

Agenda of Regular Meeting

The Board of Trustees Lake Travis Independent School District

A meeting of the Board of Trustees of Lake Travis Independent School District will be held January 28, 2010, beginning at 6:00 PM in the Educational Development Center, Live Oak Room, 607 RR 620 North, Austin, Texas 78734.

The subjects to be discussed or considered, or upon which any formal action may be taken are listed below. Items do not have to be taken in the order shown on this agenda.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

If, during the course of the meeting covered by this agenda, the Board should determine that a closed session of the Board should be held or is required in relation to any item included on this agenda, then such closed session as authorized by Section 551.001 et seq of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this agenda or as soon after the commencement of the meeting covered by this agenda as the Board may conveniently meet in such closed session concerning any and all subjects and for any and all purposes permitted by Sections 551.071 – 551.084, inclusive, of the Open Meetings Act.

1. Call To Order
2. Quorum Determination
3. Closed Session - Trustees will adjourn into Closed Session as permitted by the Texas Government Code Section 551.001 et. seq.
 - A. Section 551.071 - Consultation with Attorney
 1. The Board will discuss and receive legal advice from its attorney on matters which should be confidential under Texas Government Code Section 551.071(2).
 2. The Board will discuss and receive legal advice from its attorney regarding pending litigation under Texas Government Code Section 551.071(1).
 - a. Marble Falls Independent School District v. Scott, et.al., Case No. 03-07-00576-CV, in the Third Court of Appeals of the State of Texas
 - B. Section 551.072 - Deliberation regarding Real Property

1.	The Board will discuss the purchase, exchange, lease, or value of real property. (This may involve consultation with attorney as permitted under Section 551.071.)	
C.	Section 551.074 - Personnel Matters	
1.	The Board will discuss the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of public employees or officials. (This may involve consultation with attorney as permitted under Section 551.071.)	
D.	Section 551.0821 - Personally Identifiable Information About Public School Student	
1.	The Board will deliberate a matter regarding a public school student and personally identifiable information about the student will necessarily be revealed by the deliberation.	
4.	Academic Excellence Indicator System Public Hearing - 6:30 p.m.	4
5.	Pledge of Allegiance and Moment of Silence - approximately 7:00 p.m.	
6.	Superintendent's Report	
A.	School Board Recognition	5
7.	Audience Comments	
8.	Discussion and/or Action	
A.	Governance & Legal Services	
1.	Temporary Electric Utility Easement along Highway 71 to the City of Austin	7
2.	Revisions to EIE (Local) Academic Achievement: Retention and Promotion	
B.	Administration & Accountability	
1.	2009 Demographic Projections	8
2.	2010-2011 Lake Travis ISD Instructional Calendar	9
C.	Business and Financial Services	
1.	Bond Program Update	11
D.	Consent Agenda	
1.	Revisions, Deletions, and/or Additions to Board Policies	
a.	CFD (Local) Accounting: Activity Funds Management	
b.	CLB (Local) Buildings, Grounds, and Equipment Management: Maintenance	
c.	DGBA (Local) Personnel – Management Relations: Employee Complaint/Grievances	
d.	FEA (Local) Attendance: Compulsory Attendance	
e.	FEC (Local) Attendance: Attendance for Credit	
f.	FDD (Local) Admissions: School Safety Transfers	
g.	FDE (Local) Admissions: School Safety Transfers	

h.	FFAD (Local) Wellness and Health Services: Communicable Diseases	
2.	Capital Area College Tech Prep of Texas Grant	18
3.	December 2009 Financials – Statement of Revenue & Expenditures, Balance Sheet, Summary of Tax Collections	20
4.	Minutes - December 17, 2009 Board Meeting; January 14, 2010 Board Workshop	24
9.	Upcoming Meetings	
A.	February 18, 2010, 7:00 p.m., Regular Board Meeting, EDC	
B.	March 11, 2010, 7:00 p.m., Regular Board Meeting, EDC	
C.	March 25, 2010, 6:00 p.m., Board/Superintendent Conference, EDC	
10.	Adjournment	



AGENDA ITEM ACTION SHEET

SUBJECT	2008-2009 Academic Excellence Indicator System Public Hearing
RECOMMENDED ACTION	None
RATIONALE	This presentation fulfills the requirement of law that the Board of Trustees hold a Public Hearing providing information to the community regarding the educational performance of the District. The performance data in the AEIS report has been presented in previous workshops and meetings of the Board.
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Dr. Diane Frost, Deputy Superintendent Kathy Burbank, Director of Accountability and Achievement
ATTACHMENTS	District and Campus AEIS Reports are available online at: http://ritter.tea.state.tx.us/perfreport/aeis/2009/index.html http://www.ltidschools.org/123310531152627467/site/default.asp
MEETING DATE	January 28, 2010



AGENDA ITEM ACTION SHEET

SUBJECT	School Board Recognition
RECOMMENDED ACTION	Enjoy!
RATIONALE	Governor Perry proclaimed January 2010 as School Board Recognition Month to help build awareness of the crucial role an elected board of trustees plays in our community and schools. LTISD will recognize its Trustees at the January 28 Board meeting.
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	n/a
ATTACHMENTS	Proclamation signed by Governor Rick Perry
MEETING DATE	January 28, 2010



STATE OF TEXAS
OFFICE OF THE GOVERNOR

The biggest challenge of education is also one of its greatest strengths. During a time when state and national mandates rightly place more emphasis than ever on setting the bar high for education, it remains important for each community to retain control of its own educational system.

