

# Agenda of Regular Meeting

## The Board of Trustees Lake Travis Independent School District

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A meeting of the Board of Trustees of Lake Travis Independent School District will be held January 27, 2011, beginning at 6:15 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. Academic Excellence Indicator System Public Hearing - 6:45 p.m. 3
4. Pledge of Allegiance and Moment of Silence
5. Superintendent's Report 4
  - A. School Board Recognition Month
  - B. State Championship Football and Volleyball Team Recognition
  - C. CenTex Coach of the Year Recognition
6. Audience Comments
7. Discussion and/or Action 6
  - A. Administrative & Legal Services
    1. 2011-2012 Instructional Calendar
  - B. Business and Financial Services

1. Bond Program Update	8
2. Legislative Budget Update	
a. Hiring Freeze and Other Considerations in Response to Legislative Budget Proposals	
C. Consent Agenda	
1. Update 88 Policies	
a. CQ(Local) Electronic Communication and Data Management (Update 88)	
b. DH(Local) Employee Standards of Conduct (Update 88)	
c. EIE (Local) Academic Achievement: Retention and Promotion (Update 88)	
2. Revised E-Policies	
a. EEJC (Local) Individualized Learning: Correspondence Courses	
b. EHDD (Local) Extended Instructional Programs: College Course Work/Dual Credit	
c. EHDE (Local) Extended Instructional Programs: Distance Learning	
d. EIC (Local) Academic Achievement: Class Ranking	
3. Monthly Financial Reports - Income/Expenditures, Balance Sheet, Tax Statement & Quarterly Investment Report	15
4. December 16, 2010 Combined Board Workshop/Meeting Minutes	19
5. January 13, 2011 Board Workshop Minutes	24
8. Upcoming Meetings	
A. February 10, 2011, 6:00 p.m., Board Workshop, EDC	
B. February 24, 2011, 7:00 p.m., Board Meeting, EDC	
C. March 3, 2011, 6:00 p.m., Superintendent Summative Conference, EDC	
D. March 10, 2011, 6:00 p.m., Combined Board Workshop/Meeting, EDC	
9. Adjournment	



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	2009-2010 Academic Excellence Indicator System Public Hearing
<b>RECOMMENDED ACTION</b>	None
<b>RATIONALE</b>	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.
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Myra Pettit, Assistant Superintendent of Curriculum & Instruction Kathy Burbank, Director of Accountability, Achievement & Educational Technology
<b>ATTACHMENTS</b>	District and Campus AEIS Reports are available online at <a href="http://ritter.tea.state.tx.us/perfreport/aeis/2010/index.html">http://ritter.tea.state.tx.us/perfreport/aeis/2010/index.html</a> and on the district's Required Postings web page.
<b>MEETING DATE</b>	January 27, 2011



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	School Board Recognition
<b>RECOMMENDED ACTION</b>	Enjoy!
<b>RATIONALE</b>	Governor Perry proclaimed January 2011 as <b>School Board Recognition Month</b> 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 27 Board meeting.
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	n/a
<b>ATTACHMENTS</b>	Proclamation signed by Governor Rick Perry
<b>MEETING DATE</b>	January 27, 2011



**STATE OF TEXAS  
OFFICE OF THE GOVERNOR**

The biggest challenges facing the education system can also be among its greatest strengths. For example, 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 a difficult and oftentimes unappreciated task, but for over two centuries, American school boards have risen to such challenges. School boards also deal with issues such as the rapidly expanding role of technology in the classroom, the challenge to keep our children both well-educated and physically active, and — as always — the difficulties inherent in dealing with budgetary priorities.

The people who make up these boards volunteer their time because they care about their communities and their schools. Each year, the Texas Association of School Boards designates January as School Board Recognition Month, to emphasize the importance of the services these dedicated men and women provide to the schools and students 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 2011 to be

**School Board Recognition Month**



in Texas, and urge the appropriate recognition whereof.

In official recognition whereof,  
I hereby affix my signature this the  
19<sup>th</sup> day of November, 2010.

