

# Agenda of Regular Meeting

## The Board of Trustees Lake Travis Independent School District

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A Regular Meeting of the Board of Trustees of Lake Travis Independent School District will be held October 21, 2010, beginning at 7:00 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 as listed below. Items do not have to be taken in the order shown on this meeting notice.

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

1. Call To Order
2. Quorum Determination
3. Hearing on Annual FIRST Report - approximately 7:00 p.m. 3
4. ***Open Session will begin immediately following Hearing on Annual FIRST Report***
5. Pledge of Allegiance and Moment of Silence
6. Audience Comments
7. Superintendent's Report
  - A. Recognition of National Merit Scholar Program Recipients 4
8. Discussion and/or Action
  - A. Business Financial and Auxiliary Services
    1. Bond Reimbursement 5
    2. 2006 Bond Program Update 7
    3. Annual Investment Report 14
  - B. Consent Agenda
    1. First Reading of Investment Policy 18
    2. Qualified Broker's List 34
    3. Investment Trainers 36
    4. Monthly Financial Reports - Income/Expenditures, Balance Sheet, Tax Statement & Quarterly Investment Report 38
    5. Authorization of the President of the Board of Trustees to execute a

correction deed for the conveyance of 20 acres of land out of the J.A. Collier Survey Number 52, out of a 688.82 acre tract conveyed to W. Nelson, as recorded in volume 7385, page 333, of the Travis County, Texas deed records

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|---|----|
| 6. Minutes - September 16, 2010 Combined Board Workshop/Meeting | 46 |
| 7. Minutes - September 28, 2010 Superintendent Conference       | 49 |
| 8. Minutes - October 7, 2010 Board Workshop                     | 50 |
9. Upcoming Meetings
- A. November 11, 2010, 6:00 p.m., Combined Board Workshop/Meeting, EDC
  - B. December 7, 2010, 6:00 p.m., Superintendent Summative Conference, EDC
  - C. December 16, 2010, 6:00 p.m., Combined Board Workshop/Meeting, EDC
10. Closed Session - Trustees will adjourn into Closed Session as permitted by the Texas Government Code Section 551.001 et. seq.
- A. 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.)
11. Adjournment



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	Schools FIRST Report for 2008-09
<b>RECOMMENDED ACTION</b>	Public Hearing
<b>RATIONALE</b>	In 2001, the 77 <sup>th</sup> Legislature passed SB218 requiring the Commissioner of Education to adopt rules for implementation and administration of a financial accountability rating system as prescribed in the Texas Education Code, Chapter 39, Subchapter I. The resulting Financial Integrity Rating System for Texas (FIRST) measures the fiscal management performance of school districts in five areas: Critical Indicators, Fiscal Responsibility, Budgeting, Personnel and Cash Management. The code also mandates public hearings for presentation and discussion of the results on a timely basis after release of the ratings by the Texas Education Agency.
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Johnny W. Hill, Asst. Supt. – Business and Financial Services 533-6016
<b>ATTACHMENTS</b>	None
<b>MEETING DATE</b>	October 21, 2010

**NATIONAL MERIT SCHOLAR RECOGNITION  
LAKE TRAVIS HIGH SCHOOL  
2010**

**In Alphabetical Order:**

<b>Rachel Kelly Brooks</b>	<b>Commended Scholar</b>
<b>Anna Catherine Carter</b>	<b>Commended Scholar</b>
<b>Kyle B. Connell</b>	<b>National Merit Semifinalist</b>
<b>William Brennan Hoenig</b>	<b>National Merit Semifinalist</b>
<b>Angela Moira Loftus</b>	<b>Commended Scholar</b>
<b>Natalie Danielle McCauley</b>	<b>Commended Scholar</b>
<b>Christina Peck</b>	<b>National Hispanic Scholar</b>
<b>Bren M Power</b>	<b>Commended Scholar</b>
<b>Amanda Rae Sawyer</b>	<b>National Merit Semifinalist</b>
<b>Grace Anita Schaack</b>	<b>Commended Scholar</b>
<b>Kelsey A Simons</b>	<b>Commended Scholar</b>
<b>Brandon Valadez</b>	<b>National Hispanic Scholar</b>
<b>David Andrew Wetterau</b>	<b>Commended Scholar</b>



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	Lake Travis Independent School District Reimbursement Resolution
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	A Reimbursement Resolution will allow the District to reimburse itself from future bond proceeds for any incidental and related expenditures that occur within 18 months from the sale of those bonds. Since the District is entertaining discussions about a future bond election, it is prudent to have a standing Reimbursement Resolution on file.
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Johnny W. Hill, Asst. Supt. – Business, Financial & Auxiliary Services 533-6016
<b>ATTACHMENTS</b>	1. Lake Travis ISD Reimbursement Resolution
<b>MEETING DATE</b>	October 21, 2010

EXHIBIT A

**Lake Travis ISD Reimbursement Resolution**

***Consideration and approval of a Resolution relating to establishing the Lake Travis Independent School District's intention to reimburse itself for the prior lawful expenditure of funds relating to constructing various school district improvements from the proceeds of a series of obligations to be issued by the District for authorized purposes; authorizing other matters incidental and related thereto; and providing an effective date.***

EXHIBIT B

A motion by trustee \_\_\_\_\_ and seconded by trustee \_\_\_\_\_ that the Board of trustees adopt a Reimbursement Resolution.



## 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>	October 21, 2010



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

**BOND CONSTRUCTION UPDATE**  
**REPORT TO BOARD OF TRUSTEES**  
**OCTOBER 21, 2010**

## Current Bond Facilities Projects

### 2006 Bond

- **Lake Travis High School, Lake Travis Middle School** – Final audit closeout is expected within 30 days pending receipt of final performance and payment bond costs from the bonding company.
- **Transportation Center and District Distribution Center** – Substantial completion is scheduled for November 19, 2010. Occupancy of the Distribution Center building is scheduled for December 3, 2010 and occupancy of the Transportation Center building is scheduled for December 17, 2010.



**Transportation Center / Distribution Center site photo taken 10/8/10**

- **Conversion of Existing Transportation Center to Maintenance Facility** – The renovation work at this facility is scheduled to commence 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

- **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  
 September 30, 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	9,222,993.04	47,473.96
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>137,629,590.54</b>	<b>47,473.46</b>

Appropriations	Original Budget	Amended Budget	Total Expended	Balance to Complete
10 Elementary School #5	15,875,000.00	16,394,294.00	16,392,566.73	1,727.27
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	62,237,467.97	133,095.03
40 Transportation Facility/Warehouse	6,015,000.00	9,863,111.00	5,579,981.20	4,283,129.80
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>103,331,366.00</b>	<b>98,913,413.89</b>	<b>4,417,952.11</b>

60 Small Renovation Improvements	3,633,930.00	2,872,971.00	2,620,494.53	252,476.47
70 Building Equipment	417,700.00	425,257.00	411,643.66	13,613.34
80 Other Equipment	12,853,370.00	12,697,038.00	9,481,847.94	3,215,190.06
90 Land	15,750,000.00	15,059,445.00	14,894,140.68	165,304.32
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	1,681,126.00	0.00	1,681,126.00
<b>Other Programs</b>	<b>35,175,000.00</b>	<b>34,273,769.00</b>	<b>28,946,060.41</b>	<b>5,327,708.59</b>

<b>Total 2006 Bond Program</b>	<b>126,830,000.00</b>	<b>137,605,135.00</b>	<b>127,859,474.30</b>	<b>9,745,660.70</b>
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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>	Annual Investment Report
<b>RECOMMENDED ACTION</b>	Information
<b>RATIONALE</b>	Provide the Board of Trustees an annual overview of investment returns and strategy for the past and current year.
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Johnny W. Hill, Asst. Supt. – Business and Financial Services 533-6016
<b>ATTACHMENTS</b>	1. 2009-10 Annual Investment Report
<b>MEETING DATE</b>	October 21, 2010

Lake Travis Independent School District  
Annual Investment Report  
2009-10

## The Year in Review

Fiscal year 2010 was another challenging year for investment returns as Fed interest rates remained near 0% and most investment officers found little reason to venture out on the curve or out of their favorite collection of Texas pools. Our belief has been that with rates so low and with so much uncertainty about our economy, deficits, and foreign sovereign debt, staying with the safety and liquidity of the pools is likely the best place for our investments. We are also blessed to have locked in a 1% floor on all our demand and money market accounts at our depository bank, Prosperity.

