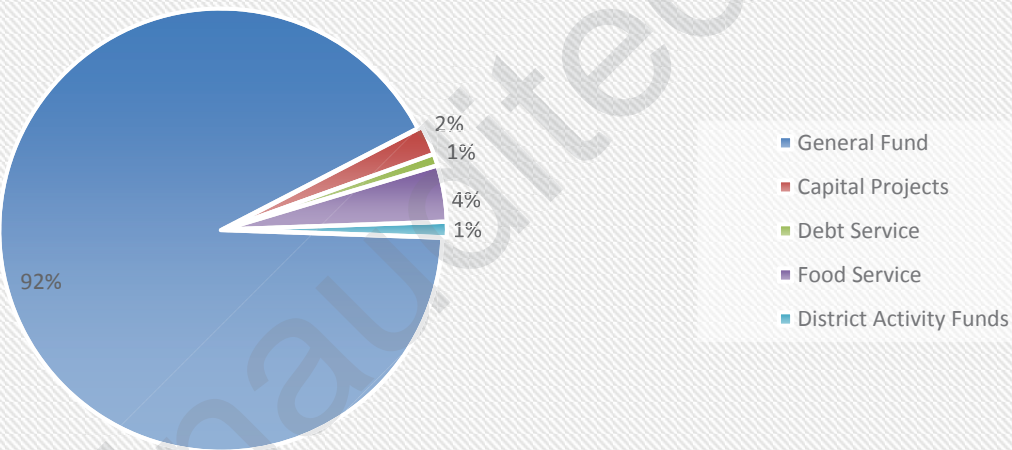


Melissa Closs
10/26/2017
Date

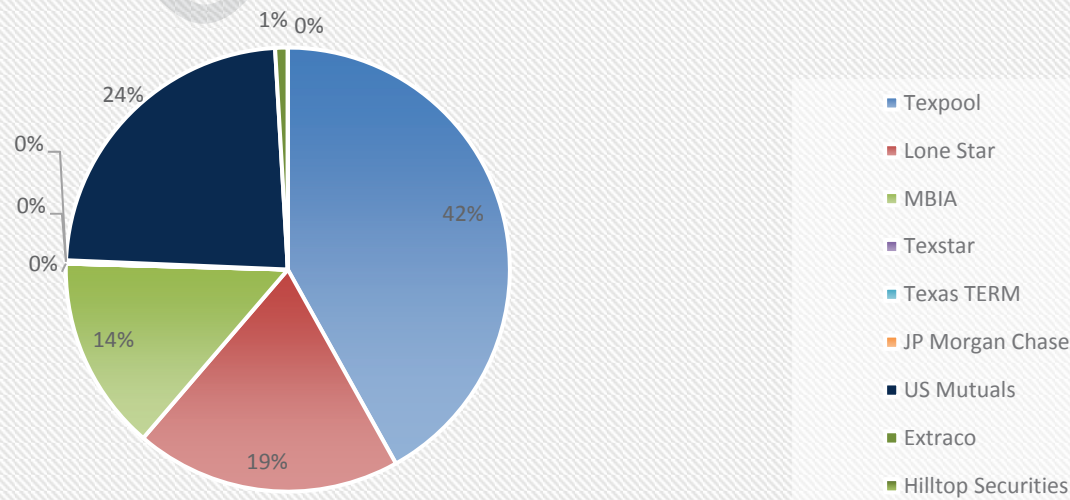
Portfolio Composition By Investment



Portfolio Composition By Fund



Interest Earned by Issuer



Waco Independent School District
CASH FLOW PROJECTIONS
For the Quarter Ended August 31, 2017

	September	October	August
Cash and Cash Equivalents, Beginning Balance	\$ 59,635,159	\$ 63,696,618	\$ 64,995,656
Tax Revenue	631,030	74,490	271,052
Investment Earnings Revenue	32,393	32,393	32,393
Other Local Revenue	768,945	507,757	694,862
State Revenue	14,213,720	12,480,865	7,688,831
Federal Revenue	2,742,151	2,680,995	3,431,208
Payroll Disbursements	(6,236,054)	(6,254,457)	(6,307,227)
Accounts Payable Disbursements	(8,090,725)	(8,223,005)	(6,704,303)
Cash and Cash Equivalents, Ending Balance	<u>\$ 63,696,618</u>	<u>\$ 64,995,656</u>	<u>\$ 64,102,472</u>

2015 Actual Tax Collections

	Current Year's Levy	Prior Years' Levy	Penalty & Interest	Total
September, 2015	\$ -	\$ 94,964	\$ 31,191	\$ 126,155
October	1,074,862	79,479	26,903	1,181,243
November	3,171,671	83,879	25,365	3,280,915
December	16,072,154	103,308	38,986	16,214,449
January, 2016	22,873,470	57,873	78,346	23,009,688
February	13,530,253	57,306	108,581	13,696,140
March	799,647	74,321	88,789	962,757
April	357,705	50,226	75,608	483,539
May	382,055	41,072	54,155	477,283
June	383,512	44,516	87,903	515,931
July	261,433	27,902	49,448	338,783
August	135,126	(16,689)	42,874	161,311
Total Collections	<u>\$ 59,041,887</u>	<u>\$ 698,157</u>	<u>\$ 708,150</u>	<u>\$ 60,448,194</u>

2016 Actual and Projected Tax Collections

	Current Year's Levy	Prior Years' Levy	Penalty & Interest	Total
September, 2016	\$ -	\$ 115,840	\$ 35,139	\$ 150,979
October	2,097,738	17,355	33,383	2,148,476
November	3,654,919	60,693	16,798	3,732,410
December	16,342,368	40,947	21,601	16,404,916
January, 2017	24,985,447	79,552	27,815	25,092,814
February	14,510,151	68,634	144,697	14,723,482
March	879,517	32,034	97,225	1,008,776
April	277,650	(5,076)	75,469	348,043
May	632,073	83,066	91,225	806,364
June	434,276	83,531	113,223	631,030
July	91,078	(59,056)	42,468	74,490
August	201,249	17,891	51,912	271,052
Total Collections	<u>\$ 64,106,466</u>	<u>\$ 535,411</u>	<u>\$ 750,955</u>	<u>\$ 65,392,832</u>

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: October 19, 2017

Contact Person: Sheryl Davis

RE: Monthly Financial Reports for the Period Ending September 30, 2017

=====

Background Information:

Attached are the compiled September 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

October 12, 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 September 30, 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 September 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

Waco Independent School District
BALANCE SHEET
GENERAL FUND
As of September 30, 2017

ASSETS

Cash and Temporary Investments	\$ 47,203,089
Property Taxes Receivable, Net of Allowance of \$1,066,491	1,297,614
Due from Other Governments	1,018,402
Accrued Interest	104,619
Due from Other Funds	1,920,469
Other Receivables	6,033
Inventories	153,999
Deferred Expenditures	467,185
Long-term Investments	6,998,540
Total Assets	<u>\$ 59,169,950</u>

LIABILITIES

Accounts Payable	\$ 1,730,829
Other Current Liabilities	-
Payroll Withholdings and Contributions Payable	1,011,989
Accrued Wages Payable	4,838,715
Due to Other Funds	3,260,162
Due to Other Governments	202,114
Unearned Revenue	-
Total Liabilities	<u>\$ 11,043,809</u>

DEFERRED INFLOWS OF RESOURCES

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

FUND BALANCES

Nonspendable Fund Balance	\$ 621,184
Committed Fund Balance	3,477,356
Assigned Fund Balance	1,462,109
Unassigned Fund Balance	41,267,878
Total Fund Balances	<u>\$ 46,828,527</u>
Total Liabilities and Fund Balances	<u>\$ 59,169,950</u>

Unaudited

Waco Independent School District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Period Ended September 30, 2017

