

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: Approval of Payroll and Operating Expenses – November 2008

Administrator Responsible:

Name: Karen Wilson

Position(s): Associate Superintendent, Finance

Purpose of Agenda Item:

Information only Action needed Report

Additional Information and/or Back-Up: Payroll and operating expenses, totaling \$19,077,338.75 are listed below by fund.

	<u>Payroll Exp.</u>	<u>Operating Exp.</u>	<u>Monthly Total</u>
General Fund	\$10,672,087.39	\$4,422,218.54	\$15,094,305.93
Enterprise	78,993.86	37,117.60	116,111.46
Special Revenue	1,420,172.18	552,975.97	1,973,148.15
Food Service	596,174.13	565,614.33	1,161,788.46
Debt Service	0.00	500.00	500.00
Bond Interest Earnings	0.00	0.00	0.00
Trust & Agency	0.00	2,100.00	2,100.00
Bond Fund 2004	36,142.08	0.00	36,142.08
Bond Fund 2008	22,299.82	670,942.85	693,242.67
Total	<u>\$12,825,869.46</u>	<u>\$6,251,469.29</u>	<u>\$19,077,338.75</u>

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: Approval of Payroll and Operating Expenses – December 2008

Administrator Responsible:

Name: Karen Wilson

Position(s): Associate Superintendent, Finance

Purpose of Agenda Item:

Information only Action needed Report

Additional Information and/or Back-Up: Payroll and operating expenses, totaling \$22,148,092.27 are listed below by fund.

	<u>Payroll Exp.</u>	<u>Operating Exp.</u>	<u>Monthly Total</u>
General Fund	\$10,510,555.45	\$6,601,965.20	\$17,112,520.65
Enterprise	83,015.76	89,745.12	172,760.88
Special Revenue	1,566,712.33	610,752.21	2,177,464.54
Food Service	517,598.16	633,455.70	1,151,053.86
Debt Service	0.00	897.50	897.50
Bond Interest Earnings	0.00	0.00	0.00
Trust & Agency	0.00	7,899.00	7,899.00
Bond Fund 2004	36,142.09	107,325.55	143,467.64
Bond Fund 2008	28,987.37	1,353,040.83	1,382,028.20
Total	<u>\$12,743,011.16</u>	<u>\$9,405,081.11</u>	<u>\$22,148,092.27</u>

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2008

Subject: Request for Approval of Tax Overpayment Refunds (Sec. 31.11) -

Administrator Responsible:

Name: Karen Wilson

Position: Associate Superintendent for Finance

Purpose of Agenda Item:

Information only Action needed Report

Additional Information and/or Backup:

In accordance with state law, Laurie G. Payton, Tax Assessor-Collector has submitted for Board approval requests for refunds as listed on the following page(s):

Current Month: \$21,967.04

Total Year to Date: \$121,511.01

Sec. 31.11 Tax Overpayment Refunds

<u>Name</u>	<u>Year</u>	<u>Tax Refund</u>
040-159-000-0064 National Oilwell Varco	2007	\$ 7,902.75
075-174-023-0006 Flagstar Bank	2007	\$ 1,212.15
082-213-000-0034 Homecomings Financial	2006	\$ 1,521.40
082-213-000-0034 Homecomings Financial	2007	\$ 1,565.08
084-500-000-0004 Roshanak Haghshenas	2008	\$ 3,877.28
091-105-000-0031 John Bonn	2008	\$ 779.93
098-560-000-0012 William J & Barbara S Gold	2008	\$ 5,108.45
Total		<u>\$ 21,967.04</u>

Spring Branch Independent School District
Agenda Item Information

Date of Board Meeting: January 26, 2009

Subject: Request for Approval of School Board Member Training for 2008

Administrator Responsible:

Name: Duncan F. Klussmann, Ed.D.

Position: Superintendent of Schools

Purpose of Agenda Item:

Information only **Action needed** **Report**

Additional Information and/or Back-Up:

The 74th session of the Texas Legislature required “a course of training” for all School Board members. The purpose of this requirement is to prepare Board members to work as a corporate body to govern and oversee the management of the District so that performance of all students will improve.

The required Continuing Education hours for School Board Members, under Texas Administrative Code, Section 61.1, are divided into Tiers I, II, and III for new and experienced Board members.

During the 80th session, HB2563 required that at the last Board meeting of the calendar year, each school Board must reflect in the official minutes whether Trustees fulfilled training requirements for the year. The attached Report of School Board Members Training for 2008 will be entered in the minutes for the January 26, 2009 Regular Board meeting.

This new requirement is to reflect Board training by the end of the calendar year in addition to the requirement that we publish and approve the total training hours at the meeting in which we call the election which is January 2009.

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT



December 15, 2008

REPORT OF SCHOOL BOARD MEMBER TRAINING FOR 2008

The Texas Administrative Code requires each school board member of an independent school district to receive a required number of hours in continuing education as prescribed by the statute. The Texas Education Code, Section 11.159, requires the State Board of Education to develop a course of training for school board members which is to be offered by regional education service centers.

A first year board member is required to have (within 60 days of election or appointment) the Local District Orientation, 3 hours of Orientation to the Texas Education Code, at least 3 hours of team-building with the entire board and superintendent present and at least 10 additional hours of Continuing Education based on need and framework for school board development. (This is a total of 16 hours plus the local district orientation.)

An experienced board member is required to have an Update to the Texas Education Code after each legislative session, sufficient in length to address major changes in the Code, at least 3 hours of team-building with the entire board and superintendent present and at least 5 additional hours of Continuing Education based on need and framework for school board development. (This is a total of 8 hours plus the update.)

Following is the official report to be entered in the record of the minutes of the January 26, 2009 Regular Board meeting. All members of the SBISD Board of Trustees have met their requirements for the year.

Susan Kellner, President
Board of Trustees

Name	Tier 1	Tier 2	Tier 3	Hours	Required Hours Exceeded
David Converse	0	10.00	19.00	29.00	Yes
Mike Falick	0	10.00	49.00	59.00	Yes
Susan Kellner	0	10.00	31.00	41.00	Yes
Theresa Kosmoski	0	10.00	21.00	31.00	Yes
Mary Grace Landrum	0	10.00	79.00	89.00	Yes
Susan Mathews	0	10.00	11.00	21.00	Yes
Wayne F. Schaper, Sr.	0	10.00	16.25	26.25	Yes

- Tier I Update to Texas Education Code – 2 hours
- Tier II Team Building – 3 hours
- Tier III TASB Training – 5 hours for Experienced Board Member

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: Request for Approval of Revision to Board of Trustees Meeting Calendar for 2008-2009

Administrator Responsible:

Name: Dr. Duncan Klussmann

Position: Superintendent of Schools

Purpose of Agenda Item:

Information only **Action needed** **Report**

Additional Information and/or Back-Up:

The Board of Trustees Calendar for 2008-2009 has been revised—changing the Workshop Meeting originally on February 17, 2009 to February 9, 2009.

**Spring Branch Independent School District
Board of Trustees
Workshop, Special and Regular Monthly Meeting Schedule
2008-2009 School Year and Summer**

**Workshop Meetings
(Meetings begin @ 6:00 pm)**

**Special/Regular Meetings
(Special Meetings begin at 6:00 pm, Regular Meetings begin @ 7:00 pm)**

Date	General Information
July 28, 2008 – Special/Regular Meetings	
August 18, 2008 – Workshop Meeting August 25, 2008 – Special/Regular Meetings	SCHOOL BEGINS on August 25, 2008
September 15, 2008 – Workshop Meeting September 22, 2008 – Special/Regular Meetings <i>Fall Workshop – September 12, 2008 –Police Department</i>	September 1, 2008-Holiday September 26-28, 2008 -TASA/TASB Convention
October 20, 2008 – Workshop Meeting October 27, 2008 – Special/Regular Meetings	October 13, 2008-Holiday
November 17, 2008 – Workshop Meeting November 24, 2008 – Special/Regular Meetings	Thanksgiving Break November 26-28, 2008
<i>Winter Workshop, Friday, December 12, 2008 – Police Department</i>	Winter Break December 22, 2008 – January 2, 2009
January 20, 2009 - Workshop Meeting January 26, 2009 - Special/Regular Meetings	January 1-2, 2009 –Holidays January 19, 2009-Student Holiday January 25-28, 2009 - Midwinter Conference
February 9, 2009– Workshop Meeting February 23, 2009 – Special/Regular Meetings	February 16, 2009-Holiday
March 9, 2009 – Workshop Meeting March 23, 2009 – Special/Regular Meetings-NBHS	Spring Break March 16-20, 2009
April 20, 2009 – Workshop Meeting April 27, 2009 – Special/Regular Meetings	April 10, 2009-Holiday April 4-7, 2009 – NSBA Convention
May 11, 2009 – Workshop Meeting May 18, 2009– Special/Regular Meetings	Trustee Election Positions Saturday, May 9, 2009 Canvass of Election Votes and Reorganization Meeting May 19, 2009 – 6:00 PM May 25, 2009-Holiday
June 15, 2009 – Workshop Meeting June 22, 2009 – Special/Regular Meetings	Last Day of School – June 3, 2009

Board Approved: 5/19/08, rev. 1/26/09

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2008

Subject: Request for Approval of Pre-Kindergarten Tuition for 2009-2010

Administrator Responsible:

Name: Jennifer Blaine, Ed.D.

Position: Associate Superintendent for Curriculum and Instruction

Purpose of Agenda Item:

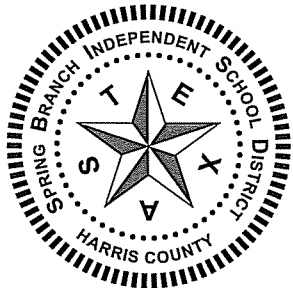
Information only Action needed Report

Additional Information and/or Back-Up:

The Texas Education Agency (TEA) requires any school district that is charging tuition for ineligible pre-kindergarten students to receive Board approval as well as submit a letter to the agency with program information. Students are determined ineligible if they do not meet one or more of the five guidelines set forth by the federal and state government. These are:

- Limited English Proficient
- Homeless
- Free and Reduced Lunch
- Military Families
- Foster Care

The Spring Branch Independent School District will maintain the pre-kindergarten tuition rate at \$4,500 a year, broken down as \$500 a month over 9 months. A scholarship program is offered for those families who cannot afford to pay tuition.



Duncan F. Klussmann, Ed.D.
Superintendent of Schools

January 27, 2009

Dr. Lisa Dawn-Fisher, Director
School Finance and Fiscal Analysis Division
Texas Education Agency
1701 North Congress Ave.
Austin, Texas 78701

Subject: Tuition Approval for Pre-Kindergarten Program for 2009-2010

Dear Dr. Dawn-Fisher,

The Texas Education Agency requires any school district that is charging tuition for ineligible pre-kindergarten students to submit a request for approval regarding these tuition charges each school year.

For the 2009-2010 school year, we will charge a rate of \$500 a month per ineligible student for a full day program, payable over a 9-month period. Typical class sizes for pre-kindergarten classes are at a ratio of 22:1, with a full time, certified teacher and a non-certified paraprofessional in each pre-kindergarten classroom.

For families in need of assistance with tuition costs, we offer a scholarship program based on the federal guidelines for free and reduced lunch (see attachment). Parents can receive a full scholarship in the amount \$500, or, based on income, they can receive a scholarship in increments of \$100, up to the full amount of the tuition costs. Parents may submit an application with their previous year's income tax return. Scholarships are reviewed throughout the year, as new children enroll.

If you should have questions or need more information regarding this program, please contact Jennifer Blaine, Associate Superintendent for Curriculum and Instruction, at 713-251-2320.