## Summary of Fiscal Year Activity

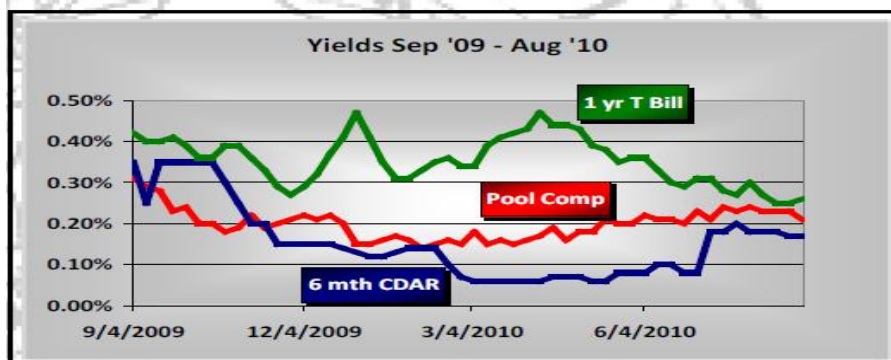
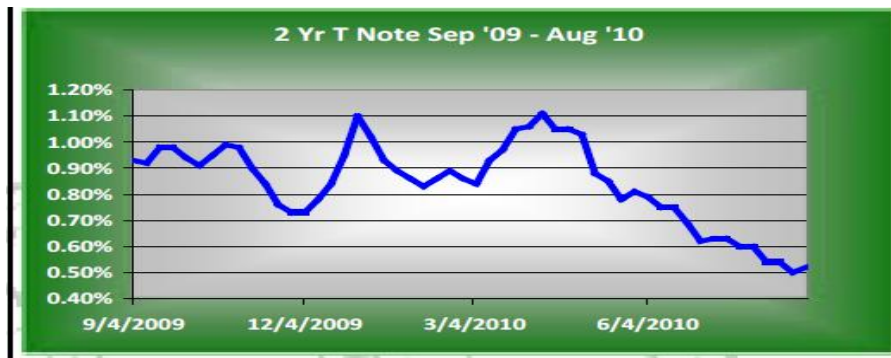
	Bank	1st Qtr.-11/30/09			2nd Qtr.-2/28/10			3rd Qtr.-5/31/10		4th Qtr.-8/31/10	
		Maturity Date	Yield (%)	Mkt Value	Maturity Date	Yield (%)	Mkt Value	Yield (%)	Mkt Value	Yield (%)	Mkt Value
<b>Certificates of Deposits-</b>											
Local Maintenance	Prosperity	10/26/09	1.650%	\$ 10,000,000	04/25/10	1.250%	\$ 10,000,000	N/A	\$ -	N/A	\$ -
Capital Projects-2006	Prosperity	10/26/09	1.650%	\$ 5,000,000	04/25/10	1.250%	\$ 5,000,000	N/A	0	N/A	0
Capital Projects-2006	Prosperity	04/28/10	2.000%	\$ 5,000,000	04/28/10	2.000%	\$ 5,000,000	N/A	0	N/A	0
Workers Comp Fund	Prosperity	04/28/10	2.000%	\$ 800,000	04/28/10	2.000%	\$ 800,000	N/A	0	N/A	0
<b>TOTAL CD'S</b>				<b>\$ 20,800,000</b>			<b>\$ 20,800,000</b>		<b>\$ -</b>		<b>\$ -</b>
<b>Money Market Accounts-</b>											
TexPool Accts	TexPool	N/A	0.220%	\$ 9,077,390	N/A	0.167%	\$ 41,630,987	0.206%	\$ 14,005,476	0.206%	\$ 7,725,493
MBIA Accts	MBIA	N/A	0.280%	\$ 2,061,775	N/A	0.220%	\$ 2,062,971	0.220%	\$ 2,064,046	0.220%	\$ 2,065,522
Prosperity Accts	Prosperity	N/A	1.000%	\$ 14,229,811	N/A	1.000%	\$ 3,328,413	1.000%	\$ 4,689,850	1.000%	\$ 4,696,958
<b>TOTAL MM ACCOUNTS</b>				<b>\$ 25,368,976</b>			<b>\$ 47,022,371</b>		<b>\$ 20,759,372</b>		<b>\$ 14,487,973</b>
<b>TOTAL INVESTMENTS</b>				<b>\$ 46,168,976</b>			<b>\$ 67,822,371</b>		<b>\$ 20,759,372</b>		<b>\$ 14,487,973</b>

## Comparison of Yields

		Yields	
		1-Sep-09	31-Aug-10
<b>T-Bills</b>			
3 mth		0.14%	0.16%
6 mth		0.23%	0.19%
12 mth		0.42%	0.26%
2 yr		0.93%	0.52%
<b>Agency Discos</b>			
3 mth		0.14%	0.12%
6 mth		0.23%	0.15%
12 mth		0.40%	0.21%
<b>CDARs</b>			
4 wk		0.15%	0.21%
13 wk		0.20%	0.17%
26 wk		0.35%	0.17%
52 wk		0.80%	0.25%
<b>MMFs</b>			
Govt		0.17%	0.08%
Prime		0.29%	0.27%
Tax-Free		0.22%	0.13%
Treasury		0.08%	0.03%

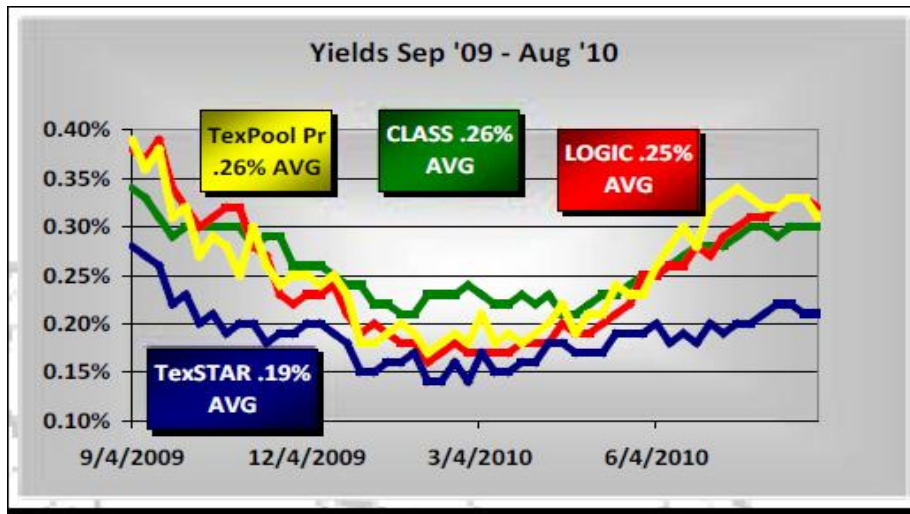
With yields at these levels, we believe the best approach will be to forget yield and focus on liquidity diversification. The sharp drop in the 1 year CD yield reflects the fact that banks do not really need any more money.