GENERAL FUND										
		(Memo) Monthly			(Memo) Year-to-Date		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget	
		Current 9/30/2017	Prior Year 9/30/2016	Current 9/30/2017	Prior Year 9/30/2016					
		Adopted Budget	Amended Budget							
REVENUES										
LOCAL SOURCES										
5710	Local Property Taxes	\$ 58,155,762	58,155,762	29,521	123,592	29,521	123,592	(58,126,241)	0.05%	0.23%
5720	Services to Other Districts	100,984	100,984	8,069	6,849	8,069	6,849	(92,915)	7.99%	9.34%
5730	Tuition & Fees	177,000	177,000	30,377	24,773	30,377	24,773	(146,623)	17.16%	15.98%
5740	Other Local Revenue	6,191,910	6,191,910	61,812	35,535	61,812	35,535	(6,130,098)	1.00%	0.69%
5750	Extracurricular Activities	524,580	524,580	32,223	102,275	32,223	102,275	(492,357)	6.14%	20.70%
Total Local Sources		\$ 65,150,236	65,150,236	162,002	293,024	162,002	293,024	(64,988,234)	0.25%	0.49%
STATE SOURCES										
5810	Per Capita & FSP Act	\$ 66,052,240	66,052,240	13,662,230	13,674,505	13,662,230	13,674,505	(52,390,010)	20.68%	20.34%
5820	Other State Program (TEA)	-	-	-	-	-	-	-	0.00%	8.25%
5830	Other State Program	6,019,446	6,019,446	427,000	422,910	427,000	422,910	(5,592,446)	7.09%	94.92%
Total State Sources		\$ 72,071,686	72,071,686	14,089,230	14,097,415	14,089,230	14,097,415	(57,982,456)	19.55%	19.48%
FEDERAL SOURCES										
5900	Federal Sources Revenue	3,661,226	3,661,226	34,242	36,425	34,242	36,425	(3,626,984)	0.94%	0.98%
Total Revenues		\$ 140,883,148	140,883,148	14,285,474	14,426,864	14,285,474	14,426,864	(126,597,674)	10.14%	10.59%
EXPENDITURES										
11	Instruction	\$ 76,449,367	76,385,616	7,305,205	7,444,513	7,305,205	7,444,513	69,080,411	9.56%	9.98%
12	Instructional Resources & Media	898,008	898,008	75,014	85,054	75,014	85,054	822,994	8.35%	9.40%
13	Curriculum & Staff Development	3,856,543	3,856,543	261,380	274,380	261,380	274,380	3,595,163	6.78%	7.21%
21	Instructional Leadership	2,689,886	2,657,275	215,464	235,440	215,464	235,440	2,441,811	8.11%	8.40%
23	School Leadership	9,245,559	9,245,559	843,783	882,972	843,783	882,972	8,401,776	9.13%	9.48%
31	Guidance, Counseling & Evaluation	3,745,800	3,809,426	333,993	334,361	333,993	334,361	3,475,433	8.77%	9.12%
32	Social Work Services	912,675	912,675	64,490	70,893	64,490	70,893	848,185	7.07%	7.56%
33	Health Services	1,113,051	1,113,176	106,273	122,263	106,273	122,263	1,006,903	9.55%	10.73%
34	Student Transportation	3,546,386	5,485,171	74,011	(4,664)	74,011	(4,664)	5,411,160	1.35%	-0.09%
35	Food Services	-	-	-	-	-	-	-	0.00%	0.00%
36	Co/Extracurricular Activities	4,399,225	4,422,246	288,645	363,927	288,645	363,927	4,133,601	6.53%	8.19%
41	General Administration	4,988,253	4,987,644	338,333	477,111	338,333	477,111	4,649,311	6.78%	9.20%
51	Plant Maintenance & Operations	16,756,066	18,208,567	860,342	2,051,869	860,342	2,051,869	17,348,225	4.72%	9.19%
52	Security & Monitoring Services	2,239,732	2,279,453	151,854	145,714	151,854	145,714	2,127,599	6.66%	6.69%
53	Data Processing Services	2,593,316	2,797,915	612,781	137,042	612,781	137,042	2,185,134	21.90%	4.16%
61	Community Services	796,079	814,493	36,112	19,599	36,112	19,599	778,381	4.43%	2.91%
71	Debt Service	361,235	361,235	-	-	-	-	361,235	0.00%	0.00%
81	Facilities Acquisition & Construction	-	1,328,741	-	2,353	-	2,353	1,328,741	0.00%	1.44%
93	Shared Services Arrangements	440,000	440,000	-	-	-	-	440,000	0.00%	0.00%
95	Juvenile Justice Program	750,000	750,000	-	-	-	-	750,000	0.00%	0.00%
97	Payments to Tax Increment Fund	6,806,529	6,806,529	4,403	2,746	4,403	2,746	6,802,126	0.06%	0.05%
99	Other Intergovernmental Charges	746,760	746,760	180,351	170,148	180,351	170,148	566,409	24.15%	23.68%
Total Expenditures		\$ 143,334,470	148,307,032	11,752,434	12,815,721	11,752,434	12,815,721	136,554,598	7.92%	8.67%
Excess (Deficiency) of Revenues Over (Under) Expenditures		\$ (2,451,322)	(7,423,884)	2,533,040	1,611,143	2,533,040	1,611,143	9,956,924		
OTHER FINANCING SOURCES (USES)										
7900	Other Sources	-	-	18,000	-	18,000	-	18,000		
8900	Other Uses	(608,001)	(608,001)	-	-	-	-	(608,001)		
Total Other Financing Source (Uses)		\$ (608,001)	(608,001)	18,000	-	18,000	-	(590,001)		
Total Changes in Fund Balances		\$ (3,059,323)	(8,031,885)	2,551,040	1,611,143	2,551,040	1,611,143	10,582,925		
Fund Balances, Beginning		46,039,507	46,039,507			44,277,487	45,729,400	(1,762,020)		
Fund Balances, Ending		\$ 42,980,184	38,007,622			46,828,527	47,340,543	8,820,905		

Unaudited

Waco Independent School District
EXPENDITURES AND ENCUMBERED FUNDS BY FUNCTION AND MAJOR OBJECT
GENERAL FUND
For the Period Ended September 30, 2017

								(Memo)
		Payroll	Purchased &	Supplies &	Other	Debt	Capital	Total
		Costs	Contracted	Materials	Operating	Services	Outlay	Year-to-Date
		6100	6200	6300	6400	6500	6600	9/30/2017
								6000
								6000
11	Instruction	\$ 7,060,348	497,380	536,717	112,194	-	-	8,206,639
12	Instructional Resources & Media	71,059	34,525	16,339	-	-	-	121,923
13	Curriculum & Staff Development	253,628	258,231	10,274	25,096	-	-	547,229
21	Instructional Leadership	199,761	57,081	12,472	110,139	-	-	379,453
23	School Leadership	824,614	15,627	25,579	20,758	-	-	886,578
31	Guidance, Counseling & Evaluation	323,299	61,075	2,372	1,746	-	-	388,492
32	Social Work Services	56,601	174,658	3,259	849	-	-	235,367
33	Health Services	106,664	823	4,452	679	-	-	112,618
34	Student Transportation	-	2,379,309	31,026	1,156	-	1,313,677	3,725,168
35	Food Services	-	-	-	-	-	-	-
36	Co/Extracurricular Activities	199,315	116,348	145,848	239,048	-	359,000	1,059,559
41	General Administration	307,127	137,868	28,971	49,037	-	-	523,003
51	Plant Maintenance & Operations	600,822	1,813,945	492,963	5,708	-	163,932	3,077,370
52	Security & Monitoring Services	121,863	258,208	38,975	2,151	-	-	421,197
53	Data Processing Services	113,051	643,610	19,152	4,730	-	-	780,543
61	Community Services	27,075	308,359	1,506	689	-	-	337,629
71	Debt Service	-	-	-	-	-	-	-
81	Facilities Acquisition & Construction	-	-	-	-	-	825,505	825,505
93	Shared Services Arrangements	-	-	-	-	-	-	-
95	Juvenile Justice Program	-	-	-	711,920	-	-	711,920
97	Payments to Tax Increment Fund	-	-	-	4,403	-	-	4,403
99	Other Intergovernmental Charges	-	180,351	-	-	-	-	180,351
Total Expenditures & Encumbered Funds		<u>\$ 10,265,227</u>	<u>6,937,398</u>	<u>1,369,905</u>	<u>1,290,303</u>	<u>-</u>	<u>2,662,114</u>	<u>22,524,947</u>
								<u>21,222,382</u>

Unaudited

Waco Independent School District
BALANCE SHEET
CHILD NUTRITION FUND
As of September 30, 2017

ASSETS

Cash and Temporary Investments	\$ 2,280,187
Due from Other Governments	1,500,561
Due from Other Funds	-
Other Receivables	80,087
Inventories	<u>209,144</u>
Total Assets	<u><u>\$ 4,069,979</u></u>

LIABILITIES

Accounts Payable	\$ 380,389
Accrued Wages Payable	109,343
Due to Other Funds	375,819
Unearned Revenue	<u>102,884</u>
Total Liabilities	<u><u>\$ 968,435</u></u>

FUND BALANCES

Nonspendable Fund Balance	\$ 209,144
Restricted Fund Balance	<u>2,892,400</u>
Total Fund Balances	<u><u>\$ 3,101,544</u></u>
Total Liabilities and Fund Balances	<u><u>\$ 4,069,979</u></u>

Unaudited

Waco Independent School District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Period Ended September 30, 2017

CHILD NUTRITION FUND

			(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget
			Monthly		Year-to-Date				
Adopted Budget	Amended Budget		Current 9/30/2017	Prior Year 9/30/2016	Current 9/30/2017	Prior Year 9/30/2016			
REVENUES									
LOCAL SOURCES									
5740 Other Local Revenue	\$ 700	700	95	71	95	71	(605)	13.57%	10.14%
5750 Extracurricular Activities	799,365	799,365	70,275	85,269	70,275	85,269	(729,090)	8.79%	11.81%
Total Local Sources	\$ 800,065	800,065	70,370	85,340	70,370	85,340	(729,695)	8.80%	11.81%
STATE SOURCES									
5820 Other State Program (TEA)	\$ 53,700	53,700	654	-	654	-	(53,046)	1.22%	0.00%
Total State Sources	\$ 53,700	53,700	654	-	654	-	(53,046)	1.22%	0.00%
FEDERAL SOURCES									
5900 Federal Sources Revenue	\$ 9,215,214	9,215,214	986,209	1,018,394	986,209	1,018,394	(8,229,005)	10.70%	11.46%
Total Revenues	\$ 10,068,979	10,068,979	1,057,233	1,103,734	1,057,233	1,103,734	(9,011,746)	10.50%	11.42%
EXPENDITURES									
35 Food Services	\$ 10,068,979	10,068,709	295,769	313,316	295,769	313,316	9,772,940	2.94%	3.18%
Total Expenditures	\$ 10,068,979	10,068,709	295,769	313,316	295,769	313,316	9,772,940	2.94%	3.18%
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ -	270	761,464	790,418	761,464	790,418	761,194		
OTHER FINANCING SOURCES (USES)									
7900 Other Sources	-	-	-	-	-	-	-		
Total Other Financing Sources (Uses)	\$ -	-	-	-	-	-	-		
Total Changes in Fund Balances	\$ -	270	761,464	790,418	761,464	790,418	761,194		
Fund Balances, Beginning	2,703,573	2,703,573			2,340,080	1,760,148	(363,493)		
Fund Balances, Ending	\$ 2,703,573	2,703,843			3,101,544	2,550,566	397,701		