Balancing the need for local control with directives coming down from larger governmental bodies is neither an easy nor oftentimes appreciated task, but for over two centuries, school boards have risen to such challenges. Complicating matters further are issues such as the rapidly expanding role of technology in the classroom, the challenge to keep our children both educated and physically active, and — as always — the difficulties inherent in dealing with budgetary priorities.

The people who make up these boards are uncompensated and, all too often, unsung for their efforts. These people volunteer their time because they care; they care about their communities, they care about their schools and, most importantly, they care about the children.

Each year, the Texas Association of School Boards designates January as School Board Recognition Month, to emphasize to all of us the importance of the services these dedicated men and women provide to the schools and children of Texas.

At this time, I urge all Texans to recognize the invaluable contributions realized through the work of our school boards.

Therefore, I, Rick Perry, Governor of Texas, do hereby proclaim January 2010,

School Board Recognition Month



in Texas, and urge the appropriate recognition whereof.

In official recognition whereof,
I hereby affix my signature this the
8th day of October, 2009.

Rick Perry
Governor of Texas



AGENDA ITEM ACTION SHEET

SUBJECT	Temporary electric utility easement along Highway 71 to the City of Austin
RECOMMENDED ACTION	Approval of the granting of a temporary electric utility easement along Highway 71 to the City of Austin
RATIONALE	The Administration recommends approval of the granting of a temporary electric utility easement to the City of Austin (Austin Energy) for the northern portion of the Sweetwater tract located on Highway 71. The purpose of this easement is to allow Austin Energy to bring electric distribution and telecommunications lines and systems to the new LTISD Transportation and Distribution Center project. After installation of these lines and systems, this easement will be replaced with an easement that more narrowly meets the needs of the facilities that Austin Energy constructs.
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Jim Ratcliff, Senior Director of Facilities, Construction and Support Services Susan Bohn, General Counsel
ATTACHMENTS	None (Instrument granting temporary electric utility easement will be provided to the Board for review on or before January 28, 2010)
MEETING DATE	January 28, 2010



AGENDA ITEM ACTION SHEET

SUBJECT	2009 Demographic Projections
RECOMMENDED ACTION	Accept the 2009 Demographic Study and designate this study as the authoritative document from which key planning initiative decisions and recommendations are derived.
RATIONALE	The district contracted with Population and Survey Analysts in 2009 to conduct a comprehensive demographic study of LTISD. Over the past several months, the demographer has been working to identify and analyze local, regional and state data and trends across key indicators that have been used in calculations that provide enrollment projections over the next ten years.
BUDGET PROVISIONS	2009-2010 Budget
RESOURCE PERSONNEL	Dr. Diane Frost, Deputy Superintendent Johnny Hill, Assistant Superintendent of Business and Financial Services Jim Ratcliff, Senior Director of Facilities, Construction and Support Services Dr. Jill Siler, Executive Director of Academic and Organizational Development
ATTACHMENTS	None
MEETING DATE	January 28, 2010



AGENDA ITEM ACTION SHEET

SUBJECT	2010-2011 Lake Travis ISD Instructional Calendar
RECOMMENDED ACTION	Approve the 2010-2011 Lake Travis ISD Instructional Calendar.
RATIONALE	<p>The proposed calendar was developed in coordination with the District's ACE Committee and campus principals, with input from campus staff members. Campuses communicated their responses to the Committee through their principals.</p> <p>The key features of this calendar include:</p> <ul style="list-style-type: none">• Start of school August 23, which is the earliest date allowed by law. (According to TEC §25.0811, school may not start prior to the Monday after August 21.)• Balance the number of days in each semester, while accommodating days missed due to TAKS.• Includes 7 staff development days and three teacher work days.• Includes early-release dates at the elementary and secondary levels:<ul style="list-style-type: none">○ Two early-release dates are scheduled in October, for elementary school parent conferences.○ One early-release day is scheduled in September for middle school parent conferences.○ Two early-release dates are scheduled in January for high school.
BUDGET PROVISIONS	This calendar does not affect the District's budget.
RESOURCE PERSONNEL	Diane Frost, Deputy Superintendent Susan Bohn, General Counsel Myra Pettit, Assistant Superintendent for Curriculum and Instruction Susanna Russell, Executive Director for Administrative and Human Resource Services
ATTACHMENTS	2010-2011 Instructional Calendar
MEETING DATE	January 28, 2010

Lake Travis Independent School District

2010-2011 Instructional Calendar

July 2010						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2010						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2010						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2010						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November 2010						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2010						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2011						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2011						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2011						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2011						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2011						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2011						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

<ul style="list-style-type: none"> Student/Staff Holiday AP Testing Dates TAKS Testing Bad Weather Make-up Days: 2/21 & 6/3 New Teacher Orientation Student Holiday/Staff Inservice or Work Day ES Early Dismissal MS Early Dismissal 	<ul style="list-style-type: none"> First/ Last Day of School [Begin 9 Weeks] End 9 Weeks District-wide Early Dismissal HS Early Dismissal <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td>1st 9 wks.</td><td>44 days</td><td>3rd 9 wks.</td><td>43 days</td> </tr> <tr> <td>2nd 9 wks.</td><td>44 days</td><td>4th 9 wks.</td><td>47 days</td> </tr> <tr style="font-weight: bold;"> <td>Sem. 1</td><td>88 days</td><td>Sem. 2</td><td>90 days</td> </tr> </table>	1st 9 wks.	44 days	3rd 9 wks.	43 days	2nd 9 wks.	44 days	4th 9 wks.	47 days	Sem. 1	88 days	Sem. 2	90 days
1st 9 wks.	44 days	3rd 9 wks.	43 days										
2nd 9 wks.	44 days	4th 9 wks.	47 days										
Sem. 1	88 days	Sem. 2	90 days										

June 3, 2011 is a teacher work day if a bad weather make-up day is **not** needed.
 June 4, 2011 will be a teacher work day **only** if June 3 is used as a bad weather make-up day.