## Trends over the Past Year



The sharp decline in 2 year TN yields finally confirmed that the markets saw no reason to hope for much economic improvement and that the Fed could stay at 0% for the extended period of time. By August 2010, all short-term yields had compressed.

## Comparison of Investment Pools



All of the Texas Prime type pools were about the same in yield, with non-CP government pools lower by the spread that CP offers. This chart shows just how tight and competitive these pools have become.

## Summary

The District receives a majority of its funds once a year from tax collections in December and January. The taxes are directly wired into our TexPool Money Market Account. As tax collections become more available, the District will look for ways to diversify its investments. Because the District currently has a locked in 1% rate at the depository bank, we will cautiously maximize those investments, while continuing to look for opportunities in Certificate of Deposits, Agency Discos, T-Bills and other Money Market Funds. The investment strategy for the District will continue to be safety of the investment, investment liquidity, diversity of the investment and finally, rate of return.



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	Investment Policy CDA – Legal and Local
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	<p>State statute requires the Board of Trustees to review the district’s investment policy on an annual basis. The policy emphasizes the safety of principal and liquidity as it provides guidance to investing district funds. The most recent policy update approved by the Board of Trustees was in July 2009.</p> <p>No proposed changes are recommended to the district’s investment policy.</p>
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Johnny W. Hill, Assistant Superintendent for Financial & Business Services 533-6016
<b>ATTACHMENTS</b>	1. CDA – Legal and Local
<b>MEETING DATE</b>	October 21, 2010

All investments made by the District shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules or regulations. *Gov't Code 2256.026*

WRITTEN POLICIES

Investments shall be made in accordance with written policies approved by the Board. The investment policies must primarily emphasize safety of principal and liquidity and must address investment diversification, yield, and maturity and the quality and capability of investment management. The policies must include:

1. A list of the types of authorized investments in which the District's funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the District;
3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;
4. Methods to monitor the market price of investments acquired with public funds; and
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis.

*Gov't Code 2256.005(b)*

ANNUAL REVIEW

The Board shall review its investment policy and investment strategies not less than annually. The Board shall adopt a written instrument stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Gov't Code 2256.005(e)*

ANNUAL AUDIT

The District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies. The compliance audit shall be performed in conjunction with the annual financial audit. *Gov't Code 2256.005(m)*

INVESTMENT  
STRATEGIES

As part of the investment policy, the Board shall adopt a separate written investment strategy for each of the funds or group of funds under the Board's control. Each investment strategy must describe the investment objectives for the particular fund under the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the District;

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the investment needs to be liquidated before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

*Gov't Code 2256.005(d)*

INVESTMENT  
OFFICER

The District shall designate one or more officers or employees as investment officer(s) to be responsible for the investment of its funds. If the District has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the contracting Board's District. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances that a prudent person would exercise in the management of the person's own affairs, but the Board retains the ultimate responsibility as fiduciaries of the assets of the District. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the investing entity. Authority granted to a person to invest the District's funds is effective until rescinded by the District or until termination of the person's employment by the District, or for an investment management firm, until the expiration of the contract with the District. *Gov't Code 2256.005(f)*

A District or investment officer may use the District's employees or the services of a contractor of the District to aid the investment officer in the execution of the officer's duties under Government Code, Chapter 2256. *Gov't Code 2256.003(c)*

INVESTMENT  
TRAINING  
INITIAL

Within 12 months after taking office or assuming duties, the treasurer or chief financial officer and the investment officer of the District shall attend at least one training session from an independent source approved either by the Board or by a designated investment committee advising the investment officer. This initial training must contain at least ten hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. *Gov't Code 2256.008(a)*

WITHIN A TWO-  
YEAR PERIOD

The treasurer or chief financial officer and the investment officer must also attend an investment training session not less than once in a two-year period and receive not less than ten hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the Board

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

or a designated investment committee advising the investment officer. If the District has contracted with another investing entity to invest the District's funds, this training requirement may be satisfied by having a Board officer attend four hours of appropriate instruction in a two-year period. *Gov't Code 2256.008(a), (b)*

Investment training shall include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Government Code, Chapter 2256. *Gov't Code 2256.008(c)*

STANDARD OF  
CARE

Investments shall be made with judgment and care, under prevailing circumstances that a person of prudence, discretion, and intelligence would exercise in the management of his or her own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investments shall be governed by the following objectives in order of priority:

1. Preservation and safety of principal;
2. Liquidity; and
3. Yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the following shall be taken into consideration:

1. The investment of all funds, rather than the prudence of a single investment, over which the officer had responsibility.
2. Whether the investment decision was consistent with the Board's written investment policy.

*Gov't Code 2256.006*

PERSONAL  
INTEREST

A District investment officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the District shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined by Government Code Chapter 573, to an individual seeking to sell an investment to the investment officer's District shall file a statement disclosing that relationship. A required statement must be filed with the Board and with the Texas Ethics Commission. For purposes of this policy, an investment officer has a personal business relationship with a business organization if:

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

1. The investment officer owns ten percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. Funds received by the investment officer from the business organization exceed ten percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

*Gov't Code 2256.005(i)*

QUARTERLY  
REPORTS

Not less than quarterly, the investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the Public Funds Investment Act. This report shall be presented to the Board and the Superintendent not less than quarterly, within a reasonable time after the end of the period. The report must:

1. Contain a detailed description of the investment position of the District on the date of the report;
2. Be prepared jointly and signed by all District investment officers.
3. Contain a summary statement for each pooled fund group (i.e., each internally created fund in which one or more accounts are combined for investing purposes). The report must be prepared in compliance with generally accepted accounting principles and must state:
  - a. Beginning market value for the reporting period;
  - b. Additions and changes to the market value during the period;
  - c. Ending market value for the period; and
  - d. Fully accrued interest for the reporting period.
4. State the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested.
5. State the maturity date of each separately invested asset that has a maturity date.
6. State the account or fund or pooled group fund in the District for which each individual investment was acquired.

7. State the compliance of the investment portfolio of the District as it relates to the District's investment strategy expressed in the District's investment policy and relevant provisions of Government Code, Chapter 2256.

If the District invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the Board by that auditor.

*Gov't Code 2256.023*

SELECTION OF  
BROKER

The Board or a designated investment committee, shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District. *Gov't Code 2256.025*

AUTHORIZED  
INVESTMENTS

The Board may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with its adopted investment policies and according to the standard of care set out in this policy. Investments may be made directly by the Board or by a nonprofit corporation acting on behalf of the Board or an investment pool acting on behalf of two or more local governments, state agencies, or a combination of the two. *Gov't Code 2256.003(a)*

In the exercise of these powers, the Board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made for such purpose may not be for a term longer than two years. A renewal or extension of the contract must be made by the Board by order, ordinance, or resolution. *Gov't Code 2256.003(b)*

The following investments are authorized:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities; direct obligations of the state of Texas or its agencies and instrumentalities; collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States; other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the state of Texas, the United States, or their respective agencies and instrumentalities; ob-

ligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent; and bonds issued, assumed, or guaranteed by the state of Israel. *Gov't Code 2256.009(a)*

The following investments are not authorized:

- a. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- b. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- c. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years.
- d. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

*Gov't Code 2256.009(b)*

2. Certificates of deposit or share certificates issued by a depository institution that has its main office or a branch office in Texas that is guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor and is secured by obligations described in item 1 above, including mortgage-backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates (but excluding those mortgage-backed securities described in Section 2256.009[b]) or secured in any other manner and amount provided by law for the deposits of the investing entity. *Gov't Code 2256.010(a)*

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment under Government Code 2256.010:

- a. The funds are invested by the District through a depository institution that has its main office or a branch office in this state and that is selected by the District;
- b. The depository institution selected by the District arranges for the deposit of the funds in certificates of de-

posit in one or more federally insured depository institutions, wherever located, for the account of the District;

- c. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States;
- d. The depository institution selected by the District acts as custodian for the District with respect to the certificates of deposit issued for the account of the District entity; and
- e. At the same time that the funds are deposited and the certificates of deposit are issued for the account of the District, the depository institution selected by the District receives an amount of deposits from customers of other federally insured depository institutions, wherever located, that is equal to or greater than the amount of the funds invested by the District through the depository institution.