*Rick Perry*  
Governor of Texas



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	2011-2012 Lake Travis ISD Instructional Calendar
<b>RECOMMENDED ACTION</b>	Approve the 2011-2012 Lake Travis ISD Instructional Calendar.
<b>RATIONALE</b>	<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"><li>• Start of school August 22, which is the earliest date allowed by law. (According to TEC §25.0811, school may not start prior to the Monday after August 21.)</li><li>• Balance the number of days in each semester, while accommodating days missed due to TAKS.</li><li>• Includes 8 staff development days and three teacher work days.</li><li>• Includes early release dates at the elementary and secondary levels:<ul style="list-style-type: none"><li>○ Two early release dates are scheduled in October for elementary school parent conferences.</li><li>○ Three early release dates are scheduled in January and May for high school during exams.</li><li>○ One early release dates district-wide on the last day of school.</li></ul></li></ul>
<b>BUDGET PROVISIONS</b>	This calendar does not affect the District's budget.
<b>RESOURCE PERSONNEL</b>	Susan Bohn, Deputy Superintendent and General Counsel Myra Pettit, Assistant Superintendent for Curriculum and Instruction Holly Morris-Kuentz, Executive Director for Administrative and Human Resource Services
<b>ATTACHMENTS</b>	2011-2012 Instructional Calendar
<b>MEETING DATE</b>	January 27, 2011

# Lake Travis ISD

## 2011-2012 School Calendar

July 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						

student = 0 teacher = 0

August 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			

student = 8 teacher = 13

September 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	

student = 21 teacher = 21

October 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					

student = 20 teacher = 21

November 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			

student = 17 teacher = 19

December 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

student = 12 teacher = 12

January 2012						
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				

student = 20 teacher = 22

February 2012						
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			

student = 20 teacher = 20

March 2012						
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

student = 17 teacher = 17

April 2012						
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					

student = 20 teacher = 20

May 2012						
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		

student = 22 teacher = 22

June 2012						
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

student = 0 teacher = 1

- School Holiday
- District Holiday
- Student Holiday; Inservice/Workday
- New Teacher Orientation
- First and Last Day of School
- Bad Weather Make-up Day
- Begin 9 wks
- End 9 wks
- LTHS Early Dismissal
- Elem. Early Dismissal
- Testing: TAKS/STAAR

1st 9 weeks = 44 days  
 2nd 9 weeks = 43 days  
 1st semester = 87 days  
 3rd 9 weeks = 43 days  
 4th 9 weeks = 47 days  
 2nd semester = 90 days

Total: student = 177 teacher = 188

\* Teacher workday, if June 1st is used as a bad weather make-up day.

For a complete list of testing dates, please visit the LTSD web site at [www.ltidschools.org](http://www.ltidschools.org).

Pending Approval



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	Bond Construction Update
<b>RECOMMENDED ACTION</b>	Provide Information
<b>RATIONALE</b>	To keep the board and community updated on progress of the bond program
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Johnny Hill, Assistant Superintendent for Business, Financial and Auxiliary Services 533-6016  Jim Ratcliff, Senior Director Facilities, Construction and Auxiliary Services 533-6026
<b>ATTACHMENTS</b>	<ol style="list-style-type: none"><li>1. Bond Construction Update</li><li>2. Bond Financials</li></ol>
<b>MEETING DATE</b>	January 27, 2011



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

**BOND CONSTRUCTION UPDATE**  
**REPORT TO BOARD OF TRUSTEES**  
**JANUARY 27, 2011**

## Current Bond Facilities Projects

### 2006 Bond

- **Transportation Center and District Distribution Center** – The occupancy of the Distribution Center building and the Transportation Center building was completed over the winter break and these facilities are now in full operation.