AGENDA ITEM ACTION SHEET

SUBJECT	Bond Construction Update
RECOMMENDED ACTION	Provide Information
RATIONALE	To keep the board updated on progress of the bond program
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Johnny Hill, Assistant Superintendent for Business and Financial Services Jim Ratcliff, Senior Director Facilities, Construction and Support Services
ATTACHMENTS	1. Bond Construction Update 2. Bond Financials
MEETING DATE	January 28, 2010



LAKE TRAVIS
INDEPENDENT SCHOOL DISTRICT
Every heart. Every mind. Every day.

BOND CONSTRUCTION UPDATE
REPORT TO BOARD OF TRUSTEES
January 28, 2010

Current Bond Facilities Projects

2006 Bond

- **Lake Travis High School, Lake Travis Middle School** – The final audit was completed this week and final payment will be made to American Constructors next week.
- **Serene Hills Elementary School** – Final payment was made to Thos. S. Byrnes two weeks ago and this project is now officially closed.
- **Transportation Center and District Distribution Center** – Work began on the site December 29th and is proceeding well. Substantial completion is scheduled for November 1st this year.
- **Conversion of Existing Transportation Center to Maintenance Facility** – The conversion renovation work at this facility will commence with the completion of the new Transportation Center and is scheduled to take approximately 5 months to complete.
- **Educational Development Center Phase II** – Work began at this facility December 17th and is proceeding well. Substantial completion is scheduled for mid-April.
- **Maintenance, Technology, Instructional, Food and Nutrition Services, Transportation Buses/Vehicles** – Maintenance repairs and upgrades to facilities, replacements and upgrades of equipment and infrastructure for technology, instructional equipment and related items, food service and nutrition equipment and facilities, and buses and related vehicles and equipment for transportation are included in this bond program and are taking place on an as-needed basis across the timeframe of the bond program.
- **Land Acquisition for Future Facilities** – The district has acquired two Middle School sites, one Elementary School site, the High School / Transportation Center/District Warehouse site and the Central Events Center site. Work is continuing on finalizing proposed donations for two additional Elementary School sites.

Completed Facilities Projects

2006 Bond

- **Administration Building Renovations** – this project covered the conversion of the former board room in the Administration Building to offices for the Human Resources Department and the replacement of building heating system water piping and was completed in August 2007.
- **Hudson Bend Middle School Expansion Phase II** – this project covered the expansion of Hudson Bend Middle School to accommodate 900 students and included the following components and was completed in May 2007.
 - Expansion of the drama instructional facilities

- Additional bleacher seating at the main gym
 - Expansion of the Cafeteria
 - Construction of a new Dance instructional area
 - Construction of a new 4 classroom addition
 - Expansion of parking facilities and the addition of bleacher seating, lighting and a concession stand / restroom building at the football field
 - Site landscaping and irrigation
- **Elementary School Upgrades and Renovations** – This project included the following upgrades and renovations and was completed in August 2006.
 - **Lakeway Elementary School**
 - Library expansion
 - Ceiling tile replacement throughout original building
 - Floor replacement at needed areas
 - Corridor tackstrips
 - Sinks added at nurse's area and special services area
 - Gym floor replacement
 - Sound absorption panels at gym and cafeteria
 - Walking track around playfield area
 - Security fencing and gates
 - Landscaping at front building entry areas
 - **Bee Cave Elementary School**
 - New secure entry vestibule
 - Corridor tackstrips
 - Walking track around playfield area
 - Security fencing and gates
 - **Lake Pointe Elementary School**
 - New secure entry vestibule
 - Replacement of stair nosings
 - Corridor tackstrips
 - Walking track around playfield area
 - **Lake Travis Elementary School**
 - Corridor tackstrips
 - Walking track around playfield area
 - **Safety and Security Measures**
 - RaptorWare visitor background screening systems have been installed in each school reception area. This project was completed in August 2006.
 - Surveillance cameras have been installed at all school campuses. This project was completed in March 2008.
 - Phase One of the Building Access and Control System was completed in June 2009.

2004 Bond

- **Lift Station and Sewer Line for Lake Travis Elementary** – the new Water District 17 lift station and sewer line have been completed and are now in operation. This project was completed in September 2009.
- **Hudson Bend Middle School Expansion – Phase I** – This project included the installation of a new 6 lane running track and football field and was completed in August 2006.

- **Conversion of existing Building 100 at the original Lake Travis Elementary School to an Educational Development Center** – The condition of Building 100 at the original Lake Travis Elementary School allowed this building to be economically salvaged and a portion of it converted to meeting and training facilities for district staff and faculty. This project was completed in December 2005.
- **Lake Travis Elementary School** – This project, located on Kollmeyer Drive at Ranch Road 620, was completed and opened for school in August 2005.
- **Maintenance Upgrade Projects** – This project included upgrades to roofing, waterproofing, mechanical equipment and alarm systems at Lake Travis High School, Lake Travis Middle School and the Administration Building and was completed in August 2005.
- **Energy Management Controls System** – The installation of a district wide energy management and control system was completed in September 2005.
- **Expansion of Lakeway, Bee Cave, and Lake Pointe Elementary Schools** – This project expanded the capacity of each of these schools to 850 students and was completed for the start of school in August 2004.
- **Expansion/Renovation of the Lake Travis Middle School Kitchen and Cafeteria** – This project included the expansion and renovation of the kitchen and dining area at Lake Travis Middle School and was completed in August 2004.