*Gov't Code 2256.010(b)*

The investment policies may provide that bids for certificates of deposit be solicited orally, in writing, electronically, or in any combination of those methods. *Gov't Code 2256.005(c)*

- 3. Fully collateralized repurchase agreements that have a defined termination date, are secured by obligations of the United States or its agencies and instrumentalities, are pledged to the District, held in the District's name, and deposited with the District or a third party selected and approved by the Board, and placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas. The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by the District under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement. *Gov't Code 2256.011*
- 4. A securities lending program if:
  - a. The value of securities loaned is not less than 100 percent collateralized, including accrued income, and the loan allows for termination at any time;

- b. The loan is secured by:
  - (1) Pledged securities described by Government Code 2256.009;
  - (2) Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
  - (3) Cash invested in accordance with Government Code 2256.009, 2256.013, 2256.014, or 2256.016;
- c. The terms of the loan require that the securities being held as collateral be pledged to the investing entity, held in the investing entity's name, and deposited at the time the investment is made with the entity or with a third party selected by or approved by the investing entity; and
- d. The loan is placed through a primary government securities dealer or a financial institution doing business in this state.

An agreement to lend securities under a securities lending program must have a term of one year or less.

*Gov't Code 2256.0115*

- 5. Banker's acceptance, with a stated maturity of 270 days or fewer from the date of issuance that will be liquidated in full at maturity, which is eligible for collateral for borrowing from a Federal Reserve Bank, and is accepted by a bank meeting the requirements of Government Code 2256.012(4). *Gov't Code 2256.012*
- 6. Commercial paper that has a stated maturity of 270 days or fewer from the date of issuance and is rated not less than A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies or by one nationally recognized credit rating agency provided the commercial paper is fully secured by an irrevocable letter of credit issued by a bank organized and existing under United States law or the law of any state. *Gov't Code 2256.013*
- 7. No-load money market mutual funds that:
  - a. Are registered with and regulated by the Securities and Exchange Commission;

- b. Provide the District with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.);
- c. Have a dollar-weighted average stated maturity of 90 days or fewer; and
- d. Include in their investment objectives the maintenance of a stable net asset value of \$1 for each share.

However, investments in no-load money market mutual funds shall be limited to the percentages authorized by Government Code 2256.014(c).

8. No-load mutual funds that:

- a. Are registered with the Securities and Exchange Commission;
- b. Have an average weighted maturity of less than two years;
- c. Are invested exclusively in obligations approved by Government Code Chapter 2256, Subchapter A, regarding authorized investments (Public Funds Investment Act);
- d. Are continuously rated by at least one nationally recognized investment rating firm of not less than AAA or its equivalent; and
- e. Conform to the requirements in Government Code Section 2256.016(b) and (c) relating to the eligibility of investment pools to receive and invest funds of investing entities.

Investments in no-load mutual funds shall be limited to the percentages authorized by Government Code 2256.014(c). In addition, the District may not invest any portion of bond proceeds, reserves, and funds held for debt service, in no-load mutual funds described in this item.

*Gov't Code 2256.014*

- 9. A guaranteed investment contract, as an investment vehicle for bond proceeds, if the guaranteed investment contract:
  - a. Has a defined termination date.
  - b. Is secured by obligations described by Government Code Section 2256.009(a)(1), excluding those obliga-

tions described by Section 2256.009(b), in an amount at least equal to the amount of bond proceeds invested under the contract.

- c. Is pledged to the District and deposited with the District or with a third party selected and approved by the District.

Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested in a guaranteed investment contract with a term longer than five years from the date of issuance of the bonds.

To be eligible as an authorized investment:

- a. The Board must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds.
- d. The District must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received.
- e. The District must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received.
- f. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested.
- g. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

*Gov't Code 2256.015*

- 10. A public funds investment pool meeting the requirements of Government Code 2256.016 and 2256.019, if the Board authorizes the investment in the particular pool by resolution.  
*Gov't Code 2256.016, 2256.019*

CHANGE IN LAW

The District is not required to liquidate investments that were authorized investments at the time of purchase. *Gov't Code 2256.017*

SELLERS OF  
INVESTMENTS

A written copy of the investment policy shall be presented to any person offering to engage in an investment transaction with the District or to an investment management firm under contract with

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

the District to invest or manage the District's investment portfolio. For purposes of this section, a business organization includes investment pools and an investment management firm under contract with the District to invest or manage the District's investment portfolio. The qualified representative of the business organization offering to engage in an investment transaction with the District shall execute a written instrument in a form acceptable to the District and the business organization substantially to the effect that the business organization has:

1. Received and thoroughly reviewed the District investment policy; and
2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the District and the organization that are not authorized by the District's policy, except to the extent that this authorization is dependent on an analysis of the makeup of the District's entire portfolio or requires an interpretation of subjective investment standards.

The investment officer may not acquire or otherwise obtain any authorized investment described in the District's investment policy from a person who has not delivered to the District the instrument described above.

*Gov't Code 2256.005(k), (l)*

DONATIONS

A gift, devise, or bequest made to provide college scholarships for District graduates may be invested by the Board as provided in Property Code 117.004, unless otherwise specifically provided by the terms of the gift, devise, or bequest. *Education Code 45.107*

Investments donated to the District for a particular purpose or under terms of use specified by the donor are not subject to the requirements of Government Code Chapter 2256, Subchapter A. *Gov't Code 2256.004(b)*

ELECTRONIC FUNDS  
TRANSFER

The District may use electronic means to transfer or invest all funds collected or controlled by the District. *Gov't Code 2256.051*

OTHER REVENUES  
INVESTMENTS

CDA  
(LOCAL)

INVESTMENT  
AUTHORITY

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

APPROVED  
INVESTMENT  
INSTRUMENTS

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

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

SAFETY AND  
INVESTMENT  
MANAGEMENT

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

OTHER REVENUES  
INVESTMENTS

CDA  
(LOCAL)

LIQUIDITY AND  
MATURITY

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

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

DIVERSITY

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

MONITORING MARKET  
PRICES

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

FUNDS / STRATEGIES

Investments of the following fund categories shall be consistent with this policy and in accordance with the strategy defined below.

OPERATING FUNDS

Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

AGENCY FUNDS

Investment strategies for agency funds shall have as their objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

DEBT SERVICE  
FUNDS

Investment strategies for debt service funds shall have as their objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.

CAPITAL PROJECTS

Investment strategies for capital project funds shall have as their objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.

OTHER REVENUES  
INVESTMENTS

CDA  
(LOCAL)

SAFEKEEPING AND  
CUSTODY

The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.

BROKERS / DEALERS

Prior to handling investments on behalf of the District, brokers/dealers must submit required written documents in accordance with law. [See SELLERS OF INVESTMENTS, CDA(LEGAL)] Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the Financial Industry Regulatory Authority (FINRA).

SOLICITING BIDS FOR  
CD'S

In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.

INTEREST RATE RISK

To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.

The District shall monitor interest rate risk using weighted average maturity and specific identification.

INTERNAL CONTROLS

A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the District's independent auditing firm.

Lake Travis ISD  
227913

OTHER REVENUES  
INVESTMENTS

CDA  
(LOCAL)

PORTFOLIO REPORT

In addition to the quarterly report required by law and signed by the District's investment officer, a comprehensive report on the investment program and activity shall be presented annually to the Board.