**Transportation Center / Distribution Center site photo taken 1/7/11**

- **Conversion of Existing Transportation Center to Maintenance Facility** – The renovation work at this facility commenced on January 3, 2011 and is scheduled to take approximately 5 months to complete.
- **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/Distribution Center 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

- **Lake Travis High School Expansion** - This project included the expansion of Lake Travis High School to a student capacity of 2500 students and a core capacity of 3000 students and was completed in 2008. The seating capacity of the main competition athletic stadium was increased from 4000 to 6000 seats and was completed in 2006.
- **Lake Travis Middle School Expansion** – This project included the expansion of Lake Travis Middle School to a student capacity of 900 students and was completed in 2008.
- **Educational Development Center Phase II** – Conversion of the remaining, un-renovated classroom portion of this facility to offices for the Curriculum and Instruction Department was completed in May, 2010.
- **Serene Hills Elementary School** – this project, LTISD’s fifth elementary school, was substantially completed in February, 2008 and final acceptance was reached in January, 2010.
- **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  
2006 Bond Program Summary  
December 31, 2010

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	9,270,467.00	9,246,523.81	23,943.19
3 Interest Subject to Arbitrage Rebate	0.00	0.00	0.00	0.00
4 Other	0.00	559,281.00	559,280.76	0.24
<b>Total Resources</b>	<b>126,830,000.00</b>	<b>137,677,064.00</b>	<b>137,653,121.31</b>	<b>23,942.69</b>

  

Appropriations	Original Budget	Amended Budget	Total Expended	Balance to Complete
10 Elementary School #5	15,875,000.00	16,394,294.00	16,393,106.79	1,187.21
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	3,711,826.00	3,711,826.20	(0.20)
30 Lake Travis High School	56,305,000.00	62,370,563.00	62,308,994.97	61,568.03
40 Transportation Facility/Warehouse	6,015,000.00	9,897,199.00	6,885,534.59	3,011,664.41
50 Stadium	1,135,000.00	1,216,861.00	1,216,861.16	(0.16)
<b>Construction/Renovation</b>	<b>91,655,000.00</b>	<b>103,365,454.00</b>	<b>100,291,034.34</b>	<b>3,074,419.66</b>
60 Small Renovation Improvements	3,633,930.00	2,839,416.00	2,620,494.53	218,921.47
70 Building Equipment	417,700.00	425,257.00	411,643.66	13,613.34
80 Other Equipment	12,853,370.00	12,696,505.00	10,197,266.65	2,499,238.35
90 Land	15,750,000.00	15,059,445.00	14,928,374.68	131,070.32
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	0.00	0.00	0.00
94 Contingency	0.00	1,753,055.00	0.00	1,753,055.00
<b>Other Programs</b>	<b>35,175,000.00</b>	<b>34,311,610.00</b>	<b>29,695,713.12</b>	<b>4,615,896.88</b>
<b>Total 2006 Bond Program</b>	<b>126,830,000.00</b>	<b>137,677,064.00</b>	<b>129,986,747.46</b>	<b>7,690,316.54</b>

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

<b>SUBJECT</b>	Financial Report for December 2010
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	To provide financial updates to the board and community reflecting the current financial position of the school district.
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Johnny W. Hill, Asst. Supt. – Business, Financial & Auxiliary Services 533-6016
<b>ATTACHMENTS</b>	<ol style="list-style-type: none"><li>1. Statement of Revenues/Expenditures- December 2010</li><li>2. Balance Sheet- December 2010</li><li>3. Tax Report- December 2010</li></ol>
<b>MEETING DATE</b>	January 27, 2011