Lake Travis ISD
 2004 Bond Program (3 Year)
 December 31, 2009

Resources	Original Budget	Amended Budget	Total Revenue	Amended Balance
1. Bond Proceeds	36,275,000	36,275,000	36,275,000	0
2. Interest Revenue	0	703,753	702,816	937
3. Other Resources	0	128,886	128,886	0
Total Resources	36,275,000	37,107,639	37,106,702	937

Appropriations	Original Budget	Amended Budget	Total Expended	Balance to Complete
1. Lake Travis Elementary School	12,772,000	13,320,389	13,320,078	311
2. Elementary School Expansions	8,853,575	9,252,915	9,252,915	0
3. Building Improvements	7,774,030	6,398,598	6,269,838	20,361
4. Other Programs				
Bond Issue and Reimbursements	2,080,000	1,726,330	1,726,330	0
Library Books	210,000	208,184	208,184	0
Transportation	1,300,000	1,259,846	1,259,846	0
Technology	2,498,750	2,498,309	2,498,309	0
Athletic Facilities	286,000	678,314	678,314	0
Educational Development Center	0	765,943	765,943	0
Utility Upgrades	500,000	873,914	870,635	3,279
Tranfers-Out & Arbitrage	0	72,000	70,000	2,000
Total 2004 Bond Program	36,274,355	37,104,982	36,970,634	25,949

The 'Balance to Complete' column reflects funding for construction payments based on close-out of Lake Travis Elementary School and proposed conversion of wastewater utilities.

Lake Travis ISD
2006 Bond Program Summary
December 31, 2009

Resources	Original Budget	Amended Budget	Total Resources	Balance
1 Bond Proceeds	126,830,000.00	127,847,316.00	127,847,316.74	(0.74)
2 Interest Revenue	0.00	9,190,000.00	9,045,226.53	144,773.47
3 Interest Subject to Arbitrage Rebate	0.00	80,467.00	80,467.00	0.00
4 Other	0.00	559,281.00	559,280.76	0.24
Total Resources	126,830,000.00	137,677,064.00	137,532,291.03	144,772.97

Appropriations	Original Budget	Amended Budget	Total Expended	Balance to Complete
10 Elementary School #5	15,875,000.00	16,459,445.00	16,374,287.95	85,157.05
20 Lake Travis Middle School	9,227,000.00	9,774,711.00	9,774,710.63	0.37
20 Hudson Bend Middle School	3,098,000.00	3,711,827.00	3,711,826.20	0.80
30 Lake Travis High School	56,305,000.00	62,370,552.00	62,206,470.69	164,081.31
40 Transportation Facility/Warehouse	6,015,000.00	9,775,278.00	589,939.48	9,185,338.52
50 Stadium	1,135,000.00	1,216,862.00	1,216,861.16	0.84
Construction/Renovation	91,655,000.00	103,308,675.00	93,874,096.11	9,434,578.89
60 Small Renovation Improvements	3,633,930.00	2,751,973.00	2,081,304.60	670,668.40
70 Building Equipment	417,700.00	546,255.00	408,756.66	137,498.34
80 Other Equipment	12,853,370.00	12,562,937.00	8,268,713.18	4,294,223.82
90 Land	15,750,000.00	15,059,443.00	14,909,829.12	149,613.88
91 Bond Issuance Costs	1,975,000.00	1,006,932.00	1,006,933.60	(1.60)
92 General Fund Reimbursements	545,000.00	531,000.00	531,000.00	0.00
93 Interest Costs (Arbitrage)	0.00	80,467.00	0.00	80,467.00
94 Contingency	0.00	1,837,921.00	0.00	1,837,921.00
Other Programs	35,175,000.00	34,376,928.00	27,206,537.16	7,170,390.84
Total 2006 Bond Program	126,830,000.00	137,685,603.00	121,080,633.27	16,604,969.73

This is a three-year bond program. The 'Balance to Complete' reflects available funding to finish the projects and make purchases during this period of time.



AGENDA ITEM ACTION SHEET

SUBJECT	Capital Area College Tech Prep of Texas Grant
RECOMMENDED ACTION	Information
RATIONALE	<p>LTISD has been awarded \$5,890 in Tech Prep funds to purchase Career Guidance materials, curriculum, and to pay for substitute fees for teachers of articulated courses who attend professional development or write curriculum. The Board of Trustees must be apprised of this award</p> <p>One of the requirements of the grant is the Board being notified of this award and it being reflected in the official meeting minutes.</p>
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Myra Pettit, Assistant Superintendent of Curriculum and Instructional Services
ATTACHMENTS	1 - College Tech Prep Notice of Award
MEETING DATE	January 28, 2010



NOTICE OF AWARD

October 29, 2009

Lake Travis ISD is hereby awarded \$5,890.00 in Tech Prep funds to purchase Career Guidance materials, Curriculum, and to pay for substitute fees for teachers of articulated courses as outlined in the budget submitted. Any planned usages of Tech-Prep funds beyond those above or on the budget submitted require approval before expenditures can be made.

This year the allocations began with a \$1000.00 allocation for each district. The remaining funds were allocated by 50% of funds based on the number of students reported in Tech-Prep Programs in PEIMS and 50% based on the number of students awarded credit in CATEMA . These funds are Title II funds with a CFDA # of 84.243.