Unaudited

Waco Independent School District
EXPENDITURES AND ENCUMBERED FUNDS BY FUNCTION AND MAJOR OBJECT
CHILD NUTRITION FUND
For the Period Ended September 30, 2017

							<i>(Memo)</i>	
							Total	Total
							Year-to-Date	Year-to-Date
							9/30/2017	9/30/2016
							6000	6000
	Payroll	Purchased &	Supplies &	Other	Debt	Capital		
	Costs	Contracted	Materials	Operating	Services	Outlay		
	6100	6200	6300	6400	6500	6600		
35 Food Services	\$ 287,601	128,995	85,468	243	-	493,618	995,925	303,771
Total Expenditures & Encumbered Funds	<u>\$ 287,601</u>	<u>128,995</u>	<u>85,468</u>	<u>243</u>	<u>-</u>	<u>493,618</u>	<u>995,925</u>	<u>303,771</u>

Waco Independent School District
BALANCE SHEET
DEBT SERVICE FUND
As of September 30, 2017

ASSETS

Cash and Temporary Investments	\$ 3,142,534
Property Taxes Receivable, Net of Allowance of \$243,421	290,140
Due from Other Governments	1,503,442
Accrued Interest	10,112
Due from Other Funds	-
Total Assets	<u>\$ 4,946,228</u>

LIABILITIES

Accounts Payable	\$ -
Due to Other Funds	902
Due to Other Governments	-
Total Liabilities	<u>\$ 902</u>

DEFERRED INFLOWS OF RESOURCES

Unavailable Revenues - Property Taxes	<u>\$ 290,139</u>
Total Deferred Inflows of Resources	<u>\$ 290,139</u>

FUND BALANCES

Restricted Fund Balance	<u>\$ 4,655,187</u>
Total Fund Balances	<u>\$ 4,655,187</u>
Total Liabilities and Fund Balances	<u>\$ 4,946,228</u>

Unaudited

Waco Independent School District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Period Ended September 30, 2017

DEBT SERVICE FUND

	Adopted Budget	Amended Budget	(Memo)		(Memo)		Difference- Amended Budget to YTD Actual	CY YTD As % of Budget	PY YTD As % of Budget
			Monthly		Year-to-Date				
			Current 9/30/2017	Prior Year 9/30/2016	Current 9/30/2017	Prior Year 9/30/2016			
REVENUES									
LOCAL SOURCES									
5710 Local Property Taxes	\$ 11,474,184	11,474,184	6,748	27,387	6,748	27,387	(11,467,436)	0.06%	0.26%
5740 Other Local Revenue	1,132,950	1,132,950	4,445	1,481	4,445	1,481	(1,128,505)	0.39%	0.15%
Total Local Sources	\$ 12,607,134	12,607,134	11,193	28,868	11,193	28,868	(12,595,941)	0.09%	0.25%
STATE SOURCES									
5820 Other State Program (TEA)	\$ 380,507	380,507	-	-	-	-	(380,507)	0.00%	0.00%
Total State Sources	\$ 380,507	380,507	-	-	-	-	(380,507)	0.00%	0.00%
FEDERAL SOURCES									
5900 Federal Sources Revenue	-	-	-	-	-	-	-	0.00%	0.00%
Total Revenues	\$ 12,987,641	12,987,641	11,193	28,868	11,193	28,868	(12,976,448)	0.09%	0.23%
EXPENDITURES									
71 Debt Service	\$ 13,585,206	13,585,206	1,050	3,550	1,050	3,550	13,584,156	0.01%	0.03%
97 Payments to Tax Increment Fund	1,082,950	1,082,950	1,100	558	1,100	558	1,081,850	0.10%	0.06%
Total Expenditures	\$ 14,668,156	14,668,156	2,150	4,108	2,150	4,108	14,666,006	0.01%	0.03%
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (1,680,515)	(1,680,515)	9,043	24,760	9,043	24,760	1,689,558		
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)	9,043	24,760	9,043	24,760	1,689,558		
Fund Balances, Beginning	3,142,702	3,142,702			4,646,144	4,627,553	1,503,442		
Fund Balances, Ending	\$ 1,462,187	1,462,187			4,655,187	4,652,313	3,193,000		

Unaudited



Waco Independent School District Board of Trustees Special Meeting
Waco ISD Conference Center
115 S 5th Street
Waco, TX, 76701
Thursday, September 21, 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 Members Absent: None

III. CLOSED SESSION – President Atkins called the closed meeting to order at 7:30 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 7:30 p.m.

IV. AUDIENCE FOR GUESTS

- No one requested to speak.

V. DISCUSSION AND UPDATE

A. Presentation and discussion on AVID (Advancement Via Individual Determination)

- Robin Wilson, AVID Coordinator, gave the Board a brief overview on how AVID helps prepare students to be successful when enrolled in dual credit classes.

B. Report on fees paid to purchasing cooperatives for the 2016-2017 fiscal year

- No discussion on the line item.

C. Report on Purchases Over \$25,000

- No discussion on the line item.

D. Discussion and update on Lone Star Governance

1. Time Tracker

2. Dual Credit Summer update

3. End of year student certifications

- Dr. Scott McClanahan, Interim Executive Director of Secondary Curriculum and Instruction, stated that 134 students completed 203 summer classes at McLennan Community College, currently two students were expected to graduate high school in 2018 and simultaneously receive an associate degree from McLennan Community College. At a future board meeting Dr. McClanahan will give the Board an update on systems used to help students be successful at the college level. Donna McKethan,

Director of Career Technical Education (CTE), stated that there were 117 students who received a certified nursing certificate, and Greater Waco Advanced Health Care Academy has become a testing site. After a brief discussion, Mrs. McKethan would inform the Board of the different certifications Waco ISD offered.

E. Board Member Committees

VI. DISCUSSION AND POSSIBLE ACTION ON SEPTEMBER 21, 2017

A. Discussion and possible action to approve a backup submitter for access to Texas Education Agency (TEA) secure applications

- After a brief discussion Norman Manning moved, Cary DuPuy seconded, to approve Sheryl Davis, CFO, as the primary backup submitter designee for Texas Education Agency (TEA) secure environment applications. Motion passed 7-0.

B. Discussion and possible action to approve an interlocal agreement with the City of Waco for the Waco Independent School District channel

- After a brief discussion Stephanie Korteweg moved, Norman Manning seconded, to approve the interlocal cooperative agreement between Waco ISD and the City of Waco for the Waco ISD district channel. Motion passed 7-0.

C. Discussion and possible action on hiring of employees related to current administrators

- The line item was pulled from the agenda, no action was taken.

D. Discussion and possible action on Texas Association of School Boards Delegate

- After a brief discussion Cary DuPuy moved, Angela Tekell seconded, to retain Mr. Norman Manning as the delegate and Mr. Pat Atkins as the alternate for the annual TASB Delegate Assembly. Motion passed 7-0.

VII. DISCUSSION AND POSSIBLE ACTION FOR THE CONSENT AGENDA ON SEPTEMBER 28, 2017

A. Discussion and possible action to approve minutes.

- 1. July 20, 2017, Special Board Meeting Minutes**
- 2. July 27, 2017, Regular Board Meeting Minutes**
- 3. August 3, 2017, Special Board Meeting Minutes**
- 4. August 24, 2017, Board Workshop Minutes**
- 5. August 31, 2017, Regular Board Meeting Minutes**

- There was no discussion on the line item.

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

- The Board inquired on amendment #004. Sheryl Davis, CFO, stated that the projects were funded in 2016-17 and the funds had been committed to the projects.

C. Discussion and possible action to nominate candidates for McLennan County Appraisal District Board of Directors

- Board of Trustee Allen Sykes stated that every two years the taxing entities in McLennan County elect directors for the McLennan County Appraisal District Board. Each entity is entitled to nominate one candidate for each of the five positions to be filled. Mr. Sykes stated that he would be willing to continue to serve on the Board unless someone else requested to serve. After a brief discussion the Board agreed to submit by resolution the nomination of two candidates Allen Sykes and Mildred Watkins. The Board will take action on the resolution on September 28, 2017.

D. Discussion and possible action to approve Targeted Improvement Plans for Improvement Required (IR) campuses

- The Board inquired about several items on the Targeted Improvement Plans. Karmen Logan, Principal of Alta Vista, stated that staff at her campus meet with each grade level at both horizontal and vertical alignments, and interventions were targeted per student; Jacob Donnell, Principal of Crestview Elementary stated his campus uses the spiraling method to reteach; Julie Sapaugh, Principal of J. H. Hines, stated that her campus articulates learning; Alonzo McAdoo, Principal of Carver Middle School, stated that he offers instructional enrichment after school and on Saturdays.