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

12/31/10		CURRENT YEAR			PRIOR YEAR		
REVENUES		BUDGET	ACTUAL	BALANCE	PERCENT OF BUDGET	CUMULATIVE ACTUAL	PERCENT OF ACTUAL TOT.
5711	CURRENT YEAR TAX REV.	\$ 61,790,898	\$ 28,429,034	\$ 33,361,864	46.01%	\$ 28,634,813	44.71%
57XX	OTHER LOC. REVENUES	2,173,000	1,137,386	1,035,614	52.34%	1,140,900	42.80%
5800	STATE PROG. REVENUE	16,088,967	10,390,599	5,698,368	64.58%	11,285,770	90.48%
5900	FEDERAL REVENUE	10,000	62,893	(52,893)	0.00%	80,066	0.00%
TOTAL REVENUE		\$ 80,062,865	\$ 40,019,912	\$ 40,042,953	49.99%	\$ 41,141,549	51.90%
EXPENDITURES							
11	INSTRUCTION 500	\$ 31,530,387	\$ 10,239,274	\$ 21,291,113	32.47%	\$ 9,567,952	34.14%
12	INSTR'L RESOURCES	645,794	214,572	431,222	33.23%	209,918	34.75%
13	STAFF DEVEL -500	330,747	81,798	248,949	24.73%	107,187	35.35%
21	INSTRUCTIONAL ADM.	175,111	80,352	94,759	45.89%	60,138	31.46%
23	SCHOOL ADMIN.	2,396,888	783,498	1,613,390	32.69%	768,165	33.64%
31	GUID. & COUNSELING	1,641,928	543,766	1,098,162	33.12%	523,144	33.91%
33	HEALTH SERVICE	513,423	167,303	346,120	32.59%	162,805	33.92%
34	TRANSPORTATION	2,274,764	840,848	1,433,916	36.96%	765,246	33.94%
35	FOOD SERVICE	59,400	19,800	39,600	33.33%	19,800	38.50%
36	CO-CURRICULAR ACT.	1,725,077	616,116	1,108,961	35.72%	625,672	33.83%
41	GENERAL ADMIN.	2,163,511	729,618	1,433,893	33.72%	795,086	35.49%
51	PLANT & MAINT OPER.	7,327,881	2,295,843	5,032,038	31.33%	2,188,532	35.39%
52	SECURITY	248,202	87,706	160,496	35.34%	79,758	37.91%
53	NON-INSTR'L D.P.	1,169,923	489,010	680,913	41.80%	449,554	45.44%
61	COMMUNITY SERVICES	99,400	40,275	59,125	40.52%	33,380	33.44%
71	DEBT SERVICE	15,000	0	15,000	0.00%	1,257	9.72%
81	FACILITIES/CONSTRUCTION	16,200	5,400	10,800	33.33%	5,400	96.26%
91	STATE TRANSFERS	29,092,759	0	29,092,759	0.00%	0	0.00%
92	INCREMENTAL COST WADA	250,000	213,966	36,034	85.59%	104,551	41.82%
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	0	200,000	0.00%	105,181	61.84%
TOTAL EXPENDITURES		\$ 81,906,395	\$ 17,449,145	\$ 64,457,250	21.30%	\$ 16,572,726	21.23%
OTHER RESOURCES AND (USES)							
7990	OTHER RESOURCES	\$ 30,000	\$ 0	\$ 30,000	0.00%	\$ 29,661	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		\$ 30,000	\$ 0	\$ 30,000	0.00%	\$ 29,661	
1200	EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (1,813,530)	\$ 22,570,767				
3000	BEG. FUND BAL. 9/01	24,086,662					
3000	END. FUND BAL. 8/31	\$ 22,273,132					
3111	RESERVED FUND BALANCE	399,040					
3251	UNRESERVED FUND BALANCE	21,874,092					