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	Investment Brokers and Dealers
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	Annually, the Board of Trustees is required to approve a list of qualified brokers and dealers who are authorized to engage in investment transactions with the district. The attachment includes the list of firms previously approved.
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Johnny W. Hill, Asst. Supt. – Business and Financial Services 533-6016
<b>ATTACHMENTS</b>	1. Investment Brokers and Dealers
<b>MEETING DATE</b>	October 21, 2010

## **Investment Brokers, Dealers and Investment Advisors October 21, 2010**

In accordance with Section 2256.025 of the Government Code, the following is a list of investment brokers and dealers approved by the Board of Trustees to sell securities and investments to the Lake Travis ISD:

A.G. Edwards  
A.J. Capital  
Capital One  
Certificate of Deposit Account Registry Services Investment Program  
(CDARS)  
Coastal Securities  
First Public  
First Southwest Company  
Jeff Flynn, Tracs Financial  
JP Morgan Chase  
Merrill Lynch  
Morgan Keegan  
Mulvihill Asset Management  
RBC Dain Rauscher  
Salomon Smith Barney  
Southwest Securities  
Wells Fargo Brokerage Services



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	Investment Trainers
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	Sources of investment training must be approved by the Board of Trustees. The attached list includes the list of firms previously approved.
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Johnny W. Hill, Asst. Supt. – Business and Financial Services 533-6016
<b>ATTACHMENTS</b>	1. Independent Sources of Investment Training
<b>MEETING DATE</b>	October 21, 2010

## **Independent Sources of Investment Training October 21, 2010**

In accordance with Section 2256.008(a)(2) of the Government Code, the following organizations are approved for investment training by the Lake Travis ISD Board of Trustees:

First Public  
First Southwest Company  
Local Government Investment Cooperative  
MBIA Municipal Investors Service Corporation  
PFM Asset Management, LLC  
Regional Education Service Center 13  
Southwest Securities  
Texas Association of School Administrators  
Texas Association of School Boards  
Texas Association of School Business Officials (TASBO)  
Texas Tech University  
TexPool  
Tracs Financial, LLC  
University of North Texas  
Wells Fargo Brokerage Services



## AGENDA ITEM ACTION SHEET

<b>SUBJECT</b>	Financial Report for August & September 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-August &amp; September 2010</li><li>2. Balance Sheet-August &amp; September 2010</li><li>3. Tax Report-August &amp; September 2010</li><li>4. Quarterly Investment Report-August 2010</li></ol>
<b>MEETING DATE</b>	October 21, 2010

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

8/31/10	CURRENT YEAR			PRIOR YEAR		
REVENUES	BUDGET	ACTUAL	BALANCE	PERCENT OF BUDGET	CUMULATIVE ACTUAL	PERCENT OF ACTUAL TOT.
5711 CURRENT YEAR TAX REV.	\$ 64,196,233	\$ 64,046,044	\$ 150,189	99.77%	\$ 62,569,822	100.00%
57XX OTHER LOC. REVENUES	2,293,050	2,665,677	(372,627)	116.25%	1,299,175	100.00%
5800 STATE PROG. REVENUE	12,901,244	12,472,822	428,422	96.68%	14,485,093	100.00%
5900 FEDERAL REVENUE	80,000	81,107	(1,107)	0.00%	1,429	100.00%
TOTAL REVENUE	\$ 79,470,527	\$ 79,265,650	\$ 204,877	99.74%	\$ 78,355,519	100.00%
EXPENDITURES						
11 INSTRUCTION	\$ 28,396,424	\$ 28,021,583	\$ 374,841	98.68%	\$ 27,035,030	100.00%
12 INSTR'L RESOURCES	631,889	604,163	27,726	95.61%	612,294	100.00%
13 STAFF DEVELOPMENT	325,368	303,214	22,154	93.19%	422,475	100.00%
21 INSTRUCTIONAL ADM.	258,645	191,142	67,503	73.90%	312,083	100.00%
23 SCHOOL ADMIN.	2,329,439	2,283,542	45,897	98.03%	2,321,247	100.00%
31 GUID. & COUNSELING	1,594,193	1,542,671	51,522	96.77%	1,620,844	100.00%
33 HEALTH SERVICE	497,495	479,984	17,511	96.48%	454,632	100.00%
34 TRANSPORTATION	2,306,617	2,254,707	51,910	97.75%	1,908,181	100.00%
35 FOOD SERVICE	59,400	51,429	7,971	86.58%	45,152	100.00%
36 CO-CURRICULAR ACT.	1,874,625	1,849,346	25,279	98.65%	1,662,351	100.00%
41 GENERAL ADMIN.	2,277,615	2,240,355	37,260	98.36%	2,381,151	100.00%
51 PLANT & MAINT OPER.	6,346,476	6,183,437	163,039	97.43%	6,029,393	100.00%
52 SECURITY	247,310	210,369	36,941	85.06%	191,401	100.00%
53 NON-INSTR'L D.P.	1,024,121	989,266	34,855	96.60%	928,544	100.00%
61 COMMUNITY SERVICES	129,877	99,832	30,045	76.87%	62,145	100.00%
71 DEBT SERVICE	15,000	12,932	2,068	86.21%	0	100.00%
81 FACILITIES/CONSTRUCTION	16,200	5,610	10,590	34.63%	9,242	100.00%
91 STATE TRANSFERS	30,439,833	30,318,407	121,426	99.60%	31,083,494	100.00%
92 INCREMENTAL COST WADA	250,000	250,000	0	100.00%	224,007	100.00%
93 SPEC. ED TRF-REG. DAY	15,000	0	15,000	0.00%	13,073	100.00%
95 JJAEP TRANSFER PYMTS	15,000	11,626	3,374	77.51%	11,559	100.00%
99 TRAVIS CO. APPRAISAL	200,000	170,095	29,905	85.05%	182,999	100.00%
TOTAL EXPENDITURES	\$ 79,250,527	\$ 78,073,710	\$ 1,176,817	98.52%	\$ 77,511,297	100.00%
OTHER RESOURCES AND (USES)						
7990 OTHER RESOURCES	\$ 30,000	\$ 29,661	\$ 339	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	\$ 30,000	\$ 29,661	\$ 339	0.00%	\$ 0	0.00%
1200 EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ 250,000	\$ 1,221,601				
3000 BEG. FUND BAL. 9/01	22,636,855					
3000 END. FUND BAL. 8/31	\$ 22,886,855					
3111 RESERVED FUND BALANCE	316,642					
3251 UNRESERVED FUND BALANCE	22,570,213					