E. Discussion and possible action to approve a Memorandum of Understanding between Waco ISD and the Health and Human Services Commission for a Foster Grandparent Program at Indian Spring Middle School

- No discussion on the line item.

F. Discussion and possible action to approve an Interlocal Agreement between Waco ISD and the Klaras Center for Families-Heart of Texas Region MHMR for Brook Avenue Elementary and G. W. Carver Middle, and Waco High Schools

- Dr. Robin McDurham, Assistant Superintendent of Student Services and Family Engagement, stated that the program would be a zero-cost to the District.

VIII. ADJOURNMENT

- The meeting adjourned at 9:06 p.m.

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: David Cartwright

RE: Discussion and possible action to approve amendments to the 2017-18 budget

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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 #006: Food Service Fund

This amendment will amend funds in from unassigned food service fund balance to cover costs for the new demonstration kitchen as well as serving line equipment at West Avenue Elementary School.

		<u>TEA Code Function Description</u>
Source of Funds:	\$350,531.00	Fund Balance
Use of Funds:	\$350,531.00	Food Service expenditure function
Fund Balance Effect	Decrease	

Amendment #007: Regional Day School Program for the Deaf

This amendment will reallocate budgeted funds for instructional leadership payroll benefits to extracurricular other professional services. 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:	\$5,517.00	Instructional Leadership expenditure function
Use of Funds:	\$5,517.00	Extracurricular expenditure function
Fund Balance Effect:	None	

Amendment #008: General Fund – Districtwide

This amendment will reallocate budgeted funds for payments to Tax Increment Fund for miscellaneous costs to other intergovernmental charges for Central Appraisal District services and general administration for property tax collection. The adjustment is required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

Source of Funds:	\$140,000.00	<u>TEA Code Function Description</u> Payments to Tax Increment Fund expenditure function
Use of Funds:	\$140,000.00	Other Intergovernmental Charges and General Administration expenditure functions
Fund Balance Effect:	None	

Fiscal Implications:

Amendment #006 decreases fund balance of the Food Service Fund by \$350,531.00.
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 # 006

DATE: 10/2/2017

98

David Cartwright
BUDGET COORDINATOR


CHIEF FINANCIAL OFFICER

BATCH:	JV/BCN:	DATE:
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AMENDMENT # 007

DATE: 10/4/2017

0.00

**BUDGET ADMINISTRATOR /
DEPARTMENT HEAD**

BUDGET COORDINATOR

CHIEF FINANCIAL OFFICER


BATCH:	JV/BCN:	DATE:
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AMENDMENT # 008

DATE: 10/6/2017

0.00

REASON FOR REQUEST: Amend funds from Payments to Tax Increment Fund to cover Central Appraisal District and tax collection fees.


CHIEF FINANCIAL OFFICER

BATCH:	JV/BCN:	DATE:
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Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: October 19/26, 2017 Contact Person: S. Trotts/R. Gomez

RE: Discussion and possible action to approve the bid award for the network operations center renovations

=====

Background Information:

Competitive Sealed Proposals, CSP # 17-1085, have been issued and opened for the purpose of soliciting a qualified contractor to perform renovations to the existing space within the current Technology Department as well as renovate the remaining 1800 sq. ft. which will house the District's new network operations center.

We received three (3) proposals for these services. After the Facilities and Maintenance department evaluated the proposals, it was determined that Flores Roofing & Construction, LLC offered the best value to the District and as such be recommended for this bid award.

This project was originally scheduled to be awarded in August but was pulled from the agenda so that the newly hired Chief Technology Officer and Assistant Superintendent of Operations could review the plans and bid specifications. As a result of the two-month extension, Flores Roofing and Construction has increased their pricing by 7 percent or \$30,908.75. Had the original points for pricing utilized the increased bid amount, it would have changed the points awarded to the other bidders and may have impacted the original evaluations. However, with the increase, Flores Roofing and Construction remains low bidder and staff is confident in recommending the contractor for award.

A Bid Tabulation and Evaluation Scoresheets are attached for your review.

Fiscal Implications:

The total cost of this project is \$ 471,033.75 and will come from funds committed by the Board of Trustees for this project.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve Flores Roofing & Construction, LLC as the awarded contractor for the network operation center renovations project, as presented.

CSP 17-1085
Network Operation Center Renovations
Pricing Worksheet

VENDORS	Barsh Company	Flores Roofing & Construction	HCS, Inc. Commercial General Contractor
Status:	SBE		SBE
Base Bid	\$ 519,300.00	\$ 440,125.00	\$ 554,000.00
Scoresheet points will be distributed based on total price			
Flores = \$440,125 = 35 points			
Barsh = \$440,125/\$519,300=84.75%*35=29.66 points			
HCS = \$440,125/\$554,000=79.445%*35=27.81 points			

Please Note: Due to the two (2) month extension in awarding this bid, and in light of the weather circumstances in Texas and Florida, which caused shortage of building materials, Flores Roofing and Construction has increased their price by 7%, bringing their total base price to \$ 471,033.75.

Combinded Evaluation Scoresheet
 CSP 17-1088
 Network Operations Center
 Renovations

CC

Evaluator's Name	Barsh	Flores	HCS, Inc.
Raul Gomez	86.00	87.00	85.81
Mike Tyra	75.66	76.00	75.81
Alexander Villanueva	84.66	85.00	83.81
Total # of Points	246.32	248.00	245.43
Average Score	82.11	82.67	81.81
Rank	2	1	3

CSP # 17-1085
Network Operation Center Renovations - Evaluation
Scoresheet

CRITERIA:	Max Score	Barsh	Flores	HCS, Inc.
Price <i>(low proposer receives maximum points; remaining vendors receive a percentage of the maximum based on ratio to low bid)</i>	35	29.66	35.00	27.81
Financial Capacity in Relation to Size and Scope of Project	5	4.00	0.00	5.00
Experience and Reputation				
▶ Experience doing business with Waco ISD	3	2.00	0.00	2.00
▶ Experience doing this type of work	20	16.00	19.00	16.00
▶ Experience doing business with other school districts	3	3.00	0.00	3.00
Quality of Goods or Services				
▶ Based on external references	20	18.00	19.00	18.00
Safety Record	3	3.00	3.00	3.00
Adequacy of Staffing	5	5.00	5.00	5.00
Other Relevant Factors Specifically Listed in the Request for Bids, Proposals, or Qualifications (list, if applicable)				
▶ Provide requested number of copies of response	2	2.00	2.00	2.00
▶ Attendance at Pre-Bid Meeting	4	4.00	4.00	4.00
Total	100	86.66	87.00	85.81
* Points were distributed base on the base bid				
** Flores did not turn in financial statement, therefore did not receive points				
R.Rolando Gomez				
Evaluator:				

CSP # 17-1085
Network Operation Center Renovations - Evaluation
Scoresheet

CRITERIA:	Max Score	Barsh	Flores	HCS, Inc.
Price (low proposer receives maximum points; remaining vendors receive a percentage of the maximum based on ratio to low bid)	35	29.66	35.00	27.81
Financial Capacity in Relation to Size and Scope of Project	5	4.00	0.00	5.00
Experience and Reputation				
▶ Experience doing business with Waco ISD	3	3.00	0.00	3.00
▶ Experience doing this type of work	20	11.00	11.00	10.00
▶ Experience doing business with other school districts	3	3.00	0.00	3.00
Quality of Goods or Services				
▶ Based on external references	20	12.00	18.00	14.00
Safety Record	3	3.00	3.00	3.00
Adequacy of Staffing	5	4.00	3.00	4.00
Other Relevant Factors Specifically Listed in the Request for Bids, Proposals, or Qualifications (list, if applicable)				
▶ Provide requested number of copies of response	2	2.00	2.00	2.00
▶ Attendance at Pre-Bid Meeting	4	4.00	4.00	4.00
Total	100	75.66	76.00	75.81
* Points were distributed base on the base bid				
** Flores did not turn in financial statement, therefore did not receive points				
Evaluator: Mike Tyra 8/8/17				

Network Operation Center Renovations - Evaluation Scoresheet

CRITERIA:	Max Score	Barsh	Flores	HCS, Inc.
Price (<i>low proposer receives maximum points; remaining vendors receive a percentage of the maximum based on ratio to low bid</i>)	35	29.66	35.00	27.81
Financial Capacity in Relation to Size and Scope of Project	5	4.00	0.00	5.00
Experience and Reputation				
► Experience doing business with Waco ISD	3	3.00	0.00	3.00
► Experience doing this type of work	20	17.00	19.00	17.00
► Experience doing business with other school districts	3	3.00	0.00	3.00
Quality of Goods or Services				
► Based on external references	20	14.00	19.00	14.00
Safety Record	3	3.00	3.00	3.00
Adequacy of Staffing	5	5.00	3.00	5.00
Other Relevant Factors Specifically Listed in the Request for Bids, Proposals, or Qualifications (<i>list, if applicable</i>)				
► Provide requested number of copies of response	2	2.00	2.00	2.00
► Attendance at Pre-Bid Meeting	4	4.00	4.00	4.00
Total	100	84.66	85.00	83.81
* Points were distributed base on the base bid				
** Flores did not turn in financial statement, therefore did not receive points				
Evaluator: Alexander Villanueva				

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: S. Trotts/L. Carpenter

RE: Discussion and possible action to approve the renewal of the bid for theatre and fine arts supplies, equipment, repairs and services

=====

Background Information:

Request for Proposal, RFP # 16-1063, had been previously been opened and awarded for the purpose of creating a list of approved vendors from which the Fine Arts Department can purchase supplies, equipment, repairs and services on an as needed basis. We received seventy-one responses to this bid. The list of vendors is attached for your review. All valid responses were accepted, therefore, no evaluation score sheets are attached.