LAKE TRAVIS ISD  
 COMBINED INTERIM BALANCE SHEET - ALL FUND TYPES  
 AS OF: DECEMBER 31, 2010

		GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND	CAPITAL PROJECTS FUNDS	INTERNAL SVC TRUST & AGENCY FUNDS	TOTAL FUNDS
<b>ASSETS</b>							
1101-02	Cash	\$ 13,818,625	\$ (413,456)	\$ 1,042,309	\$ 4,164,123	\$ 1,604,476	20,216,077
1103-20	Temporary Investments	33,790,521		9,476,456	3,993,413	150,961	47,411,351
	Total Cash & Investments	\$ 47,609,146	\$ (413,456)	\$ 10,518,765	\$ 8,157,536	\$ 1,755,437	\$ 67,627,428
1210	Property Taxes-Current	34,829,039		9,241,616			44,070,655
1220	Property Taxes-Delinquent	1,916,161		469,497			2,385,658
1230	Allowance-Uncollected Taxes	(457,929)		(115,352)			(573,281)
1240	Due From Federal Agencies	1,196,277					1,196,277
1250	Sundry Receivables	3,413	173				3,586
1260	Due From Funds	354,075	216,983				571,058
1280	Due From Other Funds					177,998	177,998
1290	Other Receivables	4,200	2,157			(8,734)	(2,377)
1300	Inventories, At Cost						-
	Total Receivables	\$ 37,845,236	\$ 219,313	\$ 9,595,761	\$ -	\$ 169,264	\$ 47,829,574
1400	Other Current Assets	(59,521)	(13,110)		(46)	-	(72,677)
	TOTAL ASSETS	\$ 85,394,861	\$ (207,253)	\$ 20,114,526	\$ 8,157,490	\$ 1,924,701	\$ 115,384,325
<b>RESOURCES</b>							
5010	Estimated Revenue	\$ 80,092,865	\$ 7,353,584	\$ 16,742,412	\$ 44,137	\$	104,232,998
5030	Less: Realized Revenue	(40,019,912)	(1,008,426)	(7,740,120)	(20,194)	(5,299)	(48,793,951)
5000	Revenues to be Received	\$ 40,072,953	\$ 6,345,158	\$ 9,002,292	\$ 23,943	\$ (5,299)	\$ 55,439,047
	TOTAL ASSETS & RESOURCES	\$ 125,467,814	\$ 6,137,905	\$ 29,116,818	\$ 8,181,433	\$ 1,919,402	\$ 170,823,372
<b>LIABILITIES</b>							
2110	Accounts Payable	\$ 89,665	\$ -	\$ -	\$ -	\$ 9,951	\$ 99,616
2120	Loans and Leases Payable						-
2160	Accrued Wages Payable	1,843,154	58,164				1,901,318
2170	Due To Other Funds	372,323	4,685	254,370	9,347	99,705	740,430
2180	Due To Other Gov'ts	454					454
2190	Due To Student Groups						-
2140	Interest Payables						-
2150	Payroll Deduct & Withhold					(845)	(845)
	Total Current Payables	\$ 2,305,596	\$ 62,849	\$ 254,370	\$ 9,347	\$ 108,811	\$ 2,740,973
2210	Accrued Expenses					227,958	227,958
2300	Deferred Revenue	36,431,836	128,279	9,595,761			46,155,876
2400	Payable From Restricted Assets				240,108		240,108
	TOTAL LIABILITIES	\$ 38,737,432	\$ 191,128	\$ 9,850,131	\$ 249,455	\$ 336,769	\$ 49,364,915
<b>FUND EQUITY</b>							
6010	Appropriations	\$ 81,906,395	\$ 7,431,980	\$ 16,820,330	\$ 9,467,108	\$	115,625,813
6050	Less: Expenditures	(17,449,145)	(2,351,963)	(900)	(1,535,130)	(127,103)	(21,464,241)
6030	Encumbrances	(178,083)	(18,346)	-	(564,130)	-	(760,559)
	Available Appropriations	\$ 64,279,167	\$ 5,061,671	\$ 16,819,430	\$ 7,367,848	\$ (127,103)	\$ 93,401,013
4310	Reserve For Encumbrance	178,083	18,346		564,130		760,559
3600	Unreserved Fund Balance	21,874,092	866,760	2,447,257	-	1,709,736	26,897,845
3590	Reserved Fund Balance	399,040					399,040
	TOTAL LIAB. & FUND EQUITY	\$ 125,467,814	\$ 6,137,905	\$ 29,116,818	\$ 8,181,433	\$ 1,919,402	\$ 170,823,372