Sincerely,

Duncan Klussmann, Ed.D.
Superintendent of Schools

Enclosure: Pre-Kindergarten Scholarship Rubric

cc: Jennifer Blaine, Ed.D.
Karen Wilson

BOARD OF TRUSTEES

Susan Kellner Theresa Kosmoski Susan Mathews David Converse, Ph.D. Mike Falick Mary Grace Landrum Wayne F. Schaper Sr.
955 Campbell Road • P.O. Box 19432 • Houston, Texas 77224-9432 • Phone: (713) 464-1511 • Fax: (713) 365-4071 • www.springbranchisd.com

2009-2010 Scholarship Rubric

FAMILY SIZE	ELIGIBLE FOR PK	FULL SCHOLARSHIP	PAYS \$150	PAYS \$250	PAYS \$350
		Income up to...	Income up to...	Income up to...	Income up to...
1	\$19,240.00	\$29,240.00	\$39,240.00	\$49,240.00	\$59,240.00
2	\$25,900.00	\$35,900.00	\$45,900.00	\$55,900.00	\$65,900.00
3	\$32,560.00	\$42,560.00	\$52,560.00	\$62,560.00	\$72,560.00
4	\$39,220.00	\$49,220.00	\$59,220.00	\$69,220.00	\$79,220.00
5	\$45,880.00	\$55,880.00	\$65,880.00	\$75,880.00	\$85,880.00
6	\$52,540.00	\$62,540.00	\$72,540.00	\$82,540.00	\$92,540.00
7	\$59,200.00	\$69,200.00	\$79,200.00	\$89,200.00	\$99,200.00
8	\$65,860.00	\$75,860.00	\$85,860.00	\$95,860.00	\$105,860.00
9	\$72,520.00	\$82,520.00	\$92,520.00	\$102,520.00	\$112,520.00
10	\$79,180.00	\$89,180.00	\$99,180.00	\$109,180.00	\$119,180.00
11	\$85,840.00	\$95,840.00	\$105,840.00	\$115,840.00	\$125,840.00
12	\$92,500.00	\$102,500.00	\$112,500.00	\$122,500.00	\$132,500.00
For each additional family member add	\$6,660.00	\$6,660.00	\$6,660.00	\$6,660.00	\$6,660.00

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: Request for Approval of School Properties Disposal (Auction)

Administrator Responsible:

Name: Barbara A. Robillard

Position: Director of Purchasing

Purpose of Agenda Item:

Information only Action needed Report

Documentation attached.

It is recommended that the Board of Trustees approve the district in authorizing the disposition of surplus equipment and supplies.

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
January 26, 2009

Title: School Properties Disposal (Auction)

Administration recommendation: It is recommended that the Board approve the district in authorizing the disposition of surplus equipment and supplies with Lemons Auctioneer, LLC.

Authority for this action: Policy CI (Legal) requires the Board of Trustees to approve the disposal of school property.

Plan addressed: Conduct an on-line/live auction in February (date TBD).

Background: All damaged property owned by the District shall be repaired when economically feasible. All un-repairable, obsolete, unusable or surplus property shall be stored and kept in a secure place.

Impact of this action: Disposal of property when items are of little value or have limited use by offering the items for sale of one of two methods:
1. On the basis of competitive quotations
2. The district offering the items for sale by holding a public auction.

Budget information: Revenue generated for the auction is added to the general fund. Deductions include auctioneer commission, which is typically twenty percent (20%), and advertising cost.

Monitoring/reporting timeline: SBISD Police, Maintenance and Purchasing collaborate and assist with auction process.

Resource personnel: Karen Wilson, Assoc. Superintendent of Finance
Barbara Robillard, Director of Purchasing
Vinod Bahl, Director of Maintenance
Chuck Brawner, Chief of Police

Attachments: CI (Legal)

Spring Branch ISD
101920

SCHOOL PROPERTIES DISPOSAL

CI
(LEGAL)

All rights and titles to District property, whether real or personal, shall be vested in the Board and its successors in office.

The Board may, in an appropriate manner, dispose of property that is no longer necessary for District operations.

Education Code 11.151(c) [See also CDB(LEGAL)]

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: SBISD Administration Building No Place For Hate/Resolution of Respect

Administrator Responsible:

Name: Linda Buchman

Position: Community Relations Officer

Purpose of Agenda Item:

Information only Action needed Report

Additional Information and/or Back-Up:

Spring Branch ISD has more schools that have earned the Anti-Defamation League's No Place for Hate designation than any other district in Texas or across the United States. Last year, the SBISD Administration Building became the first within any district to earn this designation. The goal is to promote and model at the district level the goal of respectful, inclusive environments across our community. The cornerstone of the No Place for Hate Program is the Resolution of Respect. Following the Board's signing of the Resolution of Respect, employees in the SBISD Administration Building will have the opportunity to sign the resolution as we kick off our spring No Place for Hate Programming.

Resolution of Respect

I pledge from this day forward to do my best to combat prejudice and to stop those who, because of hate or ignorance, would hurt anyone or violate their civil rights. I will try at all times to be aware of my own biases and seek to gain understanding of those who I perceive as being different from myself. I will speak out against all forms of prejudice and discrimination. I will reach out to support those who are targets of hate. I will think about specific ways my community members can promote respect for people and create a prejudice-free zone. I firmly believe that one person can make a difference and that no person can be an “innocent” bystander when it comes to opposing hate. By signing this pledge, I commit myself to creating a community that is No Place for Hate.®



Susan Kellner, President, SBISD Board of Trustees

Susan Mathews, Secretary

Dr. Dave Converse

Mike Falick

Mary Grace Landrum

Wayne Schaper, Sr.

Date

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: Request for Approval of NMS TEEG, Cycle 3 Campus Incentive Plan
Revision

Administrator Responsible:

Name: Jennifer Blaine, Ed.D.

Position: Associate Superintendent for Curriculum and Instruction

Purpose of Agenda Item:

Information only **Action needed** **Report**

Additional Information and/or Back-Up:

On April 28, 2008, the Board approved campus incentive plans for eight campuses due to receive TEEG (Texas Educator Excellence Grant) Cycle 3 grant awards. It was later discovered that three groups of teachers (band, choir and orchestra teachers) were accidentally left off of the campus incentive pay plan. Also the staff count changed between the spring and the fall of 2008 changing the dollar amount of incentive pay each teacher could earn. These revisions to the campus incentive plan have been done. Funding is now pending on the Board's vote of approval for the revised plan which follows this cover sheet. If the Board does not approve this revised plan, NMS will lose its grant award.

**Northbrook Middle School
Texas Educator Excellence Grant (TEEG) Cycle 3 Incentive Plan**

This campus-based TEEG grant funded incentive pay plan is for goals met during the 2008-2009 school year.

Per TEA guidelines, 75% of Northbrook's grant award will be spent on classroom teacher incentive pay. All employees at this campus who meet TEA's definition of a classroom teacher will be eligible to earn incentive pay under Part I awards if they meet campus standards for higher levels of student achievement and campus collaboration standards. The definition of a classroom teacher for the purpose of this incentive pay is "an educator who is employed by a school district and who, not less than an average of four hours each day, teaches in an academic instructional setting or a career and technology instructional setting." The term does not include a teacher's aide or a full-time administrator."

Northbrook's current grant award is \$80,000. The formula used to determine teacher incentive pay at Northbrook is \$60,000 divided by the number of teachers who earn their award during the 2008-2009 school-year. For example, \$60,000 divided by 45.5 teachers would be \$1,319 per teacher.

Part II Awards (25% of grant)

Per TEA guidelines, 25% of Northbrook's grant award can be spent on other allowable expenses.

Other expenses to be paid out of grant funds include:

- teacher fringe benefits,
- pay and fringe benefits for a Project Director to manage grant generated paperwork and incentive disbursements under Parts I and II and to assist with Developmental Assets Training, pre-post student surveys, and monitoring of implementation,
- extra duty pay for a campus Grant Coordinator and Grant Administrative Assistant as needed to assist with grant generated paperwork,
- supplies such as binders, copies and print cartridges.
- stipends to teachers that participate in after school or Saturday programs
- Certified/licensed non-classroom staff and teacher assistants incentives of up to \$450, and
- Non-certified support staff incentives of up to \$150

Additional points of clarification:

- The district must pay classroom teachers their incentives by October 15, 2009. Our district plans to pay teachers as soon as student achievement levels are verified. This money is paid as extra duty pay and therefore added to a teacher's salary. It is taxable income.

- Incentive pay amounts will be prorated for part-time employees and for full-time employees who work less than a full year.
- The Project Director will coordinate this grant funded project with campus administration. As TAKS results are reported to the campus, they will be used to qualify teachers for student achievement incentive pay.

Per current TASB Board policy BQB (LEGAL), principals' performance (including assistant principals) incentive pay must be given to the campus. The campus level committee shall determine the manner in which the principals' performance incentive shall be used, in accordance with *Education Code 39.094(a)*. *Education Code 21.357(c)*

See "Addendum" for performance levels, incentive amounts and other details

<p>For TEA Use Only Adjustments and/or annotations made on this have been confirmed with _____ by telephone/FAX on _____ of TEA. by _____ of TEA.</p>	<p>TEXAS EDUCATION AGENCY Standard Application System (SAS) School Year 2008-2009 through 2009-2010</p>	<p>Northbrook Middle School Campus Name 101920 County District No. _____ Amendment No.</p>
<p>Schedule #4B – Program Description: Part I Campus Incentive Plan</p>		
<p>Criterion 1: Teacher has a record of improving student performance using objective, quantifiable measures. Required. (Minimum of 75 percent of total grant allocation). Acceptable Data Sources/Measures: TAKS, ITBS/Logramos, Aprenda, Advanced Placement assessments, Student Portfolios, Local Benchmark Assessments, summative assessments, End-of-Year Assessments, Value Added Assessments, Others possible Unacceptable Data Sources/Measures: SDAA, SDAAIL, TPRI, PDAS ratings, Teacher Attendance, Campus Ratings (i.e., AYP ratings, AEIS ratings, etc.), Student Attendance, Others possible This page may be duplicated as many times as needed to provide all information required for Criterion 1.</p>		

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s) <i>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</i>	Incentive Amount	Includes Fringe Benefits
Grade: 6-8 Teachers - 11 Subject/Function: Math / Teachers, School Improvement Specialist, Intervention Specialist, Special Ed Co-Teachers	TAKS Mathematics	All 6 th , 7 th , and 8 th grade teaching team math teachers are eligible for the incentive amount and qualify for an award when 6 th , 7 th , and 8 th grade students who attend school from the October snapshot date to the 1 st TAKS administration in spring 2009 achieve TAKS passing rates as follows: <u>Math</u> 79%* (or more) of Limited English Proficiency (LEP) students testing in all grades in mathematics must pass. * 73% is 2007 baseline.	<u>Note:</u> SIS, IS, and Special Ed Co-teachers are eligible for either math or ELA awards, but not both. <u>Math:</u> \$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<p>For TEA Use Only Adjustments and/or annotations made on this have been confirmed with _____ by _____ of TEA.</p>	<p>TEXAS EDUCATION AGENCY Standard Application System (SAS)</p> <p>School Year 2008-2009 through 2009-2010</p>	<p>Northbrook Middle School Campus Name</p> <p>101920 County District No.</p> <p>_____ Amendment No</p>
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Texas Educator Excellence Grant, Cycle 3

Schedule #4B – Program Description: Part I Campus Incentive Plan

Criterion 1: Teacher has a record of improving student performance using objective, quantifiable measures. **Required.** (Minimum of 75 percent of total grant allocation).

Acceptable Data Sources/Measures: TAKS, ITBS/Logramos, Aprenda, Advanced Placement assessments, Student Portfolios, Local Benchmark Assessments, summative assessments, End-of-Year Assessments, Value Added Assessments, Others possible

Unacceptable Data Sources/Measures: SDAA, SDAAIL, TPRI, PDAS ratings, Teacher Attendance, Campus Ratings (i.e., AYP ratings, AEIS ratings, etc.), Student Attendance, Others possible

This page may be duplicated as many times as needed to provide all information required for Criterion 1.