This bid will expire October 31, 2018, with two (2) additional one (1) year renewal periods. The District reserves the right to issue supplemental bids at the end of each renewal period, if additional vendors are needed. The current list of vendors has been sufficient this past year; therefore, a supplemental bid was not issued.

Fiscal Implications:

The cost of these supplies will be charged to the appropriate campus/department budget.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the renewal of vendors on the theatre and fine arts supplies, equipment, repairs and services bid, as presented.

16-1063
Theatre and Fine Arts Supplies,
Equipment, Repairs and Services

Participant Name	Address	City	State	Zip
A V Pro, Inc.	315 North I-35E	DeSoto	TX	75115
Asel Art Supply	2701 Cedar Springs	Dallas	TX	75201
Award Specialty	431 Lake Air	Waco	TX	76710
Azbell Electronics	1813 Speight Avenue	Waco	TX	76706
B & H foto & Electronics Corp	420 Ninth Avenue	New York	NY	10001
Barbizon Light of Texas	2225 W. Beltline Rd Suite 309	Carrollton	TX	75006
Batteries Plus Bulbs	4300 W. Waco Drive	Waco	TX	76710
Batts Audio, Video & Lighting	4101 S. State Hwy 91	Denison	TX	75020
Blackerby Violin	1111 Anderson Lane	Austin	TX	78757
BMI Supply	571 Queensbury Avenue	Queensbury	NY	12804
Brazos Media Technologies	3617 Franklin Avenue	Waco	TX	76710
Carolyn Nussbaun Music Co	625 Digital Drive Ste 300	Plano	TX	75075
Costumes by Dusty Inc.	324 Exchange Dr	Arlington	TX	76011
Eldridge Plays & Musicals	PO Box 4904	Lancaster	PA	17604
Fred J. Miller	8765 Washington Church Rd	Miamisburg	OH	45342
Golden D'or Fabrics	10795 Harry Hines	Dallas	TX	75220
Hillje Music Center	3703 Colony Dr.	San Antonio	TX	78230
INTERACTIVE EDUCATIONAL VIDEO, LLC	PO Box 4582	Chesterfield	MO	63006
Interstate Music	13819 W. National Avenue	New Berlin	WI	53151
J.W. Pepper & Son, Inc.	7459 Airport Freeway	Richland Hills	TX	78118
Leapin' Leotards Ltd	5320 Gulfon Suite 1	Houston	TX	77081
Lisle Violin Shop	4510 Burke Rd	Pasadena	TX	77504
Lone Star Percussion	10611 Control Place	Dallas	TX	75238
Luck's Music Library	32300 Edward	Madison Heights	MI	48071
Lula-Bells, LLC	175 Enterprise Pkwy	Boerne	TX	78006
M & D Music	PO Box 341	China Spring	TX	76633
Master Audio Visual, Inc.	2135 Gilmer Rd	Longview	TX	75604
McCormick's	PO Box 577	Arlington Heights	IL	60006
Music & Arts Center	4949 Sharp St. Ste 104	Dallas	TX	75247
MUSIC IN MOTION	1601 E PLANO PKWY #100	PLANO	TX	75074
National Educational Music Ctr	1181 Route 22 East	Mountainside	NJ	07092
National Stage Equipment Company	P.O. Box 429	Lorena	TX	76655
Norcostco, Inc	1231 Wycliff Avenue	Dallas	TX	75207
Nye & Associates	PO Box 23610	Waco	TX	76702
Pender's Music Company	314 S ELM ST	DENTON	TX	76201
Performing Arts Supply	6115 Milwee	Houston	TX	77092
Peripole, Inc	PO Box 12909	Salem	OR	97309
Plank Road Publishing	PO Box 26627	Wauwatosa	WI	53226
Playscript	7 Penn Plaza, Suite 904	New York	NY	10001
Praise Hymn Fashions	2427 Franklin Drive	Mesquite	TX	75150
Pro Sound Inc	8812 Grow Drive	Pensacola	FL	32514
QTI	300 S. Valley Mills Drive	Waco	TX	76710
RBC Music Co. Inc.	PO Box 29128	San Antonio	TX	78229

16-1063
Theatre and Fine Arts Supplies,
Equipment, Repairs and Services

Participant Name	Address	City	State	Zip
Rhythm Band Instruments, LLC	PO Box 126	Fort Worth	TX	76101
Romeo Music	136 Levee Place	Coppell	TX	75019
School Outfitters	3736 Regent Avenue	Cincinnati	OH	49212
Service Shade Shop	10104 Huebner Road	San Antonio	TX	78240
Stage Accents	234 Industrial Parkway	Northvale	NJ	07647
StageLight, Inc.	3355 W. 11th	Houston	TX	77008
StageRight Corporation	495 Pioneer Parkway	Clare	MI	48617
Steinway Piano Gallery	12980 Research Blvd.	Austin	TX	78734
Steve Weiss Music	2324 Wyandotte Road	Willow Grove	PA	19090
Suzuki Music	PO Box 710459	Santee	CA	92072
Sweetwater Music Education	5501 US Hwy 30 W	Fort Wayne	IN	46818
Sweetwater Sound Inc	5501 US Hwy 30 W	Fort Wayne	IN	46818
Techland Houston	2420 Center Street	Houston	TX	77007
Terra Nova Violins	6983 Blanco Rd	San Antonio	TX	
Texas Scenic Company, Inc.	P.O. Box 680008	San Antonio	TX	78268
The Costume Closet	500 Homeplace	Fairview	TX	75069
The MT Pit	352 S. 500 E.	Salt Lake City	UT	84102
The Tuba Exchange	2411 South Alston	Durham	NC	27713
Theatrefolk	PO Box 1064	Crystal Beach	ON	L0S 1B0
Tote Unlimited	1401 South Sylvania Ave.	Fort Worth	TX	76111
Troxell Communications	1527 West State Hwy 114	Grapevine	TX	76051
Unit Sets, LLC	6371 Safe Haven Ln	Brownwood	TX	76801
Univeral Melody Services -Brook Mays Music - H & H Music	8605 John W. Carpenter Frwy	Dallas	TX	75247
Varsity Spirit Fashions	6745 Lennox Center Ct. Ste 300	Memphis	TN	38115
Washington Music Center	11151 VEIRS MILL RD	WHEATON	MD	20902
Weldon, Williams & Lick, Inc.	P.O. Box 168	Fort Smith	AR	72901
Wenger Corporation	555 Park Drive	Owatonna	MN	55060
West Music Company	1212 5th St	Coralville	IA	52241

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: S. Trotts/ K. Boatman

RE: Discussion and possible action to approve a Memorandum of Understanding between the City of Waco Police and the Waco ISD Police Departments for coordination of services

=====

Background Information:

The Waco ISD's Police Department (WISDPD) desires to enter into an agreement with the Waco Police Department (WPD) in an effort to coordinate services between both departments. The following areas have been identified where assistance and collaboration can be beneficial to both departments:

- Calls or sightings of children out of school during school hours
- Traffic crashes and enforcement
- Incidents at bus stops or off campus involving WISD Students
- Citations
- Transporting prisoners
- Incidents at WISD facilities during school hours
- Incidents at WISD facilities after school hours
- Training opportunities beneficial to both departments

This memorandum of understanding will be review annually by both parties and will remain in force until such time as one or both parties terminate this agreement.

Fiscal Implications:

There is no cost associated with this agreement.

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the memorandum of understanding between the WISD Police Department and the Waco Police Department for coordination of services, as presented.

MEMORANDUM OF UNDERSTANDING

WACO POLICE DEPARTMENT AND WACO ISD POLICE DEPARTMENT October, 2017

I. OPERATIONS

Calls or sightings of children out of school during school hours

WPD and WISDPD will work together in detaining the children and returning them to the proper campus. WISDPD will be the primary agency responding to this call for service. WPD may assist if needed. Responsibility for the call will be determined prior to the call being dispatched to WPD Officers. WPD Officers are to assume that if they receive a call concerning children out during school hours, there are no WISD Officers available to take the call.

Traffic Crashes and Enforcement

WISDPD will investigate all traffic crashes, which occur on WISD property between the hours of 7 a.m. to 5 p.m. on normal scheduled school days and during special events. WISDPD will investigate crashes on school property after 5 p.m. and on other than normal school days if a WISD officer is on the scene and not otherwise occupied with security functions. WPD will investigate all other crashes according to state law; this includes FSI and FSRA. WPD will provide crime scene or crash scene assistance as needed. WPD Officers will investigate crashes adjacent to WISD property during school hours. WISDPD will be made aware of traffic crashes involving buses transporting WISD students. In most cases, WISDPD can assist WPD Officers in the care of the students and in identifying students, arranging alternative transportation, notification of parents, etc. If a non-reportable bus crash or WISD fleet vehicle crash occurs during normal WISD hours, a WISDPD will conduct the investigation and make a report.

Incidents at bus stops or off campus involving WISD students

WPD will respond to calls concerning students at bus stops and other locations involving WISD students. WISDPD will be made aware of the call and, if available, respond to assist WPD Officers; however the primary unit will be the WPD Officer dispatched.