Upon receipt of the following items, the above funds will be disbursed:

- Agenda or Minutes of Lake Travis ISD Board meeting indicating that the Board has been apprised of this award.
- Invoices for expenditures of the approved expenses no later than June 30, 2010.
- Timesheets or Time and Effort logs for anyone paid to produce products for the grant no later than June 30, 2010.
- Student registrations in the CATEMA system.

AFTER JUNE 30, 2010 THE FUNDS WILL BE DISENCUMBERED AND ALLOCATED TO OTHER EXPENDITURES.

Sharyl Kincaid, Executive Director



5930 Middle Fiskville Rd., Ste. 509-510
Austin, TX 78752
Phone (512) 223-7825 Fax (512) 223-7207
www.austincc.edu/Catpc



AGENDA ITEM ACTION SHEET

SUBJECT	Financial Reports for December 2009
RECOMMENDED ACTION	Approval
RATIONALE	To provide financial updates to the board reflecting the current financial position of the school district.
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Johnny W. Hill, Asst. Supt. – Business and Financial Services
ATTACHMENTS	<ol style="list-style-type: none">1. Statement of Revenues/Expenditures-December2. Balance Sheet-December3. Tax Report-December
MEETING DATE	January 28, 2010

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
GENERAL FUND

12/31/09	CURRENT YEAR			PRIOR YEAR		
REVENUES	BUDGET	ACTUAL	BALANCE	PERCENT OF BUDGET	CUMULATIVE ACTUAL	PERCENT OF ACTUAL TOT.
5711 CURRENT YEAR TAX REV.	\$ 64,131,233	\$ 28,634,813	\$ 35,496,420	44.65%	\$ 26,579,784	42.65%
57XX OTHER LOC. REVENUES	2,138,250	1,140,900	997,350	53.36%	1,171,832	93.95%
5800 STATE PROG. REVENUE	12,512,455	11,285,770	1,226,685	90.20%	10,800,167	67.52%
5900 FEDERAL REVENUE	0	80,066	(80,066)	0.00%	(6,989)	0.00%
TOTAL REVENUE	\$ 78,781,938	\$ 41,141,549	\$ 37,640,389	52.22%	\$ 38,544,794	48.44%
EXPENDITURES						
11 INSTRUCTION	\$ 29,490,843	\$ 9,567,952	\$ 19,922,891	32.44%	\$ 9,003,250	33.15%
12 INSTR'L RESOURCES	631,889	209,918	421,971	33.22%	198,627	31.81%
13 STAFF DEVELOPMENT	328,932	107,187	221,745	32.59%	143,093	32.15%
21 INSTRUCTIONAL ADM.	205,645	60,138	145,507	29.24%	131,281	38.07%
23 SCHOOL ADMIN.	2,329,756	768,165	1,561,591	32.97%	773,023	32.94%
31 GUID. & COUNSELING	1,769,193	523,144	1,246,049	29.57%	539,973	32.55%
33 HEALTH SERVICE	497,495	162,805	334,690	32.72%	155,191	32.92%
34 TRANSPORTATION	2,016,617	765,246	1,251,371	37.95%	731,721	35.66%
35 FOOD SERVICE	59,400	19,800	39,600	33.33%	12,621	21.04%
36 CO-CURRICULAR ACT.	1,696,325	625,672	1,070,653	36.88%	543,269	31.91%
41 GENERAL ADMIN.	2,427,615	795,086	1,632,529	32.75%	793,141	33.11%
51 PLANT & MAINT OPER.	6,796,476	2,188,532	4,607,944	32.20%	2,142,650	34.99%
52 SECURITY	247,310	79,758	167,552	32.25%	65,459	29.28%
53 NON-INSTR'L D.P.	1,024,121	449,554	574,567	43.90%	391,287	39.95%
61 COMMUNITY SERVICES	79,877	33,380	46,497	41.79%	14,301	18.14%
71 DEBT SERVICE	15,000	1,257	13,743	8.38%	0	0.00%
81 FACILITIES/CONSTRUCTION	16,200	5,400	10,800	33.33%	2,994	19.96%
91 STATE TRANSFERS	30,183,143	0	30,183,143	0.00%	0	0.00%
92 INCREMENTAL COST WADA	250,000	104,551	145,449	41.82%	14,904	6.42%
93 SPEC. ED TRF-REG. DAY	15,000	0	15,000	0.00%	0	0.00%
95 JJAEP TRANSFER PYMTS	15,000	0	15,000	0.00%	0	0.00%
99 TRAVIS CO. APPRAISAL	200,000	105,181	94,819	52.59%	182,999	100.00%
TOTAL EXPENDITURES	\$ 80,295,837	\$ 16,572,726	\$ 63,723,111	20.64%	\$ 15,839,784	19.93%
OTHER RESOURCES AND (USES)						
7990 OTHER RESOURCES	\$ 0	\$ 29,661	\$ (29,661)	0.00%	\$ 0	0.00%
8990 OTHER USES	0	0	0	0.00%	0	0.00%
8911 TRANSFERS-OUT	0	0	0	0.00%	0	0.00%
TOTAL RESOURCES & USES	\$ 0	\$ 29,661	\$ (29,661)	0.00%	\$ 0	
1200 EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (1,513,899)	\$ 24,598,484				
3000 BEG. FUND BAL. 9/01	22,636,855					
3000 END. FUND BAL. 8/31	\$ 21,122,956					
3111 RESERVED FUND BALANCE	316,642					
3251 UNRESERVED FUND BALANCE	20,806,314					