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s)	Incentive Amount	Includes Fringe Benefits
Grade: 6-8 Teachers – 11.5 Subject/Function: ELA / Teachers, School Improvement Specialist, Intervention Specialist, Special Ed Co-Teachers	TAKS Reading	<p>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</p> <p>All 6th, 7th, and 8th grade teaching team ELA teachers are eligible for the incentive amount and qualify for an award when 6th, 7th, and 8th grade students who attend school from the October snapshot date to the 1st TAKS administration in spring 2009 achieve TAKS passing rates as follows:</p> <p><u>Reading:</u> 66%* (or more) of LEP students testing in all grades in reading must pass.</p> <p>* 60% is 2007 baseline.</p>	<p><u>Note:</u> SIS, IS, and Special Ed Co-teachers are eligible for either math or ELA awards, but not both.</p> <p><u>Reading:</u> \$1,000</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<p>For TEA Use Only Adjustments and/or annotations made on this have been confirmed with _____ by telephone/FAX on _____ of TEA. by _____ of TEA.</p>	<p>TEXAS EDUCATION AGENCY Standard Application System (SAS) School Year 2008-2009 through 2009-2010</p>	<p>Northbrook Middle School Campus Name 101920 County District No. _____ Amendment No.</p>
<p>Texas Educator Excellence Grant, Cycle 3</p>		
<p>Schedule #4B – Program Description: Part I Campus Incentive Plan Acceptable Data Sources/Measures: TAKS, ITBS/Logramos, Aprenda, Advanced Placement assessments, Student Portfolios, Local Benchmark Assessments, summative assessments, End-of-Year Assessments, Value Added Assessments, Others possible Unacceptable Data Sources/Measures: SDAA, SDAAIL, TPRI, PDAS ratings, Teacher Attendance, Campus Ratings (i.e., AYP ratings, AEIS ratings, etc.), Student Attendance, Others possible This page may be duplicated as many times as needed to provide all information required for Criterion 1.</p>		

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s) <i>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</i>	Incentive Amount	Includes Fringe Benefits
Grade: 6 Teachers - 2 Subject/Function: Science / teachers	Common District Assessment (CDA)	80% of all 6 th grade students taking the common district science assessment by May 29, 2009 will score 85%* or higher. * There is no baseline for the 6 th grade CDA.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Grade: 7 Teachers - 1 Subject/Function: Science / teachers	CDA	80% of all 7 th grade students taking the common district science assessment by May 29, 2009 will score 85%* or higher. * There is no baseline for the 7 th grade CDA.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<p>For TEA Use Only Adjustments and/or annotations made on this have been confirmed with _____ by _____ of TEA.</p>	<p>TEXAS EDUCATION AGENCY Standard Application System (SAS) School Year 2008-2009 through 2009-2010</p>	<p>Northbrook Middle School _____ Campus Name 101920 _____ County District No. _____ Amendment No</p>
<p>Texas Educator Excellence Grant, Cycle 3</p>		
<p>Schedule #4B – Program Description: Part I Campus Incentive Plan Acceptable Data Sources/Measures: TAKS, ITBS/Logramos, Aprenda, Advanced Placement assessments, Student Portfolios, Local Benchmark Assessments, summative assessments, End-of-Year Assessments, Value Added Assessments, Others possible Unacceptable Data Sources/Measures: SDAA, SDAAIL, TPRI, PDAS ratings, Teacher Attendance, Campus Ratings (i.e., AYP ratings, AEIS ratings, etc.), Student Attendance, Others possible This page may be duplicated as many times as needed to provide all information required for Criterion 1.</p>		

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s) <i>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</i>	Incentive Amount	Includes Fringe Benefits
Grade: 8 Teachers – 2.5 Subject/Function: Science / teachers	TAKS Science TAKS- Accommo- dated Science	All 8th grade science teaching team teachers are eligible for both incentive amounts (a possible total of \$1,000) and qualify for an award when 8 th grade students who attend school from the October snapshot date to the 1 st TAKS administration in spring 2009 achieve TAKS passing rates as follows: <u>Science a:</u> 42-49%* of students testing in 8 th grade in science including TAKS-Accommodated must pass. <u>Science b:</u> 50%* or more of students testing in 8 th grade in science including TAKS-Accommodated must pass. * 36% is 2007 baseline.	<u>Science a:</u> \$500 or <u>Science b:</u> \$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<p>For TEA Use Only Adjustments and/or annotations made on this have been confirmed with _____ by telephone/FAX on _____ of TEA. by _____ of TEA.</p>	<p>TEXAS EDUCATION AGENCY Standard Application System (SAS) School Year 2008-2009 through 2009-2010</p>	<p>Northbrook Middle School Campus Name 101920 County District No. _____ Amendment No.</p>
<p>Texas Educator Excellence Grant, Cycle 3</p>		
<p>Schedule #4B – Program Description: Part I Campus Incentive Plan Acceptable Data Sources/Measures: TAKS, ITBS/Logramos, Aprenda, Advanced Placement assessments, Student Portfolios, Local Benchmark Assessments, summative assessments, End-of-Year Assessments, Value Added Assessments, Others possible Unacceptable Data Sources/Measures: SDAA, SDAAIL, TPRI, PDAS ratings, Teacher Attendance, Campus Ratings (i.e., AYP ratings, AEIS ratings, etc.), Student Attendance, Others possible This page may be duplicated as many times as needed to provide all information required for Criterion 1.</p>		

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s) <i>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</i>	Incentive Amount	Includes Fringe Benefits
Grade: 6 Teachers - 1	End of Course Assessment (EOC)	80% of all 6 th grade students taking the district social studies EOC assessment by May 29, 2009 will score 85%* or higher.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Social Studies / teachers	EOC	* There is no baseline for the 6 th grade EOC assessment. 80% of all 7 th grade students taking the district social studies EOC assessment by May 29, 2009 will score 85%* or higher.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Grade: 7 Teachers - 1	EOC	* There is no base line for the 7 th grade EOC assessment.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Social Studies / teachers				

<p>For TEA Use Only Adjustments and/or annotations made on this have been confirmed with _____ by _____ of TEA.</p>	<p>TEXAS EDUCATION AGENCY Standard Application System (SAS) School Year 2008-2009 through 2009-2010</p>	<p>Northbrook Middle School Campus Name 101920 County District No. _____ Amendment No.</p>
<p>Texas Educator Excellence Grant, Cycle 3</p>		
<p>Schedule #4B – Program Description: Part I Campus Incentive Plan Acceptable Data Sources/Measures: TAKS, ITBS/Logramos, Aprenda, Advanced Placement assessments, Student Portfolios, Local Benchmark Assessments, summative assessments, End-of-Year Assessments, Value Added Assessments, Others possible Unacceptable Data Sources/Measures: SDAA, SDAAIL, TPRI, PDAS ratings, Teacher Attendance, Campus Ratings (i.e., AYP ratings, AEIS ratings, etc.), Student Attendance, Others possible This page may be duplicated as many times as needed to provide all information required for Criterion 1.</p>		

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s) <i>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</i>	Incentive Amount	Includes Fringe Benefits
Grade: 8 Teachers - 2	TAKS Social Studies, TAKS- Accommo- dated Social Studies	All 8th grade social studies teaching team teachers are eligible for \$1,000 and qualify for an award when 8 th grade students who attend school from the October snapshot date to the 1 st TAKS administration in spring 2009 achieve TAKS passing rates as follows: <u>Social studies:</u> 65%* or more of LEP students testing in 8 th grade in social studies including TAKS- Accommodated must pass. * 59% is 2007 baseline.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Social Studies / teachers				

<p>For TEA Use Only Adjustments and/or annotations made on this have been confirmed with _____ by _____ of TEA.</p>	<p>TEXAS EDUCATION AGENCY Standard Application System (SAS)</p> <p>School Year 2008-2009 through 2009-2010</p>	<p>_____ Northbrook Middle School _____ Campus Name _____ 101920 _____ County District No. _____ Amendment No</p>
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Texas Educator Excellence Grant, Cycle 3

Schedule #4B--Program Description: Part I Campus Incentive Plan

Criterion 1: Teacher has a record of improving student performance using objective, quantifiable measures. **Required.** (Minimum of 75 percent of total grant allocation).

Acceptable Data Sources/Measures: TAKS, ITBS/Logramos, Aprenda, Advanced Placement Year Assessments, Student Portfolios, Local Benchmark Assessments, summative assessments, End-of-Year Assessments, Value Added Assessments, Others possible
 Unacceptable Data Sources/Measures: SDAA, SDAAI, TPRI, PDAS ratings, Teacher Attendance, Campus Ratings (i.e., AYP ratings, AEIS ratings, etc.), Student Attendance, Others possible

This page may be duplicated as many times as needed to provide all information required for Criterion 1.

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s)	Incentive Amount	Includes Fringe Benefits
Grade: 6-8 Teachers - 0 Subject/Function: Theater Arts/ Speech	Student Portfolios	<p>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</p> <p>Based on teacher created portfolios defined by district approved rubrics 80%* of students enrolled in the spring semester in grades 6-8 inclusive will earn a grade of 75% (or more) on a portfolio review by May 29, 2009 that includes outlines of speeches, presentations, and reviews of plays.</p> <p>* There is no existing baseline.</p>	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Grade: 6-8 Teachers - 2 Subject/Function: Resource, Life Skills, and A-B Special Ed	TAKS-Alt TAKS-M TAKS Accommodated IEP	<p>All 6th, 7th, and 8th grade special education teachers are eligible for the incentive amount \$1,000 and qualify when 80%* of the total of 6th, 7th, and 8th grade resource, life skills, and A-B special education students inclusive who attend school from the October snapshot date to the 1st TAKS administration, and either achieve passing rates as appropriate TAKS-Alt, TAKS Accommodated, and/or TAKS-M or when 95% or more attain a standard of annual growth between September 4, 2008 and April 3, 2009 as specified by the student's Individualized Education Plan (IEP).</p> <p>* There is no baseline as TAKS-Alt and TAKS Accommodated are used for the first time in 2009 for reading and mathematics. TAKS-M passing standard is scheduled to be set by TEA sometime during Summer 2008.</p>	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

For TEA Use Only Adjustments and/or annotations made on this have been confirmed with _____ by telephone/FAX on _____ of TEA.	TEXAS EDUCATION AGENCY Standard Application System (SAS) School Year 2008-2009 through 2009-2010	Northbrook Middle School 101920 Amendment No _____
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Texas Educator Excellence Grant, Cycle 3

Schedule #4B – Program Description: Part I Campus Incentive Plan

Criterion 1: Teacher has a record of improving student performance using objective, quantifiable measures. **Required.** (Minimum of 75 percent of total grant allocation).

This page may be duplicated as many times as needed to provide all information required for Criterion 1.

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s) <i>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</i>	Incentive Amount	Includes Fringe Benefits
Grade: 6-8 Teachers - 1	Student Portfolios	Based on teacher created portfolios defined by district approved rubrics 80%* of students enrolled in the spring semester in grades 6-8 inclusive will earn a grade of 75% (or more) on a portfolio review by May 29, 2009 that demonstrates the students' understanding of setting goals related to career objectives and creating a plan to finish high school.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Family and Consumer Science		* There is no existing baseline.		
Grade: 6-8 Teachers - 1	Student Portfolios	Based on teacher created portfolios defined by district approved rubrics 80%* of students enrolled in the spring semester in grades 6-8 inclusive will earn a grade of 75% (or more) on a portfolio review by May 29, 2009 that includes presentation of completed class projects.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: Industrial Technology		* There is no existing baseline.		
Grade: 6-8 Teachers - 0	Completion of work assigned	The aggregate of all students assigned to In-School Suspension (ISS) during the spring semester will demonstrate a completion rate of at least 85%* of work assigned by their teacher for the period of time they are held in ISS. For example, if 10 students were in ISS each for five days with 8 assignments per day, 320 assignments (80%) would be returned to their teachers.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject/Function: In-School Suspension		* There is no existing baseline.		

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<p>Texas Educator Excellence Grant, Cycle 3</p>					
<p>Schedule #4B – Program Description: Part I Campus Incentive Plan</p>					
<p>Criterion 1: Teacher has a record of improving student performance using objective, quantifiable measures. Required. (Minimum of 75 percent of total grant allocation).</p>					
<p>Acceptable Data Sources/Measures: TAKS, ITBS/Logramos, Aprenda, Advanced Placement Assessments, Student Portfolios, Local Benchmark Assessments, summative assessments, End-of-Year Assessments, Value Added Assessments, Others possible</p>					
<p>Unacceptable Data Sources/Measures: SDAA, SDAAI, TPRI, PDAS ratings, Teacher Attendance, Campus Ratings (i.e., AYP ratings, AEIS ratings, etc.), Student Attendance, Others possible</p>					

This page may be duplicated as many times as needed to provide all information required for Criterion 1.