Citations

Traffic citations and any other Class C citation issued by WISDPD may be processed through Municipal Court.

Transporting prisoners

WPD and WISDPD will be responsible for transporting their own prisoners. Either department may assist as the secondary unit if a unit is available.

II. INVESTIGATIONS

Incidents at WISD facilities during school hours

WISD will respond to and follow-up on calls for service which occur on their facilities between the hours of 7 a.m. to 5 p.m. on normal school days. This includes follow-up of all criminal incidents. Either department may be called upon to assist the other if the situation requires a level of expertise or equipment, which is not immediately on hand by the requesting department. In these incidents on **WISD** property, the WPD officer will act as an assisting Officer and the WISDPD Officer is the primary officer.

Incidents at WISD facilities after school hours

WPD Officers will be dispatched and will make a report if appropriate, for calls for service which occur on **WISD** facilities during all hours other than 7 a.m. to 5 p.m. Monday thru Friday on normal school days if a **WISDPD** Officer is unavailable. If the incident requires a follow-up investigation, cases will be forwarded to **WISDPD** for follow-up.

III. ADMINISTRATIVE

Exceptions

Exceptions may be made as necessary and as agreed upon by both Chiefs of Police.

Notification

WPD will notify designated WISDPD staff of any serious incident(s) that occurred on WISD property and were reported to WPD. WPD communications will notify the WISDPD of any major event that occurs in the city of Waco that may have an impact on school campuses in the area.

Coordination of Effort

The WPD and WISD Chiefs will formally meet every 12 months to discuss and coordinate the operations of both departments.

Training

Both departments will share training opportunities which may be available and of interest to either department. Training expenses will be paid as appropriate and consistent with others attending the training.

Complaints

Citizen complaints received by either department will be forwarded to the appropriate Chief or his designee.

Review of this Memo of Understanding

This MOU will be reviewed annually as part of the review required for the Inter-local Agreement or at any other time it is deemed necessary by the Chiefs of either department.

Ken Boatman
Chief of Police
Waco Independent School District

Ryan Holt
Chief of Police
Waco Police Department

Date

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: Sheryl Davis

RE: Discussion and possible action to approve the list of qualified brokers authorized to engage in investment transactions with the District and local banks for the purchase of certificates of deposit

Background Information:

In accordance with the Public Funds Investment Act and Texas Government Code 2256.025, the governing body of an entity subject to this subchapter of the entity shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the entity. Brokers who wish to engage in investment transactions with the District are given a copy of the District's investment policy and are required to sign a statement to the effect that they have read the policy and will comply with said policy, as well as the Public Funds Investment Act. As necessary, the administration requires the broker to provide audited financial statements, proof of National Association of Securities Dealers (NASD) certification, and proof of state registration. The following brokers are presented for the Board's consideration:

Broker/Dealer	Location	Contact
Securities Broker/Dealer:		
Cantor Fitzgerald & Co.	Houston, TX	Kenneth Guillory
Coastal Securities, Inc.	Austin, TX	John Saragusa
Estrada, Hinojosa & Co. Inc.	Dallas, TX	U.S. Williams
FTN Financial	Austin, TX	John Saragusa
Hilltop Securities (USA Mutuals)	Austin, TX	Linda Callaway-Gusnowski
Investors Brokerage of Texas, Ltd. (CDARS)	Waco, TX	Randall Chenot
Oppenheimer & Co.	Dallas, TX	Daniel Roseveare
Raymond James & Associates, Inc.	Dallas, TX	Ron Calvos
RBC Capital Markets, LLC	San Antonio, TX	Robert (Dusty) Traylor
Stifel, Nicolaus & Company, Inc.	Austin, TX	Jim Stewart
Investment Pools (previously approved by the Board):		
Federated Investment Counseling (TexPool)	Houston, TX	Jerry Landrum & Denise Hamala
First Public, LLC (TASB Lone Star)	Austin, TX	Steve Orta
First Southwest- Hilltop Securities (TexSTAR)	Dallas, TX	Xochilt Perez
JPMorgan Asset Management (TexSTAR)	Dallas, TX	
PFM Asset Management, LLC (TexasTERM)	Austin, TX	Edward Polansky, Rachael Cammaci, Leslie Weaber
Public Trust Advisors, LLC (Texas CLASS)	Austin, TX	Danny King

In addition to investing in certificate of deposit programs through CDARS, TexasTERM, and USA Mutuals, the District invests with local banks. The following banks may be considered for the purchase of certificates of deposit:

Local Banks for Purchase of Certificates of Deposit:

Alliance Bank of Central Texas
American Bank
Bank of America
BBVA Compass Bank
Central National Bank
Community Bank and Trust
Extraco Banks (Depository)
First Community Bank
First National Bank, Central Texas

First National Bank, Main Branch
First National Bank, McGregor
Independent Bank
JPMorgan Chase Bank
National Bank
Synergy Bank
Texas First State Bank
Wells Fargo Bank

Approving the above lists does not require the District to invest any funds with these entities, but allows the District that option if it so chooses. Having this option available will assist the District in its efforts to obtain the best rate of return possible on District funds while maintaining liquidity and safety of principal.

Fiscal Implications:

None

Administrative Recommendation(s):

The Administration recommends the Board of Trustees approve the list of qualified brokers/dealers, including those for previously approved investment pools, authorized to engage in investment transactions with the District as well as the list of local banks for the purchase of certificates of deposit, as presented.

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: Sheryl Davis

RE: Discussion and possible action to approve independent Sources of Investment Officer Training

=====

Background Information:

In accordance with the Public Funds Investment Act and Texas Government Code 2256.008, the investment officers of a local government shall:

(1) attend at least one training session from an independent source approved by the governing body of the local government or a designated investment committee advising the investment officer as provided for in the investment policy of the local government and containing at least ten hours of instruction relating to the treasurer's or officer's responsibilities under this subchapter within twelve months after taking office or assuming duties; and

(2) In addition to the requirements of Subsection (1), the treasurer, or the chief financial officer if the treasurer is not the chief financial officer, and the investment officer(s) of a school district shall attend an investment training session not less than once in a two-year period that begins on the first day of the school district's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than eight hours of instruction relating to investment responsibilities under this subchapter from an independent source approved by the Board of Trustees of the school district, or by a designated investment committee advising the investment officer as provided for in the investment policy of the district.

The following independent sources of investment officer training have been or will be utilized by the District and are presented for Board consideration:

Government Finance Officers Association
Government Treasurers' Organization of Texas
Texas Association of School Administrators (TASA)
Texas Association of School Boards (TASB)
Texas Association of School Business Officials (TASBO)
Texas State University, Center for Public Service
Texas Education Agency/Education Service Centers (TEA/ESCs)
The University of North Texas, Center for Public Management

Fiscal Implications:

None

Administrative Recommendation(s):

The Administration recommends that the Board of Trustees approve the independent sources of investment officer training, as listed.

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: Sheryl Davis

RE: Discussion and possible action to approve investment policy and strategies as codified under Policy CDA (Local) – Other Revenues: Investments

=====

Background Information:

In accordance with the Public Funds Investment Act and Texas Government Code 2256.005(e), the governing body of an investing entity shall review its investment policy and strategies not less than annually. The governing body shall adopt a written instrument by rule, order, ordinance or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies.

The District's Investment policy and strategies as codified in Policy CDA (Local) – Other Revenues: Investments has been reviewed in conjunction with recent legislative activity. No legislation was enacted in the 85th session that would impact the local policy so it has been determined that no change in policy is required.

A copy of Policy CDA (LOCAL) is attached.

Fiscal Implications:

None

Administrative Recommendation(s):

The Administration recommends the Board of Trustees approve the resolution to adopt Policy CDA (Local) – Other Revenues: Investments with no changes.

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

INVESTMENT
AUTHORITY

The Superintendent or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

APPROVED
INVESTMENT
INSTRUMENTS

From those investments authorized by law and described further in CDA(LEGAL) under AUTHORIZED INVESTMENTS, the Board shall permit investment of District funds in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115.
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.013.
7. No-load money market mutual funds and no-load mutual funds as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.
9. Public funds investment pools as permitted by Government Code 2256.016.

SAFETY

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctuations by income received from the balance of the portfolio. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

INVESTMENT
MANAGEMENT

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

LIQUIDITY AND
MATURITY

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the District shall not exceed two years from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

DIVERSITY

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

MONITORING MARKET
PRICES

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done monthly or more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

MONITORING RATING
CHANGES

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

FUNDS / STRATEGIES

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

OPERATING FUNDS

The primary objective of investment strategies for operating funds is to ensure that anticipated cash flows are matched with adequate investment liquidity. Because the funds are pooled for investment purposes, the portfolio shall address the varying needs of all funds

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

in the pooled fund group. The highest quality securities shall be chosen to ensure preservation of principal, liquidity, and ultimate marketability in the case of needed liquidity. The secondary objective is to create a portfolio structure that will experience minimal volatility during economic cycles. Diversification shall be addressed by using different local government investment pools and by purchasing quality short- to medium-term securities that will complement each other in a ladder maturity structure. A cash flow analysis of these funds shall be used to determine any funds available for longer term investments. Investments shall be made in accordance with this cash flow analysis.