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

9/30/10	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	\$ 0	\$ 61,790,898	0.00%	\$ 0	0.00%
57XX OTHER LOC. REVENUES	2,173,000	92,570	2,080,430	4.26%	343,873	12.90%
5800 STATE PROG. REVENUE	16,088,967	6,147,705	9,941,262	38.21%	6,287,934	50.41%
5900 FEDERAL REVENUE	10,000	0	10,000	0.00%	0	100.00%
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TOTAL REVENUE	\$ 80,062,865	\$ 6,240,275	\$ 73,822,590	7.79%	\$ 6,631,807	8.37%
EXPENDITURES						
11 INSTRUCTION	\$ 31,529,387	\$ 2,388,458	\$ 29,140,929	7.58%	\$ 2,401,111	8.57%
12 INSTR'L RESOURCES	645,794	60,090	585,704	9.30%	64,008	10.59%
13 STAFF DEVELOPMENT	330,747	20,589	310,158	6.22%	29,204	9.63%
21 INSTRUCTIONAL ADM.	175,111	18,632	156,479	10.64%	20,474	10.71%
23 SCHOOL ADMIN.	2,396,888	184,736	2,212,152	7.71%	194,837	8.53%
31 GUID. & COUNSELING	1,641,928	126,370	1,515,558	7.70%	131,314	8.51%
33 HEALTH SERVICE	513,423	39,718	473,705	7.74%	40,951	8.53%
34 TRANSPORTATION	2,274,764	276,696	1,998,068	12.16%	220,187	9.77%
35 FOOD SERVICE	59,400	0	59,400	0.00%	4,950	9.62%
36 CO-CURRICULAR ACT.	1,725,077	135,525	1,589,552	7.86%	152,527	8.25%
41 GENERAL ADMIN.	2,163,511	216,180	1,947,331	9.99%	230,100	10.27%
51 PLANT & MAINT OPER.	7,327,881	793,266	6,534,615	10.83%	778,105	12.58%
52 SECURITY	248,202	21,713	226,489	8.75%	21,045	10.00%
53 NON-INSTR'L D.P.	1,169,923	76,993	1,092,930	6.58%	54,720	5.53%
61 COMMUNITY SERVICES	99,400	2,603	96,797	2.62%	5,242	5.25%
71 DEBT SERVICE	15,000	0	15,000	0.00%	1,257	100.00%
81 FACILITIES/CONSTRUCTION	16,200	0	16,200	0.00%	1,350	24.06%
91 STATE TRANSFERS	29,092,759	0	29,092,759	0.00%	0	0.00%
92 INCREMENTAL COST WADA	250,000	105,181	144,819	42.07%	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%	0	0.00%
	-----	-----	-----	-----	-----	-----
TOTAL EXPENDITURES	\$ 81,905,395	\$ 4,466,750	\$ 77,438,645	5.45%	\$ 4,455,933	5.71%
OTHER RESOURCES AND (USES)						
7990 OTHER RESOURCES	\$ 30,000	\$ 29,661	\$ 339	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	\$ 30,000	\$ 29,661	\$ 339	0.00%	\$ 0	0.00%
1200 EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (1,812,530)	\$ 1,803,186				
3000 BEG. FUND BAL. 9/01	23,857,456					
	-----					
3000 END. FUND BAL. 8/31	\$ 22,044,926					
	-----					
3111 RESERVED FUND BALANCE	399,040					
3251 UNRESERVED FUND BALANCE	21,645,886					

LAKE TRAVIS ISD  
 COMBINED INTERIM BALANCE SHEET - ALL FUND TYPES  
 AS OF: AUGUST 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	\$ 16,474,126	\$ (1,102,721)	\$ 1,117,190	\$ 6,497,106	\$ 1,743,491	24,729,192
1103-20 Temporary Investments	8,358,012		1,662,354	3,990,592	150,847	14,161,805
Total Cash & Investments	\$ 24,832,138	\$ (1,102,721)	\$ 2,779,544	\$ 10,487,698	\$ 1,894,338	\$ 38,890,997
1210 Property Taxes-Current	1,101,892		292,319			1,394,211
1220 Property Taxes-Delinquent	1,336,824		352,511			1,689,335
1230 Allowance-Uncollected Taxes	(457,929)		(115,352)			(573,281)
1240 Due From Federal Agencies	1,196,277	1,497,852				2,694,129
1250 Sundry Receivables	3,794	372				4,166
1260 Due From Funds	96,414					96,414
1280 Due From Other Funds		66,627			181,688	248,315
1290 Other Receivables	4,200	2,157				6,357
1300 Inventories, At Cost						-
Total Receivables	\$ 3,281,472	\$ 1,567,008	\$ 529,478	\$ -	\$ 181,688	\$ 5,559,646
1400 Other Current Assets	-	-				-
TOTAL ASSETS	\$ 28,113,610	\$ 464,287	\$ 3,309,022	\$ 10,487,698	\$ 2,076,026	\$ 44,450,643
<b>RESOURCES</b>						
5010 Estimated Revenue	\$ 79,500,527	\$ 9,051,531	\$ 16,549,951	\$ 224,655	\$ 395,000	\$ 105,721,664
5030 Less: Realized Revenue	(79,295,311)	(7,700,134)	(17,397,521)	(180,823)	(407,029)	(104,980,818)
5000 Revenues to be Received	\$ 205,216	\$ 1,351,397	\$ (847,570)	\$ 43,832	\$ (12,029)	\$ 740,846
TOTAL ASSETS & RESOURCES	\$ 28,318,826	\$ 1,815,684	\$ 2,461,452	\$ 10,531,530	\$ 2,063,997	\$ 45,191,489
<b>LIABILITIES</b>						
2110 Accounts Payable	\$ 65,007	\$ -	\$ -	\$ -	\$ -	65,007
2120 Loans and Leases Payable						-
2160 Accrued Wages Payable	1,843,154	58,164				1,901,318
2170 Due To Other Funds	225,676	13,291		9,347	96,414	344,728
2180 Due To Other Govt's					4,944	4,944
2190 Due To Student Groups					27,024	27,024
2140 Interest Payables						-
2150 Payroll Deduct & Withhold						-
Total Current Payables	\$ 2,133,837	\$ 71,455	\$ -	\$ 9,347	\$ 128,382	\$ 2,343,021
2210 Accrued Expenses					227,958	227,958
2300 Deferred Revenue	2,121,317	128,279	529,478			2,779,074
2400 Payable From Restricted Assets						-
TOTAL LIABILITIES	\$ 4,255,154	\$ 199,734	\$ 529,478	\$ 9,347	\$ 356,340	\$ 5,350,053
<b>FUND EQUITY</b>						
6010 Appropriations	\$ 79,250,527	\$ 9,194,667	\$ 16,549,951	\$ 21,244,640	\$ 385,000	\$ 126,624,785
6050 Less: Expenditures	(78,073,710)	(7,784,999)	(16,591,736)	(10,505,423)	(237,507)	(113,193,375)
6030 Encumbrances	-	-	-	-	-	-
Available Appropriations	\$ 1,176,817	\$ 1,409,668	\$ (41,785)	\$ 10,739,217	\$ 147,493	\$ 13,431,410
4310 Reserve For Encumbrance	-	-				-
3600 Unreserved Fund Balance	22,886,855	206,282	1,973,759	(217,034)	1,560,164	26,410,026
3590 Reserved Fund Balance	-					-
TOTAL LIAB. & FUND EQUITY	\$ 28,318,826	\$ 1,815,684	\$ 2,461,452	\$ 10,531,530	\$ 2,063,997	\$ 45,191,489