SUMMARY OF TAX COLLECTIONS  
AS OF DECEMBER 2010

2010-11 Original Tax Levy .....	\$ 80,233,490.21
Delinquent Taxes as of 8/31/10 .....	<u>3,083,545.39</u>
 Total Receivables for 2010-11 .....	 \$ 83,317,035.60
Current Year Adjustments .....	(190,906.04)
Prior Year Adjustments .....	<u>40,128.91</u>
 Adjusted Receivables.....	 \$ 83,166,258.47
Total Net Collections To Date .....	<u>(36,709,944.82)</u>
 Outstanding Receivables as of .....	 12/31/2010
	<u>\$ 46,456,313.65</u>

<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	\$ 61,790,898.00	\$ 28,429,824.02	\$ 33,361,073.98	46.01%
Maintenance - Prior Year Tax	800,000.00	583,248.94	216,751.06	72.91%
Maintenance - Penalties & Interest	<u>500,000.00</u>	<u>146,185.06</u>	<u>353,814.94</u>	<u>29.24%</u>
Sub-total	<u>\$ 63,090,898.00</u>	<u>\$ 29,159,258.02</u>	<u>\$ 33,931,639.98</u>	<u>46.22%</u>
 Debt Service - Current Tax	 \$ 16,392,412.00	 \$ 7,542,104.28	 \$ 8,850,307.72	 46.01%
Debt Service - Prior Year Tax	200,000.00	154,767.58	45,232.42	77.38%
Debt Service - Penalties & Interest	<u>125,000.00</u>	<u>38,368.97</u>	<u>86,631.03</u>	<u>30.70%</u>
Sub-total	<u>\$ 16,717,412.00</u>	<u>\$ 7,735,240.83</u>	<u>\$ 8,982,171.17</u>	<u>46.27%</u>
 Total Collections	 <u>\$ 79,808,310.00</u>	 <u>\$ 36,894,498.85</u>	 <u>\$ 42,913,811.15</u>	 <u>46.23%</u>

<u>Tax Collection Comparison with 2009-10: Adjusted Tax Roll</u>	<u>2010-11</u>	<u>2009-10</u>
Percent of Current Year Taxes Collected	44.94%	43.83%
Percent of Total Taxes Collected	45.86%	44.62%
Percent of Total Taxes and P & I Collected	46.09%	44.81%

<u>Tax Collection Comparison with 2009-10: Original Tax Roll</u>		
Percent of Current Year Taxes Collected	44.83%	42.77%
Percent of Total Taxes Collected	45.75%	43.53%
Percent of Total Taxes and P & I Collected	45.98%	43.72%



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	Minutes
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	The minutes of each official Board meeting are reviewed by the Board for accuracy, then approved by the Board prior to becoming public record.
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Marco Alvarado, Susan Bohn
<b>ATTACHMENTS</b>	December 16, 2010 Minutes January 13, 2011 Minutes
<b>MEETING DATE</b>	January 27, 2011

## **The Board of Trustees Lake Travis Independent School District**

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A regular meeting of the Board of Trustees of the Lake Travis Independent School District was held December 16, 2010, at the Educational Development Center, Live Oak Room, 607 Ranch Road 620 North, Austin, Texas 78734.

### **Call To Order**

President Jason Buddin called the meeting to order at 7:03 p.m.

### **Quorum Determination**

Trustees Jason Buddin, Lisa Johnson, Alex Alexander, Guy Clayton, Mayo Davidson, and Fred Goff were in attendance. Trustee Alan Williams was absent.

### **Pledge of Allegiance and Moment of Silence**

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

### **Audience Comments**

There were no requests received to address the Trustees.

### **Superintendent's Report**

- **Texas Business & Education Coalition Recognition - Lake Pointe Elementary and Lakeway Elementary** – Marco Alvarado, Director of Communications, Media & Community Relations, highlighted each school for its selection to the Texas Business and Education Coalition (TBEC) Honor Roll 2010. The honor roll recognizes schools that have the highest percentage of students performing at the state's most rigorous standard on the standardized tests—Commended—in every subject.