LAKE TRAVIS ISD
 COMBINED INTERIM BALANCE SHEET - ALL FUND TYPES
 AS OF: DECEMBER 31, 2009

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND	CAPITAL PROJECTS FUNDS	INTERNAL SVC TRUST & AGENCY FUNDS	TOTAL FUNDS
ASSETS						
1101-02 Cash	\$ 4,691,229	\$ 601,905	\$ 38,466	\$ 130,193	\$ 1,076,591	6,538,384
1103-20 Temporary Investments	44,429,354		9,696,146	16,401,833	1,294,590	71,821,923
Total Cash & Investments	\$ 49,120,583	\$ 601,905	\$ 9,734,612	\$ 16,532,026	\$ 2,371,181	78,360,307
1210 Property Taxes-Current	36,687,852		9,734,838			46,422,690
1220 Property Taxes-Delinquent	1,708,190		478,993			2,187,183
1230 Allowance-Uncollected Taxes	(410,908)		(102,878)			(513,786)
1240 Due From Federal Agencies	-					-
1250 Sundry Receivables	3,424	330				3,754
1260 Due From Funds	83,470				9,024	92,494
1280 Due From Other Funds		84,484			19,742	104,226
1290 Other Receivables	4,200	2,006				6,206
1300 Inventories, At Cost						-
Total Receivables	\$ 38,076,228	\$ 86,820	\$ 10,110,953	\$ -	\$ 28,766	48,302,767
1400 Other Current Assets	(65,065)	(11,635)		(75)	-	(76,775)
TOTAL ASSETS	\$ 87,131,746	\$ 677,090	\$ 19,845,565	\$ 16,531,951	\$ 2,399,947	126,586,299
RESOURCES						
5010 Estimated Revenue	\$ 78,781,938	\$ 7,518,202	\$ 16,549,951	\$ 224,655	\$ 395,000	103,469,746
5030 Less: Realized Revenue	(41,141,549)	(1,921,536)	(7,769,336)	(80,077)	(6,920)	(50,919,418)
5000 Revenues to be Received	\$ 37,640,389	\$ 5,596,666	\$ 8,780,615	\$ 144,578	\$ 388,080	52,550,328
TOTAL ASSETS & RESOURCES	\$ 124,772,135	\$ 6,273,756	\$ 28,626,180	\$ 16,676,529	\$ 2,788,027	179,136,627
LIABILITIES						
2110 Accounts Payable	\$ 64,917	\$ -	\$ -	\$ -	\$ 1,110	66,027
2120 Loans and Leases Payable						-
2160 Accrued Wages Payable	1,771,499	48,694				1,820,193
2170 Due To Other Funds	103,516	9,899			83,470	196,885
2180 Due To Other Govt's	1,002	1,687				2,689
2190 Due To Student Groups					26,970	26,970
2140 Interest Payables						-
2150 Payroll Deduct & Withhold					572,671	572,671
Total Current Payables	\$ 1,940,934	\$ 60,280	\$ -	\$ -	\$ 684,221	2,685,435
2210 Accrued Expenses					255,351	255,351
2300 Deferred Revenue	37,985,134	-	10,110,953			48,096,087
2400 Payable From Restricted Assets						-
TOTAL LIABILITIES	\$ 39,926,068	\$ 60,280	\$ 10,110,953	\$ -	\$ 939,572	51,036,873
FUND EQUITY						
6010 Appropriations	\$ 80,295,837	\$ 7,702,826	\$ 16,549,951	\$ 21,244,640	\$ 385,000	126,178,254
6050 Less: Expenditures	(16,572,726)	(2,284,574)	(8,483)	(4,652,103)	(96,710)	(23,614,596)
6030 Encumbrances	(209,156)	(106,308)	-	(132,594)	-	(448,058)
Available Appropriations	\$ 63,513,955	\$ 5,311,944	\$ 16,541,468	\$ 16,459,943	\$ 288,290	102,115,600
4310 Reserve For Encumbrance	209,156	106,308		132,594		448,058
3600 Unreserved Fund Balance	20,806,314	795,224	1,973,759	83,992	1,560,165	25,219,454
3590 Reserved Fund Balance	316,642					316,642
TOTAL LIAB. & FUND EQUITY	\$ 124,772,135	\$ 6,273,756	\$ 28,626,180	\$ 16,676,529	\$ 2,788,027	179,136,627

SUMMARY OF TAX COLLECTIONS
AS OF December 31, 2009

2009-10 Original Tax Levy	\$ 84,717,520.44
Delinquent Taxes as of 8/31/09	2,800,871.27
<hr/>	
Total Receivables for 2009-10	\$ 87,518,391.71
Current Year Adjustments	(2,063,532.16)
Prior Year Adjustments	35,658.93
<hr/>	
Adjusted Receivables.....	\$ 85,490,518.48
Total Net Collections To Date	(36,880,645.16)
<hr/>	
Outstanding Receivables as of	\$ 48,609,873.32
12/31/2009	

<u>SUMMARY OF BUDGETED COLLECTIONS</u>	<u>BUDGETED</u>	<u>NET COLLECTED</u>	<u>BUDGETED DIFFERENCE</u>	<u>% OF BUDGET COLLECTED</u>
Maintenance - Current Tax	\$ 64,131,233.00	\$ 28,634,812.51	\$ 35,496,420.49	44.65%
Maintenance - Prior Year Tax	700,000.00	522,306.35	177,693.65	74.62%
Maintenance - Penalties & Interest	450,000.00	126,188.24	323,811.76	28.04%
Sub-total	<u>\$ 65,281,233.00</u>	<u>\$ 29,283,307.10</u>	<u>\$ 35,997,925.90</u>	<u>44.86%</u>
Debt Service - Current Tax	\$ 16,234,951.00	\$ 7,596,485.35	\$ 8,638,465.65	46.79%
Debt Service - Prior Year Tax	175,000.00	127,040.95	47,959.05	72.59%
Debt Service - Penalties & Interest	100,000.00	30,460.38	69,539.62	30.46%
Sub-total	<u>\$ 16,509,951.00</u>	<u>\$ 7,753,986.68</u>	<u>\$ 8,755,964.32</u>	<u>46.97%</u>
Total Collections	<u>\$ 81,791,184.00</u>	<u>\$ 37,037,293.78</u>	<u>\$ 44,753,890.22</u>	<u>45.28%</u>