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s)	Incentive Amount	Includes Fringe Benefits
Grade: 6-8 Teachers - 2	Student Portfolios	<p>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</p> <p>Based on teacher created portfolios defined by rubrics for grade levels 6-8 approved prior to October 1, 2008 by the Director of Performing and Fine Arts, 80%* of the total of 6th, 7th, and 8th grade students enrolled in the spring semester will earn a grade of 70% (or more) on a portfolio review by May 29, 2009 that demonstrates an understanding of age-appropriate design concepts for their respective grade-level as defined by TEKS.</p> <p>* There is no existing baseline.</p> <p>80% of the aggregate of category A and B students* enrolled in the spring semester will make either category A or B progress by April 10, 2009 as indicated:</p> <p>Category A: Students with two years of TELPAS data will make a year's growth or better as indicated by TELPAS composite rating.</p> <p>Category B: First year ESL students will meet raw score of 26 or higher on TELPAS.</p>	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Grade: 6-8 Teachers - 3	Student Portfolios	<p>*Students without 2 years of data that have been in the country more than a year will be excluded from the analysis.</p>	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ESL	Student Portfolios			

<p style="text-align: center;">For TEA Use Only</p> <p>Adjustments and/or annotations made on this have been confirmed with _____</p> <p>by telephone/FAX on _____ of TEA.</p>	<p>TEXAS EDUCATION AGENCY Standard Application System (SAS)</p> <p>School Year 2008-2009 through 2009-2010</p>	<p>_____ Northbrook Middle School Campus Name</p> <p>_____ 101920 County District No.</p> <p>_____ Amendment No</p>
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Texas Educator Excellence Grant, Cycle 3

Schedule #4B – Program Description: Part I Campus Incentive Plan

Criterion 1: Teacher has a record of improving student performance using objective, quantifiable measures. **Required.** (Minimum of 75 percent of total grant allocation).

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Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s)	Incentive Amount	Includes Fringe Benefits
Grade: 6-8 Teachers - 1	Student Portfolios	<p>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</p> <p>Based on teacher created portfolios defined by rubrics (one per performance area) approved prior to October 1, 2008 by the Director of Performing and Fine Arts, 80%* of the total of 6th, 7th, and 8th grade students enrolled in the spring semester will earn a grade of 70% (or more) on a portfolio review by May 29, 2009 that includes note recognition, two concert presentations, and instrument performance.</p> <p>* There is no existing baseline.</p>	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Grade: 6-8 Teachers - 1	Student Portfolios	<p>Based on teacher created portfolios defined by rubrics (one per performance area) approved prior to October 1, 2008 by the Director of Performing and Fine Arts, 80%* of the total of 6th, 7th, and 8th grade students enrolled in the spring semester will earn a grade of 70% (or more) on a portfolio review by May 29, 2009 that includes note recognition, two concert presentations, and voice performance.</p> <p>* There is no existing baseline.</p>	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

For TEA Use Only	TEXAS EDUCATION AGENCY Standard Application System (SAS)	Northbrook Middle School Campus Name
Adjustments and/or annotations made on this have been confirmed with _____	School Year 2008-2009 through 2009-2010	101920 County District No.
by telephone/FAX on _____ of TEA.		_____ Amendment No

Texas Educator Excellence Grant, Cycle 3

Schedule #4B – Program Description: Part I Campus Incentive Plan

Criterion 1: Teacher has a record of improving student performance using objective, quantifiable measures. **Required.** (Minimum of 75 percent of total grant allocation).

This page may be duplicated as many times as needed to provide all information required for Criterion 1.

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s)	Incentive Amount	Includes Fringe Benefits
Grade(s): 6-8 Teachers - 2	End-of-year Skills Test	<p>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</p> <p>By May 29, 2009 80%* of students enrolled in each semester in each grade-level, sixth, seventh, and eighth, will earn a grade of 70% (or more) on a grade-level specific TEKS defined End-of-year Skills Test. The End-of-year Skills Tests for each respective grade-level will be teacher created and approved by the Director of Health Fitness prior to October 1, 2008.</p> <p>* There is no existing baseline.</p>	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject: Girls and Boys Physical Education / teachers				
Grade(s): 6-8 Teachers - 2	Student Portfolios	<p>Based on teacher created portfolios defined by rubrics (one per performance area) approved prior to October 1, 2008 by the Director of Performing and Fine Arts, 80%* of the total of 6th, 7th, and 8th grade students enrolled in the spring semester will earn a grade of 70% (or more) on a portfolio review by May 29, 2009 that includes note recognition, two concert presentations, and instrument performance.</p> <p>* There is no existing baseline.</p>	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject: Band				

For TEA Use Only	TEXAS EDUCATION AGENCY Standard Application System (SAS)	Northbrook Middle School
Adjustments and/or annotations made on this have been confirmed with _____	School Year 2008-2009 through 2009-2010	Campus Name 101920
by telephone/FAX on _____ of TEA.		County District No. Amendment No

Texas Educator Excellence Grant, Cycle 3

Schedule #4B – Program Description: Part I Campus Incentive Plan

Criterion 1: Teacher has a record of improving student performance using objective, quantifiable measures. **Required.** (Minimum of 75 percent of total grant allocation).

This page may be duplicated as many times as needed to provide all information required for Criterion 1.

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s) <i>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</i>	Incentive Amount	Includes Fringe Benefits
Grade: 6-8 Teachers - 1	Student Portfolios	Based on teacher created portfolio rubrics, 80%* of the total of 6 th , 7 th , and 8 th grade students enrolled in the spring semester will earn a grade of 70% (or more) on a portfolio review by May 29, 2009 that demonstrates the appropriate use of hardware and software in creating technology projects. * There is no existing baseline.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject: Career and Technology				
Grade: 6-8 Teachers - 1	Unit Examinations	90%* (or more) of the total of 7 th , and 8 th grade students enrolled in the spring semester will demonstrate mastery on the average of unit exams given throughout the school year. * There is no existing baseline.	\$1,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subject: Foreign Language				

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Texas Educator Excellence Grant, Cycle 3

Schedule #4B-Program Description: Part I Campus Incentive Plan

Criterion 2: Teacher has a record of collaboration with faculty and staff that contributes to improving overall campus student achievement. **Required.** (Minimum of 75 percent of total grant allocation).

Acceptable Measures: Participation in campus-based professional development or instructional/curricular planning; team teaching and classroom observation activities; teacher attendance (at academic activities), teacher mentoring, induction, or coaching; collaboration with other teachers on development of lessons; sharing student data with other campus teachers; Others possible

Unacceptable Measures: PDAS ratings; Student tutoring; PTA Meetings; student performance measures; teacher daily attendance (to school); student attendance; individual planning time; participation in extracurricular activities not related to improved academic performance; Other possible

This page may be duplicated as many times as needed to provide all information required for Criterion 2.

Teacher Type(s)	Data Source(s)/ Measure(s)	Performance Level(s)	Incentive Amount	Includes Fringe Benefits
<input type="checkbox"/> All Teachers identified under Criterion 1	Sign in sheets for cross curricular, and vertical, and grade level meetings	<p>Be Sure to: Review each measure against Appendix D, and include: frequency (bi-weekly, monthly, etc.) and duration (i.e., each semester, annually, etc.)</p> <p>From September 4, 2008 to May 15, 2009, at least 85% participation in all content specific meetings in which any of the following occurs:</p> <ul style="list-style-type: none"> • campus-based instructional/curricular planning; • collaboration with other teachers on development of lessons; or • sharing of student data with other campus teachers. <p>Documentation will include a list of the meetings each staff member is responsible for attending, a content specific agenda or minutes of each meeting, and a signature on a sign in sheet. Documentation may be stored by team in a central location.</p>	319	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<p>For TEA Use Only</p> <p>Adjustments and/or annotations made on this have been confirmed with _____</p> <p>by telephone/FAX on _____ of TEA.</p> <p>by _____ of TEA.</p>	<p>TEXAS EDUCATION AGENCY Standard Application System (SAS)</p> <p>School Year 2008-2009 through 2009-2010</p>	<p><u>Northbrook Middle</u> Campus Name <u>101-920</u></p> <p>County District No. _____</p> <p>Amendment No _____</p>
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Texas Educator Excellence Grant, Cycle 3 Schedule #4B-Program Description: Part II Campus Incentive Plan	
<p>Part II Additional Incentives to Campus Faculty and Staff (Maximum 25 percent of total grant allocation).</p>	<p>Potential Staff Positions: Classroom Teachers not included in Part I, Counselors, Principals, Assistant Principals, Speech Therapists, Instructional Coaches, Teacher Aides, Nurses, Librarians, Custodial Staff, Cafeteria Workers, and other campus personnel who contributed to increased student achievement, funding may not be used for athletics.</p> <p>Acceptable Measures: Participation in campus-based professional development or instructional/curricular planning; team teaching and classroom observation activities; attendance (at academic activities, excluding faculty meetings); mentoring, induction, or coaching; collaboration with other campus staff; participation in student tutoring or after-school programs focused on student learning; participation in parent involvement programs; district leadership of planning activities involving curriculum or instructional programs; others measures that demonstrate improved student achievement; job-performance related evaluation ratings for non-teaching and non-administrative staff which exceed Satisfactory; others possible</p> <p>Unacceptable Measures:</p> <ul style="list-style-type: none"> • Job-performance related evaluation ratings and daily attendance to school for teachers and administrative staff; • attendance at PTA and faculty meetings; • campus-wide ratings (for staff other than campus administration; • individual planning time; • participation in extracurricular activities not related to improved academic performance; • student attendance (for staff other than campus administration); and • others possible.

This page may be duplicated as many times as needed to provide all information required for Part II Incentives.			
Number of Positions	Actual Staff Position(s) (do not include individual names, list position type/title - do not group by paraprofessional or office staff)	Performance Level(s)	Includes Fringe Benefits
1 3	Principal Assistant Principals	To meet the student achievement measures, campus must be rated "Recognized"* using combined TAKS and TAKS-Accommodated for the 2008-2009 school year. To meet the collaboration criteria, each staff member must prove implementation of 8 of the 11 developmental assets strategies listed below for 10 students weekly during the	<p>Maximum Incentive Amount</p> <p>Level 1: \$225 if campus is Recognized, OR met collaboration criteria</p> <p>Yes <input type="checkbox"/></p> <p>No <input checked="" type="checkbox"/></p>

		<p>period between the signing of a certification statement to verify understanding of expectations up until April 30, 2009 by using a checklist signed by their supervisor. Developmental Assets strategies listed on the checklist are:</p> <ol style="list-style-type: none"> 1. Greet students by name. 2. Ask students about reading, sports, artistic pursuits and other interests 3. Model life long learning by sharing your interests to establish connections. 4. Encourage students to do their best. 5. Label and notice positive behavior when students are following school rules. 6. Encourage positive behaviors verbally and/or with written notes. 7. Encourage students to read. 8. Model kindness. 9. Model positive behavior – be intentional about letting students see positive behaviors toward others. 10. Ask students to help keep the school environment positive. 11. Enlist students' help in keeping the school environment clean. 	<p><u>Level 2:</u> \$450 If campus is Recognized AND collaboration criteria is met</p>	
<p>2 1 1 2 1 1</p> <p>Counselors Librarian School Nurse Diagnosticians Licensed Specialist in School Psychology Social Worker</p>		<p>To meet the collaboration criteria, each staff member must prove implementation of 8 of the 11 developmental assets strategies listed below for 10 students weekly during the period between the signing of a certification statement to verify understanding of expectations up until April 30, 2009 by using a checklist signed by their supervisor. Developmental Assets strategies listed on the checklist are:</p> <ol style="list-style-type: none"> 1. Greet students by name. 2. Ask students about reading, sports, artistic pursuits and other interests 3. Model life long learning by sharing your interests to establish connections. 4. Encourage students to do their best. 5. Label and notice positive behavior when students are following school rules. 6. Encourage positive behaviors verbally and/or with written notes. 7. Encourage students to read. 8. Model kindness. 9. Model positive behavior – be intentional about letting students see positive behaviors toward others. 10. Ask students to help keep the school environment 	<p>\$450 If campus collaboration criteria is met</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	

8		<p>positive.</p> <p>11. Enlist students' help in keeping the school environment clean.</p>		
<p>6 1 5 11</p>	<p>Secondary Teacher Assistants Secretarial/Technical Support Staff Crossing Guards Custodians Food Service Workers</p>	<p>To meet the collaboration criteria, each staff member must prove implementation of 3 of the 4 developmental assets strategies listed below for students with whom they come in contact on a weekly basis during the period between the signing of a certification statement to verify understanding of expectations up until April 30, 2008 by using a checklist signed by their supervisor. Developmental Assets strategies listed on the checklist for Secretarial/Technical Support Staff are:</p> <ol style="list-style-type: none"> 1. Greet students by name. 2. Provide useful information to students. 3. Answer students' questions kindly. 4. Model kindness. <p>Developmental Assets strategies listed on the checklist for Crossing Guards are:</p> <ol style="list-style-type: none"> 1. Wave at students. 2. Say hello to students. 3. Greet students by name. 4. Ask students a simple question like "How are you?" <p>Developmental Assets strategies listed on the checklist for Food Service Workers are:</p> <ol style="list-style-type: none"> 1. Make eye contact with students. 2. Smile at students. 3. Greet students by name. 4. Model kindness. <p>Developmental Assets strategies listed on the checklist for Custodians are:</p> <ol style="list-style-type: none"> 1. Greet co-workers by name to model behavior for students. 2. Greet students by name. 3. Model kindness. 4. Enlist students help in keeping the school environment clean and safe. 	<p>\$150 If campus collaboration criteria is met</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

Spring Branch Independent School District
Agenda Item Information

Date of Board Meeting: January 26, 2009

Subject: Request for Approval of “Staff Development Waiver”, “Early Release Waiver”, “Modified Schedule/TAKS Testing Days Waiver”, “Textbook Waivers”, “Foreign Exchange Student Waiver”, “Pregnancy Related Services On-Campus CEHI Waiver”, “Late Arrival Waiver for October 14, 2009”, and “Late Arrival Waiver for MHS (6 Days)”

Administrator Responsible:

Name: Jennifer Blaine, Ed.D.