### **Governance**

- **Board Training Report** – Dr. Kirk stated that Lake Travis ISD Trustees Buddin, Williams, Johnson, Alexander, Clayton, Davidson, and Goff have met the required hours of continuing education. There are no Trustees that are deficient in the required continuing education. This item was for information only; no action was required.

- **2011 Bond Planning Resolution** – Dr. Kirk presented Resolution #12162011 regarding the support for and formation of a Bond Advisory Committee.

A **MOTION** was made by Trustee Goff, seconded by Trustee Johnson—with an amendment regarding specific ‘educational priorities and commitments that currently exist in the District’—to approve Resolution #12162011 as presented. All Trustees present voted in favor.

### **Administrative & Legal Services**

- **Policies** – Susan Bohn, Deputy Superintendent and General Counsel, presented the following policies for Board review. She stated the policies pertain primarily to instruction. Board adoption of these revised policies is recommended by TASB policy services and the district administration. The item will be placed under the Consent Agenda of the January 27, 2011 regular meeting for Board approval. This item was for informal purposes only; no action was required.
  - A. EEJC (Local) Individualized Learning: Correspondence Courses
  - B. EHDD (Local) Extended Instructional Programs: College Course Work/Dual Credit
  - C. EHDE (Local) Extended Instructional Programs: Distance Learning
  - D. EIC (Local) Academic Achievement: Class Ranking
  - E. EIE (Local) Academic Achievement: Retention and Promotion
- **LTISD 82nd Legislative Session Agenda** – Ms. Bohn presented a draft of the District’s agenda as it pertains to the 82<sup>nd</sup> Legislative Session. She indicated the item would be brought back for Board approval at the January 13, 2011 Board workshop. Ms. Bohn also indicated the Legislative session begins on January 11. This item was for information purposes and review only; no action was required.

### **Business Financial and Auxiliary Services**

- **Audit Report** – Johnny Hill, Assistant Superintendent for Business and Financial Services, introduced representatives from the audit firm of Maxwell, Locke & Ritter, LLP who presented its annual audit of the school district for the 2009-2010 fiscal year. The District received an unqualified opinion.

A **MOTION** was made by Trustee Goff, seconded by Trustee Clayton, to accept and approve the audit report as presented. All Trustees present voted in favor.

- **2006 Bond Update** - Jim Ratcliff, Senior Director for Facilities, Construction and Auxiliary Services, introduced Robert Winovitch as the District's new Facility Resources, Compliance & Construction Manager. Mr. Winovitch began his tenure at LTISD on Dec. 1, 2010.

Mr. Ratcliff stated that the Lake Travis Middle School and the Lake Travis High School projects have been officially closed. He also indicated that the new Transportation and Distribution Center is substantially complete and that full operations at the center will begin on January 3, 2011. Mr. Ratcliff also stated that the contractor will begin to convert the former transportation center at Lake Travis High School to a full-service maintenance facility. This item was for information purposes only; no action was required.

### **Consent Agenda**

- **Membership of Textbook Committees**
- **Capital Area College Tech Prep of Texas Grant + Other CTE Grants**
- **Monthly Financial Reports - Income/Expenditures, Balance Sheet, Tax Statement & Quarterly Investment Report**
- **Minutes -November 8, 2010 Regular Board Meeting**
- **Minutes - December 6, 2010 Special Called Meeting**

A **MOTION** was made by Trustee Davidson, seconded by Trustee Goff, to approve the consent agenda as presented, including the revision to the Minutes of the November 8, 2010 Regular Board Meeting. All Trustees present voted in favor.

### **Upcoming Meetings**

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

- A. January 13 2011, 6:00 p.m., Board Workshop, EDC
- B. January 27, 2011, 7:00 p.m., Board Meeting, EDC
- C. February 10, 2011 6:00 p.m., Board Workshop, EDC

### **Closed Session**

Trustee Alan Williams joined the meeting when Trustees and Dr. Kirk adjourned into Closed Session at 7:55 p.m. as permitted by the Texas Government Code Section 551.001 et. seq.

- **Section 551.074 – Personnel Matters**

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.)