<u>Tax Collection Comparison with 2008-09: Adjusted Tax Roll</u>	<u>2009-10</u>	<u>2008-09</u>
Percent of Current Year Taxes Collected	43.83%	42.66%
Percent of Total Taxes Collected	44.62%	43.37%
Percent of Total Taxes and P & I Collected	44.81%	43.54%

<u>Tax Collection Comparison with 2008-09: Original Tax Roll</u>	<u>2009-10</u>	<u>2008-09</u>
Percent of Current Year Taxes Collected	42.77%	42.58%
Percent of Total Taxes Collected	43.53%	43.29%
Percent of Total Taxes and P & I Collected	43.72%	43.46%



AGENDA ITEM ACTION SHEET

SUBJECT	Minutes
RECOMMENDED ACTION	Approval
RATIONALE	The minutes of each official Board meeting are reviewed by the Board for accuracy, then approved by the Board prior to becoming public record.
BUDGET PROVISIONS	None
RESOURCE PERSONNEL	Dr. Rocky Kirk, Dr. Diane Frost, Linnea Bennett, Beth Muzny
ATTACHMENTS	<ol style="list-style-type: none">1. December 17, 2009, Board Meeting2. January 14, 2010, Board Workshop
MEETING DATE	January 28, 2010

Minutes of Board Meeting

The Board of Trustees Lake Travis Independent School District

A meeting of the Board of Trustees of the Lake Travis Independent School District was held December 17, 2009, at the Educational Development Center, Live Oak Room, 607 Ranch Road 620 North, Austin, Texas 78734.

Call To Order

President Susan Tolles called the meeting to order at 6:37 p.m.

Quorum Determination

Trustees Susan Tolles, Jason Buddin, Mayo Davidson, Fred Goff, and Lisa Johnson were present. Alan Williams and Guy Clayton were not in attendance.

Closed Session

Trustees convened into closed session at 6:37 p.m., as permitted by the Texas Government Code Section 551.001 et. seq.

- A. Section 551.071 – Consultation with Attorney**
 - 1. The Board will discuss and receive legal advice from its attorney on matters which should be confidential under Texas Government Code Section 551.071(2).
- B. Section 551.072 – Deliberation regarding Real Property**
 - 1. The Board will discuss the purchase, exchange, lease, or value of real property. (This may involve consultation with attorney as permitted under Section 551.071.)
- C. Section 551.074 – Personnel Matters**
 - 1. The Board will discuss the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of public employees or officials. (This may involve consultation with attorney as permitted under Section 551.071.)

Closed session adjourned at 6:58 p.m. and the open session resumed at 7:00 p.m.

Pledge of Allegiance and Moment of Silence

Trustee Johnson led the Pledge of Allegiance. A moment of silence was observed.

Superintendent's Update

Recognition of Student Accomplishment – Kim Brents, Principal of Lake Travis High School, recognized Brandon Pasher, Lake Travis High School student, who recently received his Eagle Scout Award.

Audience Comments

There were no requests to address the trustees.

Discussion and/or Action

Finance and Support Services

2008-09 Financial Audit Report - Johnny Hill, Assistant Superintendent for Business and Financial Services introduced Ashlee Martin, Audit Manager, and Scott Krchnak, Audit Partner, with Maxwell, Locke & Ritter, LLP. Ms. Martin presented the 2008-09 external audit report to the Board of Trustees.

A MOTION was made by Trustee Goff, seconded by Trustee Buddin to accept the 2008-09 Financial Audit Report as presented. All Trustees present voted in favor (5-0).

Governance and Legal Services

Board of Trustees' Training Report – President Tolles asked the Board Secretary to let the minutes reflect the following: *LTISD Trustees, Tolles, Buddin, Williams, Clayton, Davidson, Goff, and Johnson have met the required hours of continuing education. There are no Trustees that are deficient in the required continuing education.*

Drainage to Easement for Dedication to Public Related Construction of

Transportation/Warehouse Facility - Jim Ratcliff, Senior Director of Facilities, Construction and Support Services, provided an overview of an approximately 3.569-acre drainage easement on property owned by the District and located on Highway 71, to be granted to the City of Bee Cave for dedication to the public.

A MOTION was made by Trustee Goff, seconded by Trustee Johnson, to approve the dedication of the easement to the public related to the construction of the transportation/distribution center project. All Trustees present voted in favor (5-0).

Right of Entry to City of Bee Cave for Inspection of Water Quality and Detention Facilities-

Mr. Ratcliff advised that, on the date of the meeting, the City of Bee Cave determined that it would not require the District to approve the right of entry for inspection for the transportation/distribution center project. Therefore, no action was necessary for this agenda item.

Finance and Support Services

Bond Program Update – Jim Ratcliff, Senior Director of Facilities, Construction and Support Services, provided an update on the bond program construction. A discussion ensued. This item was for information and no action was required.

2006 Bond Program Budget Amendments- Mr. Hill provided information on the proposed bond program budget amendments. These amendments reflect adjustments related to: projected interest earnings; arbitrage liability; construction of the transportation/distribution center.; build out of the Educational Development Center; and the purchase of land. A discussion ensued and the following action was taken.