Position: Associate Superintendent for Curriculum and Instruction

Purpose of Agenda Item:

Information only **Action needed** **Report**

Additional Information and/or Back-Up:

Board of Trustees approval is requested for the district to apply to TEA for the following Expedited and General State Waivers, as related to academic calendars through school year 2010-2011:

- Staff Development Waiver
- Early Release Waiver
- Modified Schedule/TAKS Testing Days Waiver
- Textbook Waivers
- Foreign Exchange Student Waiver
- Pregnancy Related Services On-Campus CEHI Waiver
- Late Arrival Waiver for October 14, 2009
- Late Arrival Waiver for Memorial High School, 6 days

A copy of the “Application for Expedited and General State Waivers” is provided, including the required supporting documents.



APPLICATION FOR EXPEDITED AND GENERAL STATE WAIVERS

General Instructions. For Expedited Waivers, please complete Sections 1, 2, 3, and 4. For General State Waivers, please complete Sections 1, 2, 3, 6, and 7. **Bolded** items in Section 2 and Section 3 must be completed. Please direct questions to the State Waiver Unit at (512) 463-9630 or www.tea.state.tx.us/waivers.

SECTION 1. PLEASE COMPLETE THIS SECTION FOR ALL WAIVERS.

District Name: Spring Branch ISD County/District No. 101 - 920
 Address: 955 Campbell Road Telephone No. (713) - 464 - 1511
 City, State, Zip: Houston, TX 77024 Fax No. (713) - 365 - 4819
 Contact Person: Jennifer Blaine, Ed.D. Telephone No. (713) - 251 - 2320
 Email: _____

SECTION 2. PLEASE COMPLETE THIS SECTION FOR ALL WAIVERS.

Superintendent: Duncan Klussmann, Ed.D. _____ Signature _____
 Dr. Mr. Typed Name
 Mrs. Ms.
 Board President: Susan Kellner _____ Signature _____
 Typed Name
Date Board Approval: _____
Board Vote – For _____ **Against** _____ **Abstain** _____ **Absent** _____

SECTION 3. PLEASE COMPLETE THIS SECTION FOR ALL WAIVERS.

Comments of appropriate Site-Based Decision Making Committee: The District Improvement Team (DIT) accepted the waiver as presented.
SBDM Committee Chairperson Signature [Signature] [Signature]

SECTION 4. EXPEDITED WAIVERS. PLEASE CHECK ALL THAT APPLY.

Staff Development Waiver, pursuant to Texas Education Code (TEC) §25.081. This waiver allows the district or charter school to train staff on various educational strategies designed to improve student performance in lieu of a maximum of three days of student instruction. Please state the number of days requested. 2
 Please check the years requested: 2008-2009 2009-2010 2010-2011

Reading/English Language Arts; Mathematics; Science; and/or Social Studies Staff Development Waiver, pursuant to TEC §25.081. This waiver allows the district or charter school to conduct additional staff training for reading/english language arts, mathematics, science, or social studies strategies aligned with the Texas Essential Knowledge and Skills in lieu of a maximum of two days of student instruction.
 Please check no more than two subject areas for only one day each:
 Reading/English Language Arts _____ Mathematics _____ Science _____ Social Studies _____
 Please check the years requested: 2008-2009 2009-2010 2010-2011

Staff Development through Participation in Eligible Conferences Waiver, pursuant to TEC §25.081. This waiver allows the district or charter school to send staff to eligible conferences for staff development to improve student performance in lieu of one day of student instruction.
 Please check the years requested: 2008-2009 2009-2010 2010-2011

Early Release Waiver, pursuant to TEC §25.082. This waiver allows the district or charter school to conduct school for less than seven (7) hours for a total of six (6) days of student instruction to provide additional training in educational methodologies and/or to provide time to meet the needs of students and local communities. Please state the number of days requested.
2009/2010 School Year: two Elementary days on Oct. 22 & 23, 2009; four Secondary days on Dec. 16 & 17, 2009, May 28, 2010, June 1, 2010; two Elementary & Secondary days on Dec. 18, 2009 and June 2, 2010. 2010/2011 School Year: two Elementary days on Oct. 21 & 22, 2010; four Secondary days on Dec. 15 & 16, 2010 and May 27 & 31, 2011; two Elementary/Secondary days on Dec. 17, 2010 and June 1, 2011.
 Please check the years requested: 2008-2009 2009-2010 2010-2011

Modified Schedule/TAKS Testing Days Waiver, pursuant to TEC §25.082. This waiver allows the district or charter school to modify the schedule of classes on TAKS testing days during the current school year to reduce interruptions during testing periods. This waiver is approved yearly.

SECTION 4. EXPEDITED WAIVERS

TEXTBOOK WAIVERS: Pursuant to TEC §7.056. This waiver allows school districts and open enrollment charter schools the opportunity to purchase instructional materials and obtain reimbursement up to the state maximum cost called for in a proclamation, for which no textbook was offered for consideration by publishers. These courses include, but are not limited to:

- Proclamation 1997: Remedial Reading Grade 6:**
 - 2008-2009 2009-2010 2010-2011
- Proclamation 1999: Photojournalism, Astronomy; AP Environmental Science; IB Environmental Systems; and AP Human Geography:**
 - 2008-2009 2009-2010 2010-2011
- Proclamations 2001 and 2002: Business Education; Technology Education/Industrial Technology Education; Trade and Industrial Education; Languages Other Than English; and Fine Arts:**
 - 2008-2009 2009-2010 2010-2011
- Proclamation 2004: IB Mathematical Studies Subsidiary Level; IB Mathematical Higher Level; and IB Advanced Mathematics Subsidiary Level.**
 - 2008-2009 2009-2010 2010-2011

A complete list of subjects eligible for waivers and the maximum costs allowed may be viewed at: <http://www.tea.state.tx.us/textbooks/waivers/subjectsnobids.pdf>

Foreign Exchange Student Waiver, pursuant to TEC §25.001(e). This expedited waiver allows the district to limit the number of foreign exchange students to a number that is not less than five per high school. An application to limit the number to less than five per high school must be submitted as a general waiver. The number requested by the district for an expedited waiver is 5 (state number of students) per high school. The waiver is subject to the provisions in the attached guidelines and FAQ <http://www.tea.state.tx.us/waivers/ForeignExchangeGuidelines.doc> <http://www.tea.state.tx.us/waivers/ForeignExchangeFAQ.doc>. The waiver will be issued if it is determined that admission of more than this number indicated will (check all that apply):

- (1) create a financial or staffing hardship for the district;
- (2) diminish the district's ability to provide high quality educational services for the district's domestic students; or
- (3) require domestic students to compete with foreign exchange students for educational resources.

Please check the years requested: 2008-2009 2009-2010 2010-2011

SECTION 5. GENERAL WAIVER

Disciplinary Alternative Education Programs, pursuant to TEC 37.008(g). This waiver allows the district to use more than 18% of the district's SCE allotment to provide supplemental services for disciplinary alternative education programs established under Section 37.008. The school district is required to state the reason for needing to exceed the 18% limit and to report the number of students in each grade level, by demographic subgroup, not making satisfactory progress under the state's assessment system. The district is also required to submit a copy of their district/campus improvement plan which provides a description of their disciplinary alternative education program for TEA review. The district/campus improvement plan must conform to the requirements in TEC Section 11.252 and 11.253 and the Financial Accountability Resource Guide, 9.2.3. This waiver is granted for one year and the waiver must be resubmitted in writing by July 20 through the Texas Education Agency waiver office for each subsequent year, in accordance with TEA policies and deadlines for filing. Please state the total percentage of the district's SCE allotment that is being requested to provide basic services at the DAEP. _____

SECTION 6. PLEASE COMPLETE THIS SECTION FOR GENERAL WAIVERS.

- | | |
|---|---|
| <input type="checkbox"/> Course Requirement | <input type="checkbox"/> Foreign Exchange Student Waiver (one to four students) |
| <input checked="" type="checkbox"/> Pregnancy Related Services On-Campus CEHI | Please indicate the number of students admitted in previous three years. _____ See Guidelines and FAQ |
| <input type="checkbox"/> Study of Electronic Courses | http://www.tea.state.tx.us/waivers/ForeignExchangeGuidelines.doc |
| <input checked="" type="checkbox"/> Other Specify <u>1. Late arrival on Oct. 14, 2009; 2. Late arrival days for MHS</u> | http://www.tea.state.tx.us/waivers/ForeignExchangeFAQ.doc |

SECTION 7. COMPLETE THIS SECTION FOR ALL WAIVERS OTHER THAN EXPEDITED WAIVERS.

PLEASE USE SEPARATE PAGE.

1. Give a brief narrative description of the requested waiver. For foreign exchange student waiver, description must address the circumstances applicable to the district under TEC § Section 25.001(e) (1), (2), or (3).
2. Does the district or campus plan reflect the need for this waiver? If yes, what is the specific objective impacted by the waiver?
3. Cite the Texas Education Code or the Texas Administration Code that the district or campus wishes to waive?
4. Describe the plan to be implemented, if the waiver is granted.
5. How will granting this waiver help achieve the district's or campus' objective?
6. Please explain how the school district or campus will evaluate the impact of the waiver towards meeting the district's or campus' goal.
7. Please specify the school years for which the waiver is requested, to a maximum of three years.

2008-2009 2009-2010 2010-2011

ALL APPLICATIONS SHOULD BE MAILED OR FAXED. THE FAX NUMBER IS (512) 475-3666.

State Waiver Unit | Texas Education Agency | 1701 North Congress Avenue | Austin, TX 78701-1494 | Phone (512) 463-9630

Waiver Data

1. Give a brief narrative description of the requested waiver.

Pregnancy Related Services (PRS) are support services the pregnant student receives to help her adjust and stay in school during the pregnancy and postpartum period. These services include instructional support services delivered to the student during the postpartum period or when the pregnancy prevents the student from attending school. Compensatory Education Home Instruction (CEHI) provides academic services to the student. With the **On-Campus Waiver**, a special classroom will be provided on the SBEC campus where a certified teacher will administer the required four hours of weekly instruction. Transportation will be provided to transport the student from her home to the SBEC campus to receive the on-campus CEHI.

The On-Campus Waiver allows ADA for CEHI to be counted based on campus instruction rather than home instruction. CEHI is Compensatory Education Home Instruction, which generates the 2.41 when the new mother or pregnancy prenatal student has face-to-face contact with a certified instructor.

2. Does the district or campus plan reflect the need for this waiver? If yes, what is the specific objective impacted by the waiver?

