

AGENDA ANALYSIS
January 7, 2008

I. & II. Self explanatory

III. Routine Matters

A. Minutes and Bills:

1. Minutes: (pg.)

Enclosed in your board book are the minutes from the regular board meeting held on Monday, December 10, 2007. We need to approve the minutes of the previous meeting.

2. Approval of Bills: (pg.)

I am recommending that the bills be paid as presented. If you have questions or concerns about a bill, please contact Kathie at the business office.

B. Monthly Financial & information items: (pg.)

Please review the financial and information in all categories.

IV. New Business/Action Items:

A. 1. Financial Audit for 2006-2007 School Year. (included in packet)

Mr. Jim Kingery, our auditor, will present the board with the official audit. The report shows no specific findings or corrective actions needed at this time. We have provided you a copy of the audit in advance for your review. The main page to review will be C-3 which contains a general overview of all the revenues, expenditures and fund balance for the specific school year. Mr. Kingery will be able to answer any questions you may have about the audit or how we arrived at the figures.

A. 2. Annual Performance Report for the 2006-2007 School Year. (Packet)

Mrs. Adams will present the annual performance report required by the Texas Education Agency. The report is required to allow the board and the public to review and make public all the testing data and results from each of the campuses and the district as a whole. The report will be made available to the public after the board approves the document.

A. 3. Waiver for early dismissal days for the 2008-09, 2009-10 school years.

This waiver allows school districts to conduct for less than seven hours per day for a total of six days of student instruction. These days may be used for additional training in educational methodologies and /or provide time to meet the needs of students and local communities. The district is working on the 08-09 school calendar and must have approval to include the six early release days on the calendar. The district site base committee has met and approved the early release days and is recommending the release days for board approval.

A. 4. Designating funds from Undesignated Fund Balance for Capital Projects.

I am recommending that we designate \$4,000,000.00 of our current Undesignated Fund Balance to Capital Projects Fund. This transaction just sets money aside in the fund balance and lowers the amount of district fund balance that is looked at by the agency. The board can designate and un-designate funds in the district's fund balance at any time. I have visited with Mr. Kingery about designating these funds and he is in complete agreement and if needed can explain the value of such a designation.

A. 5. New Hire Fingerprinting Fee.

The state has implemented a fingerprinting fee required for all new employees hired after January 1, 2008. The estimated cost is about \$50.00 per person for the finger printing. Another factor is that Lubbock and Midland are the only two places available for the finger printing process. I am not so concerned about new teachers because they will have to have the finger printing done through their respective colleges or universities, but I am concerned about our substitute lists. We may not be able to get new subs or keep subs because of the initial cost and difficulty in getting finger printed. Individuals must make an appointment and must be able to pay by credit card when the appointment is made. I just think that individuals will not have the funds or will not go through the hassle of the finger printing process. We may want to consider the district picking up the tab for the cost of finger printing in order to maintain an adequate number of substitutes available to the district. Individuals will not be able to sub if they have not been finger printed and results returned to the district.

A 6. Accept or reject bids for new district vehicles.

All the bids should be in by 4:00 p.m. on Tuesday, January 1, 2008. We will review the bids received on Thursday, January 3, 2008, and have a recommendation either in the board packet or for you at the board meeting on Monday, January 7, 2008. We have received bids from Shamrock Chevrolet, All American Chevrolet, Caldwell Chevrolet and Mustang Country Chevrolet. We hope that our local dealer will come in with a good bid and we can buy local if at all possible.

A 7. Close out unused funds.

The two funds have not been used in several years and are still on our books. We currently do not have plans to use or activate these funds in any way. The board can close these funds and we can move these dollars into the general fund. The employee claims account # 753 was set up for the district during the time following the death of three district teachers. All funds have been expended that are required to be expended. The other account #711 is the TV Studio account used to handle and track the sale of video tapes made of various events by the TV studio. We currently do not plan to sell video tapes to individuals with our current type of programming. I am recommending to the board to close these two accounts.

A. 8 Contribution to Local Stock Show.

The board raised the contribution level last year from \$15.00 to \$20.00 per student. In years past the school has always contributed to Denver City student participants showing animals in the Yoakum County Stock Show. I see no reason for the district not to contribute again this year. I am recommending that we continue the \$20.00 contribution per student for the 2008 stock show.

A. 9. Transportation costs per mile.

The district calculates the cost of transportation per type of vehicle used in transporting students and district staff. This calculation includes the cost of fuel, insurance, maintenance, repair, driver and purchase upgrades. The district has not adjusted the re-class travel cost per program since 1993. Re-class travel is what is charged to each specific program for transportation travel. We are making this adjustment and are aware that programs will be over for what they have budgeted for the 07-08 school year. These new calculations will help staff in planning and in making new budgets for the 08-09 school year.

A. 10. Property Casualty, Fleet and Liability Insurance.

I am including a copy of the renewal proposal for our property casualty insurance. Surprisingly, we are seeing a dramatic decrease in the cost of the coverage from previous years. We have worked with the PIA for several years and are very satisfied with their coverage and service. We are recommending that we continue using PIA for our Insurance coverage. Our current coverage expires on 1-27-08.

B. 3. Superintendent's Contract.

The board has had an opportunity to evaluate the superintendent's job performance and the impact on the local district. I hope that my performance and service to the district has been satisfactory and in line with what the board envisions for the district. I have been on a three year contract and if I am doing what the board wants me to do then I would like the board to extend my contract one more year and continue to make it a three year contract. My salary situation is up to the Board of Trustees.

B. 4. Evaluation of Principals and Administrators.

I will review with you the evaluations of all the current principals and administrators in the district. When you review the evaluation, you will notice that I am pleased with the current progress that has been made under a new leadership style. I have noted the specific areas that need to be addressed on each campus or administrative area. My recommendation is to extend the contracts of all campus principals and administrators in the district.

V. Superintendents Report

A. 1. Wind generation project for DCISD.

A. 2. Roofing projects are still in progress on various buildings in the district. This is an ongoing process and we are using some outside help but are also doing some of the simple things ourselves.

A. 3. Baseball field is almost complete with some minor projects to finish up prior to the beginning of the season. We still have to pour some concrete for the batting cages as one of the last things to complete.

A. 4. High School plumbing project has been completed and we hope that we do not have to work on some of the remaining lines.

VI. Future Business

Board Meeting – February 11, 2008

Administrator's Contracts

Campus administrators' presentation of staff members