AGENCY FUNDS	Investment strategies for agency funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
DEBT SERVICE FUNDS	Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.
CAPITAL PROJECT FUNDS	Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.
ENTERPRISE FUNDS	Investment strategies for enterprise fund investments shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
SAFEKEEPING AND CUSTODY	The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.
BROKERS / DEALERS	Prior to handling investments on behalf of the District, brokers/dealers must submit required written documents in accordance with law. [See SELLERS OF INVESTMENTS, CDA(LEGAL)] Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the Financial Industry Regulatory Authority (FINRA).
SOLICITING BIDS FOR CD'S	In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

INTEREST RATE RISK	<p>To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.</p> <p>The District shall monitor interest rate risk using weighted average maturity and specific identification.</p>
INTERNAL CONTROLS	<p>A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:</p> <ol style="list-style-type: none">1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.2. Avoidance of collusion.3. Custodial safekeeping.4. Clear delegation of authority.5. Written confirmation of telephone transactions.6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.7. Avoidance of bearer-form securities. <p>These controls shall be reviewed by the District's independent auditing firm.</p>
ANNUAL REVIEW	<p>The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.</p>
ANNUAL AUDIT	<p>In conjunction with the annual financial audit, the District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.</p>

Waco Independent School District

Board of Trustees Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: Yolanda Williams

RE: **Discussion and possible action to approve the 2017-2018
District Improvement Plan**

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Background Information:

Waco ISD conducted a comprehensive needs assessment based on TAKS/STAAR performance, dropout rates, attendance rates, and data from the 2016 TAPR report. The 2017 TAPR report will not be released to districts until December 2017 or January 2018. The District Improvement Plan is a living document in which the goals, strategies, and evidence described will be monitored and adjusted as needed.

Additional data resources included the WISD Employee Opinion Survey, parental involvement surveys, campus needs assessments, federal and state programs guideline, district policy, and professional development assessment.

The draft may be found by following the link <http://www.wacoisd.org/botmeetings>.

Fiscal Implications:

None

Administration Recommendation(s):

Report only

Waco Independent School District

Board of Trustee Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: Yolanda Williams
Dr. Robin McDurham

RE: Discussion and possible action to approve the 2017-2018 Campus Improvement Plans

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Background Information:

Under the provisions of the Texas Education Code (TEC) Chapter 39 and the Elementary Secondary Education Act (ESEA) School Improvement Program, each campus must conduct a comprehensive needs assessment by analyzing a variety of data to identify areas of strength and need, and must develop a plan for improvement in the targeted areas of weakness. Both the campus and district monitor the progress of the implemented plans quarterly. The plans may be found by following the link <http://www.wacoisd.org/botmeetings>.

Fiscal Implications:

Funding to implement the Campus Improvement Plans is documented in the plan and is a coordination of local, state, and federal funding.

Administrative Recommendations:

The Administration recommends approval of the Campus Improvement Plans for 2017-2018.

Waco Independent School District
Board of Trustee Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: Elaine Botello

RE: Discussion and possible action to approve additional teacher appraisers to the 2017-2018 T-TESS Appraiser List

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Background Information:

The Board of Trustees approves staff designated to conduct teacher appraisals each school year. Waco ISD appraises teachers using the Texas Teacher Evaluation and Support System also known as T-TESS. The Waco ISD Board of Trustees approved several T-TESS appraisers in July 2017 and August 2017. As of October 12, 2017 the administrators (highlighted in yellow) on the attached 2017-2018 T-TESS appraiser list submitted proof of T-TESS appraiser certification to Human Resources.

Fiscal Implications:

none

Administrative Recommendations:

The administration recommends approval of the additional T-TESS appraisers as presented on the attached 2017-2018 T-TESS appraiser list.

2017-2018
T-TESS Appraisers

Alexander, Joseph
Allen, Thia
Atkins, Jillian
Barefield, Elijah
Beckham, Kandace
Botello, Elaine
Burgess, Donna
Cain, Margaret (Lisa)
Carpenter, Larry
Coleman, Tanya
Cox, Charles (Craig)
Corona, Isabel
Craytor, Samantha
Curtis, Larryl
Densmore, Kathy
Donnell, Jacob
Duncan, Ashley
Edison, Ricky
Ellis, Demetrius
Flentge, Amanda
Frasure, Lauren
Gifford, Paula
Guajardo, Diana
Haliburton, Francene
Hall, Lisa
Hamilton, Suzanne
Hannah, Rachel
Hardeman, Desiree
Helton, Lindsey
Henry, Marsha
Herring, Melody
Jackson, Anthony
Janek, Brad
Jenkins, John
Johnson, Jerry
Johnston, John
Jones, Janeigh
Kilgore, Kathleen
Kling, Larry
Kunz, Jennifer

Lackey, Adam
Lange, Erin
Latchison, Daphine
Lee, Shelby
Lee, Twana
Lenord, Deloz
Lloyd, Tarl
Logan, Karmen
Love, Ed
Lozano, Isabel
Lundquist, Jennifer
Matthews-Perez, Amy
McAdoo, Alonzo
McCall, Dale
McDurham, Robin
McKethan, Donna
Mechell, Rebekah
Nicholson, Stephanie
Parker, Rhonda
Pate, Dana
Pedrotti, Sarah
Phillips, Mary Nied
Philipp, Layna
Pritchard, Melissa
Rambo, Mathew
Rankin, Chris
Reese, Melissa
Sapaugh, Julie
Saxenian, Lisa
Scott, Tammy
Sharp, Jennifer
Sims, Debbie
Smith, Helen
Stewart, James
Stone, Vicki
Tankersley, Stephanie
Tinney, Troy
Torres, Jessica
Tresl, Laurie
Velasco, Elizabeth

Veloz, Diego
Weeks, John
Whitaker, Courtney
Williams, Yolanda
Wilson, Krystal

Waco Independent School District

Board of Trustees Meeting Agenda Item

Date: October 19/26, 2017

Contact Person: Israel Carrera

RE: Discussion and possible action to approve an interlocal cooperation agreement between McLennan County, Waco ISD, and the City of Waco pursuant to Chapter 791 of the Texas Government Code and to provide for and support that certain voter-approved Venue Project for land in and near the Heart of Texas Fair complex.

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Background Information:

The approximately 258 acres of land bounded by Bosque Boulevard, Lake Air Drive, New Road, and Cobbs Drive has a unique history of public ownership and use. The City, District, and County each own various parcels in this area, which is hereinafter referred to as the "Parent Tract: and use those parcels for public purposes. Over the years there have been various conveyances and exchanges between the Parties to benefit mutually beneficial public purposes. It is in furtherance of this long history of cooperation that the Parties have diligently worked toward this Agreement, which will allow for the development of the Venue Project that will substantially benefit the local economy by attracting visitors, and that will provide expanded opportunities for recreation to resident of the County.

Transfer of real property as set forth in interlocal agreement and any payment due to the City based on condemnation awards for taking of City land after any adjustments or offsets agreed to by the City and the District. Such adjustments and offsets will include the County's transfer of property to the City to accommodate City facility relocations-which is conditioned on the District's transfer of property to the County, and the District's execution of a Termination and Release of Sports and Recreational Complex Agreement dated March 18, 1977, concerning certain real property commonly known as the Hart-Patterson Track and Field Complex.

A copy of the agreement and related exhibits showing current ownership and proposed transfer of parcels is attached for your review.

Fiscal Implications:

Fiscal implications are unknown at this time. The proposed real property transfers are subject to compensation for lost facilities to substantially assist in the construction of new replacement facilities being successfully negotiated with the District. The parties are not required by the agreement to convey property unless negotiations are successful.

Administration Recommendations:

The Administration recommends that the Board of Trustees approve the interlocal cooperation agreement between McLennan County, Waco ISD, and the City of Waco as presented.

INTERLOCAL COOPERATION AGREEMENT
AMONG McLENNAN COUNTY, WACO INDEPENDENT SCHOOL DISTRICT,
AND CITY OF WACO

This Interlocal Cooperation Agreement (the “Agreement”) is entered into by and among McLennan County, Texas (hereinafter “County”), the City of Waco, Texas (hereinafter “City”), and the Waco Independent School District (hereinafter “District”), pursuant to Chapter 791 of the Texas Government Code and other applicable law. The County, the City, and the District are sometimes referred to herein as the “Parties”.

The County, City and District hereby agree to the terms set forth herein to (1) provide for and support that certain voter-approved Venue Project (hereinafter defined) proposed for land in and near the existing Heart of Texas Fair complex; (2) provide for the orderly transfer of interests in real property that are necessary to actually construct the Venue Project and related infrastructure and compensation therefore; and (3) provide for the cooperative maximization of the utilization of sports facilities constructed to replace sports facilities being lost for the Venue Project so that such facilities serve as additional venues for sporting events within and in support of the Venue Project at times when such use does not interfere with such Party’s use.

The Commissioners Court of the County previously adopted Resolution No. 2017-001 (the “Initial Resolution”) on January 17, 2017 making certain findings concerning the proposed planning, acquisition, establishment, development, construction, or renovation of a venue project relating to a new multipurpose arena and other adjacent support facilities, and any related infrastructure (the “Venue Project”) and to comply with Section 334.021, as amended, Texas Local Government Code (the “Act”). The Texas Comptroller of Public Accounts approved the Venue Project pursuant to the Act pursuant to a letter dated January 25, 2017. Thereafter, the Commissioners Court of the County ordered that a Venue Project election be held on May 6, 2017 pursuant to an Order No. 2017-001 adopted on February 7, 2017 (“Venue Project Election Order”). Finally, the Commissioners Court canvassed the returns of the Venue Project election on May 15, 2017 to confirm that the qualified voters of the County approved the Venue Project and the venue taxes supporting the Venue Project. The Initial Resolution and Venue Project Election Order are collectively referred to herein as the “Authorization”.