Spring Branch I.S.D. campus plans reflect the need for this **On-Campus Waiver**. These services will help the new mother or prenatal student maintain coursework and lower the dropout risk.

3. Cite the Texas Education Code or the Texas Administration Code that the district or campus wishes to waive?

Statutory Authority: The provisions of this §129.1025 issued under the Texas Education Code, §42.004.

4. Describe the plan to be implemented, if the waiver is granted.

If the **On-Campus Waiver** is granted, during the student's postpartum period or when a prenatal student's pregnancy prevents her from attending school, students will be transported from their home to a designated classroom on the SBEC campus for 4 hours of weekly instruction. Students receiving PRS CEHI services will earn eligible days present based on the number of hours a student is served by a certified teacher.

5. How will granting this waiver help achieve the district's or campus' objective?

Granting the **On-Campus Waiver** will provide the students the opportunity to stay current with their academics and they will not be penalized for non-attendance after the birth of their child or when the pregnancy prevents the student from attending school. With the **On-Campus Waiver**, students will be in a structured classroom environment where they will have access to computers to complete class assignments. They will also have the opportunity to socialize with other PRS CEHI students that will support them with their social and emotional well being as they transition back to their home campus.

6. Please explain how the school district or campus will evaluate the impact of the waiver towards meeting the district's or campus' goal.

The Public Education Information Management System (PEIMS) records will reflect the number of pregnant students served and CEHI attendance records will be reviewed. Information will be provided on the student drop out rate for those students enrolled in the program.

7. Please specify the school years for which the waiver is requested, to a maximum of three years.

Because we already have approved waivers for Pregnancy Related Services On-Campus CEHI through school year 2009-2010, we are making this current request for school year 2010-2011 only.

Waiver Data

1. Give a brief narrative description of the requested waiver.

The district requests a waiver for late arrival on October 14, 2009 for 9th and 12th grade students only. This request is so that grade 10 and grade 11 students can take either the PLAN or PSAT tests. A late start for the two grades not testing (9 and 12) will ensure we have the needed staff available to administer these two tests. In addition, a late start will reduce interruptions during the testing periods.

9th and 12th grade arrival will be at 11:30 a.m., three hours and forty minutes later than for those testing. All students will then follow a modified schedule of classes following test administration.

2. Does the district or campus plan reflect need for this waiver? If yes, what is the specific objective impacted by the waiver?

The Spring Branch Independent School District's Five – Year Educational Plan (2006 – 2011) consists of goals, objectives performance objectives, and action plans <http://www.springbranchisd.com/districtinfo/5yr-edplan.pdf>. Articulated in *The Five-Year Educational Plan* is the administration of the PLAN and PSAT test to address the following:

Spring Branch ISD Goal: SBISD will be the premier college-focused district in the State of Texas and will prepare all students for success after high school graduation.

Objective SPB 1: Improve the preparation of students for college level coursework.

Performance Objective SPB 1: Increase the percentage of students who attend college the year after graduation.

3. Cite the Texas Education Code or the Texas Administration Code that the district wishes to waive. TEC§25.082 (a). A school day shall be at least seven hours each day, including intermissions and recesses.

4. Describe the plan to be implemented if the district waiver is granted.

Tested students in Grade 10 and Grade 11 will arrive at 7:50 a.m.

Non-tested students in Grade 9 and 12 will arrive at 11:30 a.m.

All students will then follow a modified schedule of classes following test administration.

5. How will the granting of the waiver help achieve the district or campus's objective?

The waiver will support achievement of the district's objective by (1) enabling the district to administer the PLAN or PSAT to both grade 10 and 11 students and (2) following data analysis use the results for improving district programs. Administering the PLAN and PSAT also supports increasing student awareness of testing programs applicable to post secondary success.

6. Please explain how the school district or campus will evaluate the impact of the waiver towards meeting the district goal.

As indicated by *SBISD's District's Five – Year Educational Plan (2006 – 2011)*, the administration of the PLAN or PSAT will aid the district in:

- Increasing the percentage of students who attend college the year after graduation.
- Using the results of PLAN and PSAT data analysis to improve district programs.
- Increasing student awareness of testing programs applicable to post secondary success.

7. Please specify the school years for which the waiver is requested, to a maximum of three years.

The waiver is requested for school year 2009-2010.

Waiver Data

1. Give a brief description of the requested waiver.

In keeping with our district and campus philosophy of continuous improvement, we are requesting a waiver to modify six school days during the 2009/2010 school year. We continue to search for ways to enhance student achievement and to personalize the learning environment in our large high school by providing relevant staff development for our teaching staff.

We are requesting to continue the late arrival waiver granted for the 2008/2009 school year, in order to provide ongoing staff development and collaborative planning. The altered school day schedule is 9:00 a.m. to 3:00 p.m. (6 hours). All seven classes still meet on the "late arrival days," only for abbreviated periods.

2. Does the district or campus plan reflect the need for this waiver? If yes, what is the specific objective impacted by the waiver?

Yes, the campus plan specifically addresses this request:

- Every employee in Memorial High School will be an educator, accountable for student outcomes and reinforce educated adult behavior. All employees will be highly skilled and will be continuously reinforcing and learning new skills. Principals and teachers will have multiple roles with a collective responsibility for all students in the school

Specific goals for our campus plan include:

1. MHS will establish fair and high academic standards for all students
2. MHS will provide a safe and personalized learning environment for each student and staff member enabling them to feel that he/she is a valued member of the school community.

3. Cite the Texas Education Code or the Texas Administration Code that the district or campus wishes to waive?

Texas Education Code 25.082 "Seven hour school day"

4. Describe the plan to be implemented if the waiver is granted.

In order to provide ongoing staff development and time for collaborative planning, a team of parents, administrators and teachers studied ways to carve out more time for these important activities. Scheduling late arrival dates for students was the favored solution, versus early release. Designated district staff development days require campuses to spend time on District initiatives, and leave little time for honing campus-focused skills and goals.

Given the need for continuous improvement, our Site-Based Decision-Making team developed an ongoing staff development plan that includes:

- Improved collaboration within departments and teams for vertical and horizontal alignment of the curriculum.
- Improved collaboration with other departments for interdisciplinary discussions.
- Integration of technology in to the curriculum

In order to accomplish these objectives the need for additional time was realized. The first year of the late-arrival program (2007-2008), time created by late student arrivals one time per month provided opportunities for the staff to further the objectives of the district and campus improvement plans.

Teachers meet within their departments starting at 7:25 until 8:55 AM. During this time, teachers work collaboratively planning lessons, semester exams, and sharing best practices within their departments. Additionally, teachers have worked collaboratively on technology related lessons and in some departments, teachers developed their own personal websites during this allocated time.

The campus recommends six late-arrival days for the 2009-2010 school year to continue this profitable time for teacher collaboration.

5. How will granting this waiver help achieve the district's or campus' objective?

With this waiver renewed for a third year, the MHS staff will be able to continue gathering horizontally and vertically to learn and coordinate teaching strategies that support the campus goals and objectives.

6. Please explain how the school district or campus will evaluate the impact of the waiver towards meeting the district's or campus' goal.

Improved student performances will be evaluated as follows:

1. The campus will monitor improvement of current grade distribution with departments and levels
2. All standardized testing will be monitored

The goals for improved collaboration will be evaluated as follows

1. Products of staff collaboration and staff development (such a curricula developed, documentation of skills gained) will be reviewed by the campus administration and SBDM team.
2. Staff focus groups, interviews and surveys will be conducted and results shared with all stakeholders.

Feedback from teachers for the first and second year of the late-arrival waivers (2007/2008 and 2008/09) have been outstanding so far. They value the quality time with

colleagues, especially time with the athletic coaches who are often not available after school. Furthermore, students report that they appreciate the extra hours of sleep.

An annual staff survey will be taken in Spring 2009 to quantify the benefits of the late arrival planning time. The school requests continuation of the TEA waiver for the 2009/2010 school year.

The administrators and SBDM will use all information to evaluate the impact of the present model, as well as to suggest further modifications of the model in subsequent years.

7. Please specify the school years for which the waiver is requested, to a maximum of three years.

Although we would like to ask for this waiver for the 2009-2010, 2010-2011 and 2011-2012 school years, it is understood this must be requested annually. Therefore, we request specifically for a Late-Arrival Waiver for the 2009-2010 school year.

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: Request for Approval of E-Rate Application 2009-2010

Administrator Responsible:

Name: Mark Maxwell

Position: Director of Applications

Purpose of Agenda Item:

Information only Action needed Report

ADDITIONAL INFORMATION AND/OR BACK-UP:

Established by the Telecommunications Act of 1996 and funded by contributions from telecommunications companies, the E-Rate process provides funding for the cost of telecommunications, Internet access, and network wiring within library and school buildings. SBISD has participated since 1998. Reimbursements for services have ranged from \$500,000 to \$760,000 per school year.

This application is for Year 12.

See attachment for further information.

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
January 26, 2009

- Title: Approval for E-Rate Contract Application 2009-2010
- Administration recommendation: It is recommended that the Board of Trustees approve the following contracts for E-Rate Application purposes for Priority I funding as required by the Universal Service Administrative Company:
1. Local Telephone Services Contract with AT&T
 2. Long Distance Service with AT&T
 3. Wide Area Network Services Contract with Comcast
 4. Internet Services Contract (100 MB) with AT&T
 5. Additional Internet Services Contract (100 MB) with Comcast
 6. Cellular Telephones with Sprint
 7. Pagers with USA Mobility, Inc.
- Authority for this action: E-Rate requirement to qualify for federal funding.
- Plan addressed: Approval of all contracts for items being requested in the E-Rate application must be obtained before SBISD may apply for funding from the Federal Communications Commission via the E-Rate program.
- Background: The E-Rate application process requires that contract for services listed in the application are approved at the time the E-Rate application is submitted. The 2009-2010 application will be submitted by SBISD no later than February 12, 2009 as required by E-Rate rules.
- Impact of this action: Board approval allows SBISD to meet all E-Rate filing rules.
- Renewal of the Local and Long Distance Telephone Services contract with AT&T was approved by the Board on November 24, 2008.
 - Renewal of the Wide Area Network Services contract with Comcast was approved by the Board November 24, 2008.
 - The Internet Services contract (100 MB) with AT&T approved by the Board on July 28, 2008.
 - The Additional Internet Services contract (100 MB) with Comcast approved by the Board on November 24, 2008 was for 3 years.

- Renewal of the Cellular Telephones Services with Sprint was approved by the Board on November 24, 2008.
- The Pager Services with USA Mobility, Inc.

Budget Information: The approximate amounts which will be requested via E-Rate are shown in Attachment 1.

Monitoring/reporting timeline: E-Rate documents and implementation are reviewed by Technology Services.

Resource personnel: Venu Rao, Chief Information Officer
Mark Maxwell, Director of Applications
Wes Hargrove, Manager of Systems

Attachments: Attachment 1

**January 26, 2009 Board Agenda Item
Attachment 1
Priority I: E-Rate Year 12 2009-2010**

Item description	Estimated Expenditures	Reimbursement percentage	Reimbursement request
Local telephone services for entire district	\$ 440,000	71%	\$ 312,400
Wide Area Network (WAN) Services for entire district	\$ 360,000	71%	\$ 255,600
Internet Service Provider fees for the entire district	\$ 113,000	71%	\$ 80,230
Cellular Telephones	\$ 70,000	71%	\$ 49,700
Pagers	\$ 21,000	71%	\$ 14,910
Long distance service for the entire district	\$ 6,600	71%	\$ 4,686
Total	\$ 1,010,600.00		\$ 717,526.00

Spring Branch Independent School District
Agenda Item Information

Date of Board Meeting: January 26, 2009

Subject: Request for Approval of E-Rate Application 2009-2010

Administrator Responsible:

Name: Mark Maxwell

Position: Director of Applications

Purpose of Agenda Item:

Information only Action needed Report

ADDITIONAL INFORMATION AND/OR BACK-UP:

Established by the Telecommunications Act of 1996 and funded by contributions from telecommunications companies, the E-Rate process provides funding for the cost of telecommunications, Internet access, and network wiring within library and school buildings. SBISD has participated since 1998. Reimbursements for services have ranged from \$500,000 to \$760,000 per school year.