A. Superintendent's Contract

**Open Session**

Trustees returned from Closed Session at 8:40 p.m.

A **MOTION** was made by Trustee Davidson, seconded by Trustee Johnson, to authorize the Board President to make changes to the Superintendent's contract, as discussed in Closed Session, and sign the contract on behalf of the Board. All Trustees voted in favor.

**Adjournment**

There being no further action, the December 16, 2010 Board of Trustees' regular meeting adjourned at 8:41 p.m.

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**Jason Buddin**, President

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**Lisa Johnson**, Secretary

# Minutes of Board Workshop

## The Board of Trustees Lake Travis Independent School District

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A workshop of the Board of Trustees of the Lake Travis Independent School District was held January 13, 2011 at the Educational Development Center, Live Oak Room, 607 Ranch Road 620 North, Austin, Texas 78734.

### Call To Order

President Jason Buddin called the meeting to order at 6:02 p.m.

### Quorum Determination

Trustees Jason Buddin, Lisa Johnson, Alex Alexander, Guy Clayton, Mayo Davidson, and Fred Goff were in attendance. Trustee Alan Williams was absent.

### Discussion and/or Action

#### ▪ **2011-2012 Instructional Arrangements**

Myra Pettit, Assistant Superintendent for Curriculum and Instruction, briefed the board on the middle school schedule transition activities. She also outlined the implementation of Professional Learning Communities (PLC) at both Lake Travis Middle School and Hudson Bend Middle School. Dr. Jill Siler, Executive Director for Secondary Academics and Organizational Planning, discussed the impact of the amended schedule. This item was for information only; no action was required.

#### ▪ **2011-2012 Instructional Calendar**

Susan Bohn, Deputy Superintendent and General Counsel, presented a draft of the proposed 2011-2012 school year calendar. This item was for information only; no action was required. The calendar will be presented to the Board for approval at the January 27, 2011 regular meeting.

#### ▪ **Financial Allocation Study for Texas (FAST)**

Johnny Hill, Assistant Superintendent for Business and Financial Services, reviewed the District's rating under FAST, or the Financial Allocation Study for Texas, as prepared by the Texas State Comptroller. LTISD received a four-out-of-five star

rating for cost-effective academic growth. This item was for information only; no action was required.

- **Bond Program Planning**

Jim Ratcliff, Senior Director for Facilities, Construction and Auxiliary Services, presented an update to the District's draft listing of potential construction items. Mr. Ratcliff stated the proposed projects address projected enrollment increases, program expansion and protection of current services. This item was for information only; no action was required.

- **Legislative Agenda**

Ms. Bohn outlined the District's legislative priorities first presented at the December 16, 2010 regular Board meeting. She indicated District staff will continue to monitor the actions of the 82<sup>nd</sup> Legislative Session, review bills under consideration and analyze potential impacts to LTISD.

A **MOTION** was made by Trustee Davidson, seconded by Trustee Goff, to accept and approve the legislative agenda as presented. All Trustees present voted in favor.

### **Upcoming Meetings**

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

- A. January 27, 2011, 7:00 p.m., Board Meeting, EDC
- B. February 10, 2011, 6:00 p.m., Board Workshop, EDC
- C. February 24, 2011, 7:00 p.m., Board Meeting, EDC

### **Closed Session**

Trustees adjourned into Closed Session at 8:40 p.m. as permitted by the Texas Government Code Section 551.001 et. seq.

- **Section 551.071 – Consultation with Attorney**

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.)

1. The Board will discuss and receive legal advice from its attorney regarding pending litigation under Texas Government Code Section 552.107(1).

a. Docket No. 079-SE-1210 before a TEA Hearing Officer

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).

▪ **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.)

▪ **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.

**Open Session**

Trustees returned from Closed Session at 9:33 p.m. No action was taken.

**Adjournment**

There being no further action, the January 13, 2011 Board of Trustees' workshop adjourned at 9:33 p.m.

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**Jason Buddin**, President

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**Lisa Johnson**, Secretary