LAKE TRAVIS ISD  
 COMBINED INTERIM BALANCE SHEET - ALL FUND TYPES  
 AS OF: SEPTEMBER 30, 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	\$ 17,987,496	\$ 673,055	\$ 1,040,605	\$ 5,568,630	\$ 3,504,807	28,774,593
1103-20	Temporary Investments	8,654,982		1,739,866	3,990,689	150,868	14,536,405
	Total Cash & Investments	\$ 26,642,478	\$ 673,055	\$ 2,780,471	\$ 9,559,319	\$ 3,655,675	\$ 43,310,998
1210	Property Taxes-Current	1,101,892		292,319			1,394,211
1220	Property Taxes-Delinquent	1,336,824		352,511			1,689,335
1230	Allowance-Uncollected Taxes	(457,929)		(115,352)			(573,281)
1240	Due From Federal Agencies	1,196,277					1,196,277
1250	Sundry Receivables	3,387	136				3,523
1260	Due From Funds	97,099					97,099
1280	Due From Other Funds		79,941			181,688	261,629
1290	Other Receivables	4,200	2,157			(1,575)	4,782
1300	Inventories, At Cost						-
	Total Receivables	\$ 3,281,750	\$ 82,234	\$ 529,478	\$ -	\$ 180,113	\$ 4,073,575
1400	Other Current Assets	(15,451)	(3,425)		(27)	-	(18,903)
	TOTAL ASSETS	\$ 29,908,777	\$ 751,864	\$ 3,309,949	\$ 9,559,292	\$ 3,835,788	\$ 47,365,670
<b>RESOURCES</b>							
5010	Estimated Revenue	\$ 80,092,865	\$ 6,784,361	\$ 16,742,412	\$ 150,000	\$ 395,000	\$ 104,164,638
5030	Less: Realized Revenue	(6,240,275)	(140,247)	(926)	(5,254)	(1,337)	(6,388,039)
5000	Revenues to be Received	\$ 73,852,590	\$ 6,644,114	\$ 16,741,486	\$ 144,746	\$ 393,663	\$ 97,776,599
	TOTAL ASSETS & RESOURCES	\$ 103,761,367	\$ 7,395,978	\$ 20,051,435	\$ 9,704,038	\$ 4,229,451	\$ 145,142,269
<b>LIABILITIES</b>							
2110	Accounts Payable	\$ 65,584	\$ -	\$ -	\$ -	\$ 1,215,433	\$ 1,281,017
2120	Loans and Leases Payable						-
2160	Accrued Wages Payable	1,843,154	58,164				1,901,318
2170	Due To Other Funds	237,415	13,033		9,347	97,099	356,894
2180	Due To Other Govt's	6,291					6,291
2190	Due To Student Groups					27,024	27,024
2140	Interest Payables						-
2150	Payroll Deduct & Withhold					604,009	604,009
	Total Current Payables	\$ 2,152,444	\$ 71,197	\$ -	\$ 9,347	\$ 1,943,565	\$ 4,176,553
2210	Accrued Expenses					227,958	227,958
2300	Deferred Revenue	2,125,352	128,279	529,478			2,783,109
2400	Payable From Restricted Assets						-
	TOTAL LIABILITIES	\$ 4,277,796	\$ 199,476	\$ 529,478	\$ 9,347	\$ 2,171,523	\$ 7,187,620
<b>FUND EQUITY</b>							
6010	Appropriations	\$ 81,905,395	\$ 6,862,757	\$ 16,820,330	\$ 10,705,519	\$ 385,000	\$ 116,679,001
6050	Less: Expenditures	(4,466,750)	(606,257)	-	(933,661)	(30,063)	(6,036,731)
6030	Encumbrances	(219,582)	(150,921)	-	(582,774)	-	(953,277)
	Available Appropriations	\$ 77,219,063	\$ 6,105,579	\$ 16,820,330	\$ 9,189,084	\$ 354,937	\$ 109,688,993
4310	Reserve For Encumbrance	219,582	150,921		582,774		953,277
3600	Unreserved Fund Balance	21,645,886	940,002	2,701,627	(77,167)	1,702,991	26,913,339
3590	Reserved Fund Balance	399,040					399,040
	TOTAL LIAB. & FUND EQUITY	\$ 103,761,367	\$ 7,395,978	\$ 20,051,435	\$ 9,704,038	\$ 4,229,451	\$ 145,142,269



SUMMARY OF TAX COLLECTIONS  
AS OF SEPTEMBER 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 .....	0.00
Prior Year Adjustments .....	<u>(35,406.42)</u>
 Adjusted Receivables.....	 \$ 83,281,629.18
Total Net Collections To Date .....	<u>(189,607.13)</u>
 Outstanding Receivables as of .....	 \$ <u>83,092,022.05</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	\$ 0.00	\$ 61,790,898.00	0.00%
Maintenance - Prior Year Tax	800,000.00	150,250.18	649,749.82	18.78%
Maintenance - Penalties & Interest	<u>500,000.00</u>	<u>38,219.10</u>	<u>461,780.90</u>	<u>7.64%</u>
Sub-total	<u>\$ 63,090,898.00</u>	<u>\$ 188,469.28</u>	<u>\$ 62,902,428.72</u>	<u>0.30%</u>
 Debt Service - Current Tax	 \$ 16,392,412.00	 \$ 0.00	 \$ 16,392,412.00	 0.00%
Debt Service - Prior Year Tax	200,000.00	39,356.95	160,643.05	19.68%
Debt Service - Penalties & Interest	<u>125,000.00</u>	<u>9,729.38</u>	<u>115,270.62</u>	<u>7.78%</u>
Sub-total	<u>\$ 16,717,412.00</u>	<u>\$ 49,086.33</u>	<u>\$ 16,668,325.67</u>	<u>0.29%</u>
 Total Collections	 <u>\$ 79,808,310.00</u>	 <u>\$ 237,555.61</u>	 <u>\$ 79,570,754.39</u>	 <u>0.30%</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	0.00%	0.00%
Percent of Total Taxes Collected	0.24%	0.28%
Percent of Total Taxes and P & I Collected	0.30%	0.34%

<u>Tax Collection Comparison with 2009-10: Original Tax Roll</u>	<u>2010-11</u>	<u>2009-10</u>
Percent of Current Year Taxes Collected	0.00%	0.00%
Percent of Total Taxes Collected	0.24%	0.28%
Percent of Total Taxes and P & I Collected	0.30%	0.34%

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT  
 QUARTERLY INVESTMENT SCHEDULE  
 For the Quarter Ending 08/31/2010

INVESTMENTS BY POOLED FUND GROUP

	Beginning Book Value For Period	Increase (Decrease) For Period	Ending Book Value For Period	Beginning Market Value For Period	Increase (Decrease) For Period	Ending Market Value For Period	Accrued Interest - Period	Accrued Interest - FYTD
Local Maintenance	11,022,056	(2,664,044)	8,358,012	11,022,342	(2,664,204)	8,358,138	9,334	36,371
Debt Service	4,922,685	(3,260,331)	1,662,354	4,922,969	(3,260,527)	1,662,442	2,533	6,887
Capital Projects 2004	56,949	(56,949)	0	56,952	(56,952)	0	0	33
Capital Projects 2006	3,988,122	2,470	3,990,592	3,988,345	2,471	3,990,816	2,471	24,882
Tax Clearing	617,973	(292,269)	325,704	618,010	(292,287)	325,724	715	8,372
Workers Comp Fund	150,747	100	150,847	150,753	100	150,853	99	1,874
<b>TOTAL INVESTMENTS</b>	<b>20,758,532</b>	<b>(6,271,023)</b>	<b>14,487,509</b>	<b>20,759,372</b>	<b>(6,271,400)</b>	<b>14,487,973</b>	<b>15,152</b>	<b>78,419</b>