This application is for Year 12.

See attachment for further information.

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
January 26, 2009

- Title: Approval for E-Rate Contract Application 2009-2010
- Administration recommendation: It is recommended that the Board of Trustees approve the following contracts for E-Rate Application purposes for Priority I funding as required by the Universal Service Administrative Company:
1. Local Telephone Services Contract with AT&T
 2. Long Distance Service with AT&T
 3. Wide Area Network Services Contract with Comcast
 4. Internet Services Contract (100 MB) with AT&T
 5. Additional Internet Services Contract (100 MB) with Comcast
 6. Cellular Telephones with Sprint
 7. Pagers with USA Mobility, Inc.
- Authority for this action: E-Rate requirement to qualify for federal funding.
- Plan addressed: Approval of all contracts for items being requested in the E-Rate application must be obtained before SBISD may apply for funding from the Federal Communications Commission via the E-Rate program.
- Background: The E-Rate application process requires that contract for services listed in the application are approved at the time the E-Rate application is submitted. The 2009-2010 application will be submitted by SBISD no later than February 12, 2009 as required by E-Rate rules.
- Impact of this action: Board approval allows SBISD to meet all E-Rate filing rules.
- Renewal of the Local and Long Distance Telephone Services contract with AT&T was approved by the Board on November 24, 2008.
 - Renewal of the Wide Area Network Services contract with Comcast was approved by the Board November 24, 2008.
 - The Internet Services contract (100 MB) with AT&T approved by the Board on July 28, 2008.
 - The Additional Internet Services contract (100 MB) with Comcast approved by the Board on November 24, 2008 was for 3 years.

- Renewal of the Cellular Telephones Services with Sprint was approved by the Board on November 24, 2008.
- The Pager Services with USA Mobility, Inc.

Budget Information: The approximate amounts which will be requested via E-Rate are shown in Attachment 1.

Monitoring/reporting timeline: E-Rate documents and implementation are reviewed by Technology Services.

Resource personnel: Venu Rao, Chief Information Officer
Mark Maxwell, Director of Applications
Wes Hargrove, Manager of Systems

Attachments: Attachment 1

**January 26, 2009 Board Agenda Item
Attachment 1
Priority I: E-Rate Year 12 2009-2010**

Item description	Estimated Expenditures	Reimbursement percentage	Reimbursement request
Local telephone services for entire district	\$ 440,000	71%	\$ 312,400
Wide Area Network (WAN) Services for entire district	\$ 360,000	71%	\$ 255,600
Internet Service Provider fees for the entire district	\$ 113,000	71%	\$ 80,230
Cellular Telephones	\$ 70,000	71%	\$ 49,700
Pagers	\$ 21,000	71%	\$ 14,910
Long distance service for the entire district	\$ 6,600	71%	\$ 4,686
Total	\$ 1,010,600.00		\$ 717,526.00

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: Request for Approval of Acceptance of Gifts

Administrator Responsible:

Name: Duncan F. Klussmann, Ed.D.

Position: Superintendent of Schools

Purpose of Agenda Item:

Information only Action needed Report

Additional Information and/or Back-Up:

Summary of Gifts

School	Description of Gift	Donor	Contact	Address 1	Address 2	Est. Value
Memorial High School	1 sound system for MHS baseball stadium	MHS Booster Club	Lynne & Carl Carameros	935 Echo Lane	Houston, TX 77024	\$6,000.00
Memorial High School	1 sound system for MHS softball stadium	MHS Booster Club	Lynne & Carl Carameros	935 Echo Lane	Houston, TX 77024	\$6,000.00
School Age Parent Program	Donation to assist in meeting the needs of the program and the child care facility	Chapelwood United Methodist Church	Melissa Maher	11140 Greenbay Dr.	Houston, TX 77024	\$7,500.00
Spring Branch Middle School	13 art tables with book compartment	Colleen Holthouse		107 Timberwilde	Houston, TX 77024	\$5,861.70
Spring Branch Middle School	22 adjustable computer workstations	Colleen Holthouse		107 Timberwilde	Houston, TX 77024	\$12,408.00

RECEIVED

JAN 16 2009

Superintendent's Office

CDC
(EXHIBIT A)

Spring Branch ISD
101920

OTHER REVENUES:
GRANTS FROM PRIVATE SOURCES

Request for Acceptance of Gift

1. School: Memorial High School

2. Board Policy: CDC (LOCAL)

3. Description of Gift: 1 sound system for MHS Baseball stadium

4. Donor:

Name of Donor/Company/Foundation: MHS Booster Club

Attention (please supply name): Lynne d'Carl Carameress, Pres

Address: 935 Echo Lane

City: Houston

State: TX

Zip: 77024

Telephone: 713 468-8121

5. Where and how will this gift be used: MHS Baseball field - to use to announce games; play National Anthem; school songs etc

6. Estimated value (as set by donor): \$6000

7. Cost to district (example: pick up, installation, and maintenance): \$0

8. Principal/department head responsible for adding item to property management inventory system, if applicable:

Coach Jeremy York, Baseball Coach

Acceptance recommended: _____
(Principal or Department Head signature)

Date approved by Board of Trustees: (if \$5,000 or more) Steve Shorter 1-26-09

Property Management Control No.: (if applicable) _____

In compliance with the Omnibus Budget Reconciliation Act of 1993, this acknowledges the contributions and advises that the district provided no goods or services in consideration, in whole or in part, for any of the contributions described above.

Copy provided to Donor

January 13, 2009

Mr. Steve Shorter
Principal
Memorial High School
935 Echo Lane
Houston, TX 77024

Re: Donation of sound system to the MHS Baseball Complex

Dear Mr. Shorter:

The Memorial High School Booster Club would like to contribute \$6000.00 to Memorial High School. We would like these funds to be used to purchase a new sound system for the MHS Baseball Complex. Once the board has accepted the donation, we will deliver a check made out to Memorial High School to the school Secretary, Betty Head.

Sincerely,

A handwritten signature in black ink that reads "Carl + Lynne Carameros". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Carl & Lynne Carameros
MHS Booster Club President

Cc: SBISD School Board

January 13, 2009

Mr. Steve Shorter
Principal
Memorial High School
935 Echo Lane
Houston, TX 77024

Re: Donation of sound system to the MHS Baseball Complex

Dear Mr. Shorter:

The Memorial High School Booster Club would like to contribute \$6000.00 to Memorial High School. We would like these funds to be used to purchase a new sound system for the MHS Baseball Complex. Once the board has accepted the donation, we will deliver a check made out to Memorial High School to the school Secretary, Betty Head.

Sincerely,

A handwritten signature in cursive script that reads "Carl & Lynne Carameros". The signature is written in black ink and has a long, sweeping underline that extends to the right.

Carl & Lynne Carameros
MHS Booster Club President

Cc: SBISD School Board

Spring Branch ISD
101920

RECEIVED

JAN 16 2009

Superintendent's Office

CDC

(EXHIBIT A)

OTHER REVENUES:
GRANTS FROM PRIVATE SOURCES

Request for Acceptance of Gift

1. School: Memorial High School

2: Board Policy: CDC (LOCAL)

3. Description of Gift: 4- sound system for MHS softball stadium

4. Donor:

Name of Donor/Company/Foundation: MHS Booster Club

Attention (please supply name): Lynne & Carl Carameras, Pres

Address: 935 Echo Lane

City: Houston TX 77024

State: TX

Zip: 77024

Telephone: 713 468-8121

5. Where and how will this gift be used: MHS Softball complex to announce games; play National Anthem; school song etc.

6. Estimated value (as set by donor): \$6000

7. Cost to district (example: pick up, installation, and maintenance):
\$-0-

8. Principal/department head responsible for adding item to property management inventory system, if applicable:

Tina Young

Acceptance recommended:

Steve Shorter 1-26-09
(Principal or Department Head signature)

Date approved by Board of Trustees: (if \$5,000 or more) 1-26-09

Property Management Control No.: (if applicable) _____

In compliance with the Omnibus Budget Reconciliation Act of 1993, this acknowledges the contributions and advises that the district provided no goods or services in consideration, in whole or in part, for any of the contributions described above.

Copy provided to Donor

January 13, 2009

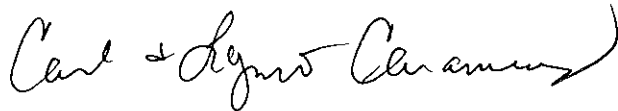
Mr. Steve Shorter
Principal
Memorial High School
935 Echo Lane
Houston, TX 77024

Re: Donation of sound system to the MHS Softball Complex

Dear Mr. Shorter:

The Memorial High School Booster Club would like to contribute \$6000.00 to Memorial High School. We would like these funds to be used to purchase a new sound system for the MHS Softball Complex. Once the board has accepted the donation, we will deliver a check made out to Memorial High School to the school Secretary, Betty Head.

Sincerely,

A handwritten signature in black ink that reads "Carl & Lynne Carameros". The signature is written in a cursive style with a large, sweeping flourish at the end.

Carl & Lynne Carameros
MHS Booster Club President

Cc: SBISD School Board

January 13, 2009

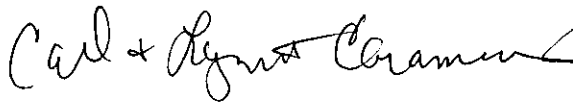
Mr. Steve Shorter
Principal
Memorial High School
935 Echo Lane
Houston, TX 77024

Re: Donation of sound system to the MHS Softball Complex

Dear Mr. Shorter:

The Memorial High School Booster Club would like to contribute \$6000.00 to Memorial High School. We would like these funds to be used to purchase a new sound system for the MHS Softball Complex. Once the board has accepted the donation, we will deliver a check made out to Memorial High School to the school Secretary, Betty Head.

Sincerely,

A handwritten signature in cursive script that reads "Carl & Lynne Carameros". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Carl & Lynne Carameros
MHS Booster Club President

Cc: SBISD School Board

Spring Branch ISD
101920

RECEIVED

JAN 06 2009

OTHER REVENUES:
GRANTS FROM PRIVATE SOURCES

Superintendent's Office CDC
(EXHIBIT A)

Request for Acceptance of Gift

1. School: School Age Parent Program

2. Board Policy: CDC (LOCAL)

3. Description of Gift: \$7,500 donation

4. Donor:

Name of Donor/Company/Foundation: Chapelwood United Methodist Church

Attention (please supply name): Melissa Maher

Address: 11140 Greenbay Drive

City: Houston

State: Tx

Zip: 77024

Telephone: 713-973-0181

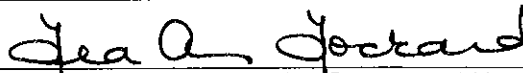
5. Where and how will this gift be used: To assist in meeting the needs of the School Age Parent Program and the SBEC Child Care Facility

6. Estimated value (as set by donor): \$7,500.

7. Cost to district (example: pick up, installation, and maintenance):

n/a

8. Principal/department head responsible for adding item to property management inventory system, if applicable:

Acceptance recommended: 
(Principal or Department Head signature)

Date approved by Board of Trustees: (if \$5,000 or more) 1-26-09

Property Management Control No.: (if applicable) _____

In compliance with the Omnibus Budget Reconciliation Act of 1993, this acknowledges the contributions and advises that the district provided no goods or services in consideration, in whole or in part, for any of the contributions described above.

Copy provided to Donor

016493

Chapelwood United Methodist Church * Houston, TX. 77024-6798

Pay Date: 10/15/2008 Ck#: 16493 ID#: 18362 SCHOOL AGE PARENT PROGRAM

Invoice	*Date	*Descr.	*Total *Account #	* Net
DONATION 2008	*10/15/2008	*budgeted donation	7500.00 *000/030/54435	\$7,500.00
		*Totals	\$7,500.00	

Chapelwood United Methodist Church
 11140 Greenbay Drive
 Houston, TX. 77024-6798
 (713) 465-3467

No. 016493

Amegy Bank of Texas

CHECK NO.	DATE	35-1125/1130	AMOUNT
16493	10/15/2008		\$7,500.00

Pay Exactly
 Seven Thousand Five Hundred Dollars And No Cents

SCHOOL AGE PARENT PROGRAM
 C/O BELINDA WARREN
 9016 WESTVIEW
 HOUSTON TX 77055

TO THE ORDER OF

VOID AFTER 90 DAYS

Belinda Warren
[Signature]

AUTHORIZED SIGNATURES

⑈016493⑈ ⑆13011258⑆ ⑈0051044141⑈

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

Superintendent's Office

REQUEST
For
ACCEPTANCE OF GIFT

JAN 06 2009

RECEIVED

1, School Spring Branch Middle School

2. Board Policy No. CDC (LOCAL) (see reverse side)

3. Description of Gift 13 Art Tables with Book Compartment

4. Donor: Name of Donor/Company/Foundation:

Attention: Colleen Holthouse (please supply name)

Address: 107 Timberwilde

City, State, Zip Houston, Texas, 77024

Telephone: 713-467-9202

5. Where and how will this gift be used: These 13 Art Tables will be used in our art classes. They will provide more space for students to work on their art projects. Also, they provide a bookshelf to store the students supplies.