1. Background.

1.1 The Parent Tract. The approximately 258 acres of land bounded by Bosque Boulevard, Lake Air Drive, New Road, and Cobbs Drive has a unique history of public ownership and use. The City, District and County each own various parcels in this area, which is hereinafter referred to as the “Parent Tract”, and use those parcels for public purposes. Over the years there have been various conveyances and exchanges between the Parties to benefit mutually beneficial public purposes. It is in furtherance of this long history of cooperation that the Parties have diligently worked toward this Agreement, which will allow for the development of the Venue Project that will substantially benefit the local economy by attracting visitors, and that will provide expanded opportunities for recreation to residents of the County.

1.2. Current Ownership. The current ownership of the various parcels within the Parent Tract is roughly and approximately shown on the map attached hereto as Exhibit "A."

1.3. Venue Project. The County has proposed, and the qualified voters of the County have approved the Venue Project based upon the Authorization at the location of the Heart of Texas Fairgrounds and on surrounding property, and any related infrastructure and acquisitions. All Parties support the Venue Project.

1.4. Necessity of Ownership Changes. The proposed footprint of the portion of the Venue Project consisting of the expansion of the Heart of Texas Fair complex, including various improvements, requires the County to acquire land that is currently owned by the District, and on which District athletic facilities are located. In order to convey the land to the County, the District needs an alternative site within the Parent Tract for its facilities to be re-constructed. The only possible source of alternative sites near the District property is land owned by the City. Further, other land of the City is being sought for potential school purposes as a condition of the District's conveyance to the County. The City is willing to allow such land to be acquired by the District; however, in doing so the City will lose a frequently used and important baseball/softball field complex and challenger field which it would have to re-build on another parcel owned by the City within the Parent Tract. In order to provide sufficient area for this ball field complex to be re-built, this, in turn, will require the County to transfer certain land to the City.

Obtaining the land for the Venue Project in compliance with the Authorization is a necessity to move forward with the Venue Project. Again, this will result in both the District and the City losing certain sports/recreational facilities. Thus, providing compensation for the lost facilities is necessary to carry out the Venue Project and serves the public purposes thereof. Rather than seek condemnation of needed interests through eminent domain, which becomes more difficult when governmental entities are the landowners, the County desires to arrive at an agreed conveyance for an agreed consideration.

The basic concept plan showing the location of improvements and the proposed post-cooperative-transfer ownership of parcels, with roughly drawn and estimated boundaries, is attached hereto as Exhibit "B." It is important to note that certain elements of the concept plan may change and that the attachments, both as to current and future ownership, and as to the exact location of improvements, are preliminary approximations and are subject to further review. The process of finalizing the acquisitions and conveyances necessarily will require a significant amount of additional work to identify with specificity the land transactions necessary and the exact location for the new improvements.

2. Surveying. As an initial matter before any conveyance or acquisition takes place, significant surveying work will be required. Survey services will be needed to (1) locate current boundaries where necessary; (2) create the property descriptions for certain properties to be conveyed or acquired; and (3) create a subdivision plat (or plats, current and amended) covering the properties of the Parties within the Parent Tract. The scope and order of the services to be procured remains to be determined. It is necessary to promptly obtain initial consulting and planning for the surveying work. The Parties agree that the best course of action would be to use one surveying firm for consistency and economies of scale. Therefore, the District, City and County agree that the County will engage a single surveyor to perform the surveying services necessary to carry out this Agreement. To the extent actually and lawfully available, the survey

costs will be paid out of the Venue Project Fund controlled and owned by the County. The Parties agree to jointly participate in the cost of the surveying, if any, for which funding is not available from the Venue Project Fund, with each Party paying a one-third share of any such amount. If the City and District are required to participate in the surveying costs, and such expenditures are eligible for reimbursement from the Venue Project bond proceeds or other available funds in the Venue Project Fund, the County will pay to the City and District each Party's expenditures for the joint surveying.

The survey process is envisioned to consist of two phases. The first phase being to verify the boundaries of the tracts as they currently exist. After the design phase for the Venue Project is completed and it is clear where all improvements are to be located and the space needed for such improvements has been verified, the second phase of the surveying will involve the actual survey work necessary to accomplish the necessary real property transfers.

3. Real Property Transfers.

3.1 Transfers. Conveyances (or other transfers) of land will be made by the City, District, and County based on the surveys conducted and the subdivision plat, or subdivision plat, as amended. For illustration, using the approximated current ownership shown on Exhibit "A", the following transactions would take place:

- a) the area(s) identified as I-Tract 11 and L-Tract 13 will be conveyed by the District to the County;
- b) the area(s) identified as X-Tract 22, and the majority of R-Tract 18, T-Tract 18, and Q-Tract 18 will be conveyed by the City to the District; and
- c) part of J-Tract 13 will be conveyed by the County to the City.

Conveyances from the City to the County will contain the following reversionary clause:

The property conveyed herein shall be used for the Heart O' Texas Fair and Fairgrounds purposes, Venue Project purposes, or other public purposes jointly approved by the City of Waco and the County, and if used for other non-approved purposes, title to the property is subject to reversion to the City of Waco; however, any such reversion cannot take place while any bonds or other indebtedness issued by the County for improvements on the property remain outstanding.

City agrees that the intended purposes of the Venue Project are within the approved uses of the properties.

3.2 Consideration.

- a) Consideration from the County for property transferred to it: Transfer of real property as set forth above and additional consideration for loss of facilities in the form of funding to be used in the construction of new City and District facilities from lawfully authorized funds, as negotiated.

b) Consideration from the City for property transferred to it: Transfers of real property as set forth above.

c) Consideration from the District for property transferred to it: Transfers of real property as set forth above and any payment due to the City based on condemnation awards for the taking of City land after any adjustments or offsets agreed to by the City and the District. Such adjustments and offsets will include the County's transfer of property to the City to accommodate City facility relocations-which is conditioned on the District's transfer of property to the County, and the District's execution of a Termination and Release of Sports and Recreational Complex Agreement dated March 18, 1977, concerning certain real property commonly known as the Hart-Patterson Track and Field Complex.

3.3 Title. Each Party to this Agreement represents and covenants that it is the sole owner of fee title to the land that it is to convey or transfer under this Agreement, that no liens exist on the land that it is to convey or transfer under this Agreement, and that it has authority to convey or transfer the land that it is to convey or transfer under this Agreement. Land to be transferred by the City to the District will go through a condemnation process due to applicable legal requirements—but the City does not object to such acquisition as it is in the best interest of the City and the public. The District will also be responsible for any hearing required by Chapter 26 of the Texas Parks & Wildlife Code.

4. Negotiation. The County understands that the proposed real property transfers addressed above are subject to compensation for lost facilities to substantially assist in the construction of new replacement facilities being successfully negotiated with the District and the City. The Parties agree to start negotiations as soon as possible after the execution of this Agreement by all Parties. Nothing herein is intended to waive the County's power of eminent domain. Negotiations shall not delay the survey process. The parties are not required by this Agreement to convey property unless negotiations are successful. The Parties understand that a more comprehensive Interlocal Agreement will be entered into if negotiations are successful.

5. Cooperative Use. The Parties further agree to separately work toward reaching agreements and putting a program in place to maximize the use of facilities so that any replacement facilities of the District or City may be used during agreed times to serve the public purposes of the Venue Project.

6. Governing Law and Venue. The laws of the State of Texas shall govern this Agreement, except where clearly superseded by federal law. Venue of any dispute shall be in a court of competent jurisdiction in McLennan County, Texas.

8. Entire Agreement. This Agreement supersedes and constitutes a merger of all prior oral and/or written agreements and understandings of the parties on the subject matter of this Agreement and is binding on the parties and their legal representatives, receivers, executors, successors, agents and assigns.

9. Amendment. Any amendment of this Agreement must be by written instrument dated and signed by all Parties.

10. Severability. No partial invalidity of this Agreement shall affect the remainder unless the public purpose to be served hereby is so greatly diminished thereby as to frustrate the object of this Agreement.

11. Waiver. No waiver by either Party of any provision of this Agreement shall be effective unless in writing, and such waiver shall not be construed as or implied to be a subsequent waiver of that provision or any other provision.

12. Authority. The signatories hereto have the authority and have been given any approvals necessary to bind by this Agreement the respective Parties for which they sign.

13. Multiple Counterparts. The signature pages to this Agreement may be executed by the Parties hereto, as the case may be, in separate counterparts. Facsimile signatures and signature pages provided in the form of a “.pdf” or similar imaged document transmitted by electronic mail shall be deemed original signatures for all purposes hereunder.

[The remainder of this page intentionally left blank.]

EXECUTED this _____ day of _____, 2017.

CITY OF WACO, TEXAS

By: _____

Its: Mayor

ATTEST:

Esmeralda Hudson, City Secretary

APPROVED AS TO FORM & LEGALITY:

Jennifer Richie, City Attorney

MCLENNAN COUNTY

By: 
Scott M. Felton, County Judge 10/03/17

ATTEST:

County Clerk or Deputy Clerk

WACO INDEPENDENT SCHOOL DISTRICT

By: _____
Its: President, Board of Trustees

Attest:

Board Secretary