A MOTION was made by Trustee Goff, seconded by Trustee Buddin, to approve the 2006 Bond Program Budget Amendments as presented by the administration. All Trustees present voted in favor (5-0).

Authorization of the Superintendent or Designee to Execute Contract with FTWOODS Construction for Transportation – Distribution Center Project – Mr. Ratcliff provided an overview of the process for the competitive sealed proposals which were received on November 17, 2009 for the Transportation/Distribution Center Project. Based on this process, the proposal submitted by FT WOODS Construction was determined to provide the best value to Lake Travis ISD for this project. A discussion ensued and the following action was taken.

A MOTION was made by Trustee Buddin, seconded by Trustee Johnson to authorize the Superintendent or his designee to execute a contract with FTWOODS Construction for the Transportation – Distribution Center Project in the total contract amount of \$7,712,261. All Trustees present voted in favor (5-0).

Mr. Ratcliff introduced S. C. Inman, Construction Project Superintendent, from FT WOODS Construction, who will oversee the project.

Consent Agenda

1. Revisions, Deletions, and/or Additions to Board Policies
 - a. EIC (Local) Academic Achievement – Class Ranking
2. November 2009 Financials – Statement of Revenues & Expenditures, Balance Sheet, Summary of Tax Collections, Quarterly Investment Report
3. Minutes – November 19, 2009 Regular Board Meeting; December 10, 2009 Board/Superintendent Conference

President Tolles asked the Board Secretary to make a change to the minutes that reflects the correct time the trustees reconvened into closed session at the November 19, 2009 regular board meeting. That change will be reflected on the approved minutes.

A MOTION was made by Trustee Buddin, seconded by Trustee Goff, to approve the consent agenda as presented. All Trustees present voted in favor (5-0).

Open Session adjourned at 7:49 p.m.

Closed Session

Trustees convened into closed session at 7:50 p.m., as permitted by the Texas Government Code Section 551.001 et. seq.

- A. Section 551.071 – Consultation with Attorney**
 2. The Board will discuss and receive legal advice from its attorney on matters which should be confidential under Texas Government Code Section 551.071(2).
- B. Section 551.074 – Personnel Matters**
 1. The Board will discuss the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of public employees or officials. (This may involve consultation with attorney as permitted under Section 551.071.)

Trustee Clayton joined the Trustees in closed session at 8:07 p.m.

Closed session adjourned at 8:45 p.m. No action was taken based on discussion occurring in closed session.

Adjournment

There being no further action, the December 17, 2009 Board of Trustees' meeting adjourned at 8:45 p.m.

Susan Tolles, President

Alan Williams, Secretary

Minutes of Board Workshop

The Board of Trustees Lake Travis Independent School District

A workshop of the Board of Trustees of Lake Travis Independent School District was held beginning at 5:00 p.m. on January 14, 2010, in the Educational Development Center, Live Oak Room, 607 Ranch Road 620 North, Austin, Texas 78734.

Call To Order

President Susan Tolles called the meeting to order at 5:17 p.m.

Quorum Determination

Trustees Susan Tolles, Jason Buddin, Alan Williams, Guy Clayton, Mayo Davidson, Fred Goff, and Lisa Johnson were in attendance.

Discussion and/or Action

Administration & Accountability

2009 Demographic Study- Dr. Pat Guseman, President of Population and Survey Analysts, presented key findings of the firm's comprehensive LTISD demographic study. A discussion ensued and the 2009 Demographic Study will be placed on the January 28, 2010 Board Meeting agenda for action.

Revisions, Deletions, and/or Additions to Board Policies - CFD (Local), CLB (Local), DGBA (Local), EIE (Local), FDD (Local), FDE (Local), FEA (Local), FEC, (Local), FFAD (Local) – Susan Bohn, General Counsel, reviewed the changes to policies. A discussion ensued and the policies will be placed on the consent agenda for the January 28, 2010 Board Meeting for action.

Closed Session

Trustees adjourned into closed session at 6:50 p.m. as permitted under the Texas Open Meeting Act, Government Code Section 551.001 et. seq.

A. Section 551.071 – Consultation with Attorney

1. The Board will discuss and receive legal advice from its attorney on matters which should be confidential under Texas Government Code Section 551.071(2).
 - a. Meadows v. Texas Education Agency; Commissioner of Education Robert Scott; and Lake Travis Independent School District, Docket No. D-1-GN-09-001611, In the 200th District Court of Travis County, Texas
 - b. Meadows v. Lake Travis Independent School District, Docket No. 1:08-CV-819-SS, in the United States District Court, Western District of Texas
 - c. Meadows v. Lake Travis Independent School District, Docket No. 09-50850, In the United States Court of Appeals for the Fifth Circuit

B. Section 551.074 – Personnel Matters

1. The Board will discuss the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of public employees or officials. (This may involve consultation with attorney as permitted under Section 551.071.)

Closed session adjourned at 7:55 p.m. No further action was taken.

Upcoming Meetings

President Tolles announced the following future meetings of the LTISD Board of Trustees:

- January 28, 2010, 7:00 p.m., Regular Board Meeting, EDC
- February 4, 2010, 6:00 p.m., Board Workshop, EDC
- February 18, 2010, 7:00 p.m., Regular Board Meeting, EDC
- March 11, 2010, 7:00 p.m., Regular Board Meeting, EDC

Adjournment

With no other business, the January 14, 2010 meeting of the LTISD Board of Trustees adjourned at 7:55 p.m.

Susan Tolles, President

Alan Williams, Secretary