MONEY MARKET ACCOUNTS

	Yield (%)	Beginning Book Value For Period	Increase (Decrease) For Period	Ending Book Value For Period	Beginning Market Value For Period	Increase (Decrease) For Period	Ending Market Value For Period	Accrued Interest - Period	Accrued Interest - FYTD
<b>TexPool</b>									
Local Maintenance	0.206%	4,767,322	(2,671,895)	2,095,427	4,767,608	(2,672,055)	2,095,553	1,484	4,139
Debt Service	0.206%	4,729,139	(3,260,626)	1,468,513	4,729,423	(3,260,822)	1,468,601	2,239	1,927
Capital Projects 2004	0.206%	56,949	(56,949)	0	56,952	(56,952)	0	0	33
Capital Projects 2006	0.206%	3,727,249	2,073	3,729,322	3,727,472	2,074	3,729,546	2,074	3,781
Tax Clearing	0.206%	617,973	(292,269)	325,704	618,010	(292,287)	325,724	715	8,372
Workers Comp Fund	0.206%	106,004	59	106,063	106,010	59	106,069	59	108
<b>Total TexPool</b>		<b>14,004,636</b>	<b>(6,279,607)</b>	<b>7,725,029</b>	<b>14,005,476</b>	<b>(6,279,984)</b>	<b>7,725,493</b>	<b>6,571</b>	<b>18,361</b>
<b>MBIA</b>									
Local Maintenance	0.220%	2,064,046	1,476	2,065,522	2,064,046	1,476	2,065,522	1,475	2,750
Capital Projects 2006	0.220%	0	0	0	0	0	0	0	0
<b>Total MBIA</b>		<b>2,064,046</b>	<b>1,476</b>	<b>2,065,522</b>	<b>2,064,046</b>	<b>1,476</b>	<b>2,065,522</b>	<b>1,475</b>	<b>2,750</b>
<b>Prosperity</b>									
Local Maintenance	1.000%	4,190,688	6,375	4,197,063	4,190,688	6,375	4,197,063	6,375	29,482
Debt Service	1.000%	193,546	295	193,841	193,546	295	193,841	294	4,960
Capital Projects 2006	1.000%	260,873	397	261,270	260,873	397	261,270	397	21,101
Workers Comp Fund	1.000%	44,743	41	44,784	44,743	41	44,784	40	1,766
<b>Total Prosperity</b>		<b>4,689,850</b>	<b>7,108</b>	<b>4,696,958</b>	<b>4,689,850</b>	<b>7,108</b>	<b>4,696,958</b>	<b>7,106</b>	<b>57,308</b>
<b>Total Money Markets</b>		<b>20,758,532</b>	<b>(6,271,023)</b>	<b>14,487,509</b>	<b>20,759,372</b>	<b>(6,271,400)</b>	<b>14,487,973</b>	<b>15,152</b>	<b>78,419</b>
<b>TOTAL INVESTMENTS</b>		<b>20,758,532</b>	<b>(6,271,023)</b>	<b>14,487,509</b>	<b>20,759,372</b>	<b>(6,271,400)</b>	<b>14,487,973</b>	<b>15,152</b>	<b>78,419</b>

The district's investment strategy for the above funds is as follows:

**Operational Funds** - Shall have as their primary objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

**Debt Service Fund** - Shall have sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents.

**Capital Projects Funds** - Shall have sufficient investment liquidity to timely meet capital project obligations.

This report is prepared in compliance with Lake Travis ISD Investment Policies CDA(Legal) and CDA(Local) and with the Public Funds Investment Act, TX Govt Code Ch. 2256.

Johnny Hill, Assistant Supt. For Business and Financial Services

Date

Brad Goerke, Director of Budget and Accounting

Date

# Minutes of Board Meeting

## 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 September 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 6:02 p.m.

### Quorum Determination

Trustees Jason Buddin, Alan Williams, Alex Alexander, Guy Clayton, Mayo Davidson, and Fred Goff were in attendance. Trustee Lisa Johnson was not present.

### Closed Session

Trustees did not adjourn into Closed Session posted on the meeting notice.

### Pledge of Allegiance and Moment of Silence

Trustee Goff 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

No report was presented.

### Administrative & Legal Services

- **Resolution Regarding Extracurricular States of 4-H Organization**—Sean Casey, Assistant Superintendent for Technology and Information Systems Services, indicated that the Texas Administrative Code was amended to allow students who are participating in off-campus activities with a professional member of the school district or an adjunct staff member of the school district to be counted as present for attendance purposes. By approving this resolution, LTISD allows the same attendance accounting for students who elect to participate in 4-H as in other District-approved extracurricular activities.

A **MOTION** was made by Trustee Clayton, seconded by Trustee Alexander, to approve the resolution as presented. All Trustees present voted in favor (6-0).

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

- **Bond Construction Update** —Jim Ratcliff, Senior Director for Facilities, Construction, and Support Services, provided an update on the District’s bond construction program. Mr. Ratcliff stated that the closeout for the Lake Travis High School project is expected soon. He also indicated that due to recent inclement weather, construction on the Transportation & Distribution Center is slightly behind schedule. However, substantial completion is expected by Nov. 15. Mr. Ratcliff reported that the 2004 Bond Program is officially closed. This item was for information purposes only; no action was required.

### **Curriculum and Instruction**

- **District Improvement Plan** —Dr. Jill Siler, Executive Director for Secondary Instruction and Organizational Planning, highlighted various components of the 2010-2011 District Improvement Plan.

A **MOTION** was made by Trustee Williams, seconded by Trustee Goff, to approve the District Improvement Plan as presented. All Trustees present voted in favor (6-0).

- **Advanced Academics Report**—Dr. Siler highlighted various components of the Advanced Academics Report. This item was for information purposes only; no action was required.
- **Accountability and Completion Rate Report**—Kathy Burbank, Director of Assessment, Accountability and Instructional Technology, highlighted various aspects of the Accountability and Completion Rate Report. This item was for information purposes only; no action was required.

### **Consent Agenda**

- **Minutes - August 26, 2010 Board Meeting**

A **MOTION** was made by Trustee Davidson, seconded by Trustee Clayton, to approve the consent agenda as presented. All Trustees present voted in favor (6-0).

### **Upcoming Meetings**

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

- **September 28, 2010, 6:00 p.m., Formative Conference, EDC**
- **October 7, 2010, 6:00 p.m., Board Workshop, EDC**

**Adjournment**

There being no further action, the September 16, 2010 Board of Trustees' meeting adjourned at 6:57 p.m.

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**Jason Buddin**, President

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**Lisa Johnson**, Secretary

## **Minutes of Board/Superintendent Conference**

### **The Board of Trustees**

#### **Lake Travis Independent School District**

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A meeting of the Board of Trustees of the Lake Travis Independent School District was held on September 28, 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 6:00 p.m.

#### **Quorum Determination**

Trustees Jason Buddin, Alan Williams, Lisa Johnson, Alex Alexander, Guy Clayton, and Mayo Davidson, and Fred Goff were present.

#### **Closed Session**

Trustees convened into closed session at 6:00 p.m., as permitted by the Texas Government Code Section 551.001 et. seq.

- A.** 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.)
    - a. Quarterly Performance Evaluation of the Superintendent of Schools

#### **Adjournment**

There being no further action, the September 28, 2010 Board of Trustees' meeting adjourned at 8:37 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 October 7, 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 6:04 p.m.

#### **Quorum Determination**

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

#### **Closed Session**

Trustees adjourned into Closed Session as permitted by the Texas Government Code Section 551.071 - Consultation with Attorney.

#### **Open Session**

Trustees returned to Open Session at 6:21 p.m.

#### **Business Financial & Auxiliary Services**

- **Long-Term Financials & Facilities Planning**—Johnny Hill, Assistant Superintendent for Business and Financial Services, provided a preliminary summary of potential incremental costs related to new operations for FY 2010-2011 through FY 2015-2016. Dr. Jill Siler, Executive Director for Secondary Instruction and Organizational Planning, highlighted potential academic considerations regarding facilities, scheduling and staffing. Mr. Hill also shared a preliminary summary of long range planning to include a tentative timeline, financial cost savings, additional local revenue and a five-year budget model. This item was for information purposes only; no action was required.

## **Technology & Information Services**

- **District Website Update**—Sean Casey, Assistant Superintendent for Technology and Information Systems Services, highlighted numerous strategies recently employed across the District, whereby increasing the efficient and effective use of technology, electronic media, and Web publishing. This item was for informal purposes only; no action was required.

## **Upcoming Meetings**

- October 21, 2010, 7:00 p.m., Regular Board Meeting, EDC
- November 11, 2010, 6:00 p.m., Combined Board Workshop and Regular Board Meeting, EDC

## **Adjournment**

There being no further action, the October 7, 2010 Board of Trustees' workshop adjourned at 9:32 p.m.

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**Jason Buddin**, President

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**Lisa Johnson**, Secretary