6. Estimated value: (as set by donor) \$ 450.90 (each) \$ 5861.70

7. Cost to district: none
(Example: pick up, installation, maintenance)

8. Principal/department head is responsible for adding this item to the property management inventory system, if applicable.

Bob Salek (Building Principal) & Suzanne Green (Art Department Chair)

Acceptance recommended: 
(Principal or Department Head)

Approved: _____
(Executive Cabinet Member)

Approved by Board of Trustees 1-26-09
(Date)

Property Management Control No.: _____
9/7/00

SPRING BRANCH ISD
101920

CDC
(LOCAL)

OTHER REVENUES;

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: January 26, 2009

Subject: Request for Approval of Minutes for School Board Meetings

Administrator Responsible:

Name: Duncan F. Klussmann, Ed.D.

Position: Superintendent of Schools

Purpose of Agenda Item:

Information only Action needed Report

Additional Information and/or Back-Up:

Request for Approval of Minutes for School Board Meetings as listed below:

Minutes for the Workshop Meeting on November 17, 2008

Minutes for the Special Meeting on November 24, 2008

Minutes for the Regular Meeting on November 24, 2008

Minutes for the Winter Workshop Meeting on December 12, 2008

Minutes for the Workshop Meeting on December 15, 2008

President Susan Kellner called the meeting to order at 6:00 PM with all Trustees present.

President Kellner certified that the provisions of the Texas Open Meetings Act, Texas Government Code Section 551.001 et. seq., had been complied with in connection with public notice of the meeting.

1. **Opening Remarks by the Superintendent**

Dr. Klussmann stated it would be a very full agenda tonight.

2. **Action**

No. 75 – 2008-2009
Bd. Approved Agenda

A *Request for Approval of Agenda*

There were no changes to the agenda and President Kellner recommended approval of the posted agenda. A motion was made by Trustee Kosmoski, seconded by Trustee Landrum, duly put, to approve the agenda as presented. This motion was passed by a vote of 7-0.

3. **Discussion**

A *2007 Bond Update*

Ruben Reyes, Associate Superintendent for Operations, gave the Trustees an update on all the work that has occurred with bond funds since November of 2008 up to today. He introduced the architects working with the projects and they presented each project and the progress being made up to this time. Most of the projects are right on target.

Andy Pechacek, Chief Financial Officer from Region IV, gave the Trustees an overview of the TCPN Program (The Cooperative Purchasing Network)—this is a purchasing co-op method that uses a competitive bid process.

Boy Scout Troop 642 attended this meeting tonight and were acknowledged by President Kellner.

B *Discussion of the 2007-2008 Audit and Comprehensive Annual Financial Report for Year Ended June 30, 2008*

Karen Wilson, Associate Superintendent for Finance, introduced Chuck Yapple with Null-Lairson, who explained the Audit/Comprehensive Annual Financial Report and the Single Audit Report for fiscal year ended June 30, 2008. He stated our staff is very innovative, it was a clean audit and they had no difficulties in performing the audit, which is now complete.

Trustees had some questions and were very complimentary of the Finance Department and the way the audit was performed. There were no findings that resulted in significant deficiencies in internal control over financial reporting or compliance that needed to be communicated to the Board in writing. SBISD will receive an unqualified opinion. Areas for improvement were discussed with the Board.

C *Discussion of Budget Update, FY 2010 Budget Parameters and Timeline*

the budget, but they can already see that there could be a significant deficit budget by 2012. More workshops on budget will be scheduled with the Board in January and February before the next budget is approved in June of 2009. If the state cuts our PreK funding, we will have to come up with at least \$2.2 million we hadn't planned on.

4. **Action**

A *Consideration and Possible Action on Potential Amendments: AE (LOCAL) EDUCATIONAL PHILOSOPHY/MISSION STATEMENT*

A motion was made by Trustee Falick, seconded by Trustee Converse, duly put, to consider amendments to this item.

A motion was made by Trustee Falick to postpone adoption of AE Local. There was no second so the motion failed.

A motion was made by Trustee Falick that the mission in AE Local be as follows:

“Students who start ninth grade in the District, earn a bachelor’s degree within five years from the date of graduation, or an associate’s degree or technical certification within three years of the date of graduation “

There was no second so the motion failed.

The revised Five-Year Plan will be adopted after the Board gets the Annual Report in February.

A motion was made by Trustee Landrum, seconded by Trustee Converse, duly put, on how to change the statement. Discussion followed. The motion was defeated 1-6, with Trustee Landrum voting yes.

No. 76 – 2008-2009
Bd. Approved
Postponement of AE Local
until March

A motion was made by Trustee Falick, seconded by Trustee Converse, duly put, to postpone consideration of AE Local until March. Discussion followed and the motion was passed by a vote of 6-1 with Trustee Mathews voting no.

B *Consideration and Possible Action on Potential Amendments: FD (LOCAL) ADMISSIONS*

There was discussion on clarification of the regulation. A motion was made by Trustee Falick, seconded by Trustee Landrum, duly put, to consider an amendment on this item in the last section of FD (LOCAL) to say:

“A student that is five, six or seven, not previously enrolled, shall only be enrolled upon presentation of a valid birth certificate.”

After discussion, it was decided to postpone this item until more research is done. The motion was defeated by a vote of 0-7.

This item will be brought back next week for adoption.

The Board took a break at this time (8:55 PM-9:05 PM).

Following the Executive Session, during which no action was taken, President Kellner reconvened the meeting in open session. (approximately 9:25 PM)

No. 77 – 2008-2009
Bd. Approved
Superintendent's
Evaluation Instrument

6. **Action**
 - A *Request for Approval of Superintendent's Evaluation Instrument*
Trustee Kosmoski made a motion, seconded by Trustee Converse, duly put, to approve the Superintendent's Evaluation Instrument. The motion was passed by a vote of 7-0.
- 7 **Closing Remarks by Superintendent**
- 8 **Meeting Adjourned**
There being no further business to come before the Board, the meeting was adjourned by general consent at 9:27 PM.

Approved by:

Secretary, Susan Mathews

President, Susan Kellner

Houston, Texas.
President Susan Kellner called the meeting to order at 6:03 PM with all Trustees present.

President Kellner certified that the provisions of the Texas Open Meetings Act, Texas Government Code Section 551.001 et. seq., had been complied with in connection with public notice of the meeting.

No. 78 – 2008-2009
Bd. Approved Agenda

1. **Action**
 - A *Request for Approval of the Agenda*
Dr. Klussmann stated there were no changes to the agenda. A motion was made by Trustee Kosmoski, seconded by Trustee Mathews, duly put, to approve the agenda. This motion was passed by a vote of 7-0.

2. **Executive Session**
 - A President Kellner recessed the meeting into Executive Session. The time was 6:04 PM.

The Board met in closed session under 551.074 of the Texas Open Meetings Act Regarding:

- a. Approval of Routine Personnel Items

Following the Executive Session, during which no action was taken, President Kellner reconvened the meeting in open session. (approximately 6:43 PM)

No. 79 – 2008-2009
Bd. Approved Routine
Personnel Items

3. **Action as Needed from Executive Session**
 - A *Request for Approval of the Routine Personnel Items*
A motion was made by Trustee Kosmoski, seconded by Trustee Falick, duly put, to approve the Routine Personnel Items. The motion was passed by a vote of 7-0.

4. **Closing Remarks by the Superintendent**
Superintendent Klussmann reminded everyone that there was a reception in the foyer.

5. There being no further business to come before the Board, a motion was made by Trustee Schaper, seconded by Trustee Landrum, duly put, to adjourn the meeting at 6:44 PM. The motion was passed by a vote of 7-0.

Secretary, Susan Mathews

Approved by:

President, Susan Kellner

President Susan Kellner called the meeting to order at 7:01 PM with all trustees present.

President Kellner certified that the provisions of the Texas Open Meetings Act, Texas Government Code Section 551.001 et. Seq. had been complied with in connection with public notice of the meeting.

1. Trustee Schaper gave the invocation and led the Pledge of Allegiance.
2. **Opening Remarks by the Superintendent**
Dr. Klussmann thanked everyone for attending tonight and for being a part of this meeting. We are honored to have our Mini Grant Winners attending tonight, and also the campuses attending that will receive the Gold Performance Acknowledgements and the campuses that received the TBEC award.
3. **Action**
A *Request for Approval of the Agenda*
Dr. Klussmann stated there were no proposed changes to the posted agenda. A motion was made by Trustee Landrum, seconded by Trustee Schaper, duly put, to approve the agenda. This motion was approved by a vote of 7-0.
4. **Special Presentations**
A *Employee of the Month*
Trustee Falick introduced the Employee of the Month:

**Joe Fernandez
Custodial Foreman
Buffalo Creek Elementary School**

“There are many adjectives to describe Mr. Joe: honest, ethical, responsible, dedicated, and hardworking, to name a few.

...His influence goes beyond clean tables and chairs and floors. They say it takes a village to raise a child, and Mr. Joe takes that to heart. He is definitely a builder of assets at BCE. He makes sure he notices students taking on responsibility in the cafeteria and halls and then verbally recognizes them for it. The power of these seemingly small acts became apparent when in a lesson with each class at the beginning of the year, each class was to name adults in their lives they could go to for help. In the majority of classes, Mr. Joe was named as an adult who cared and wanted to see them success in school.

After Hurricane Ike, with his own money and assistance from a few others, Mr. Joe bought food, drink and other essential necessities to families of our students when he found out they had no electricity and limited resources.”

Dr. Klussmann and President Kellner presented Mr. Joe with

No. 80 – 2008-2009
Bd. Approved Agenda

“These volunteers are anything but ordinary; they are committed, optimistic, encouraging, hard working and patient. You can find this dedicated group of women working in the Parent Center from the early hours of 6:45 a.m. to 2:30 p.m. and later doing whatever the teachers request.

...This group of volunteers has an impact on the students that is far more effective than words can convey. They show students the positive effect that helping others has by always sporting a smile and sharing a laugh. Several of these women don't even have children attending the school anymore but still continue to devote their time to the students and staff at BCE.”

Dr. Klussmann and President Kellner presented these ladies with a Plaque of Recognition and extended congratulations to them.

- C *Presentation of SBEF J. Landon Short Mini Grant Winners*
Trustee Kosmoski introduced Sue Loudis, SBISD Coordinator for Partnerships & Volunteer Programs, who introduced the J. Landon Short Mini Grant Winners. A panel of judges representing educators and community members selected this year's winning proposals from over 100 applications representing nearly every SBISD campus. Nearly 10,000 SBISD students will benefit from the innovative classroom projects funded by these \$500 teacher grants.

The program is named in memory of founding SBISD Partners in Education Advisory Board Member Landon Short, with endowment funding provided by The Robert & Janice McNair Foundation.

- D *Recognition of SBISD Texas Business & Education Coalition Honor Roll Schools*
Trustee Mathews introduced the seven campuses that earned this high distinction of “Honor Roll School” this year. Only 4% of more than 8,000 public schools in Texas are recognized by the Texas Business & Education Coalition (TBEC) for high student performance over an extended period of time. The seven campuses earning this state-wide honor this year are:
- Memorial High School
 - Stratford High School
 - Memorial Middle School
 - Spring Branch Middle School
 - Westchester Academy of International Studies
 - Cornerstone Academy
 - Frostwood Elementary School

- E *2008 Gold Performance Acknowledgements*
Trustee Converse introduced Dr. Keith Haffey, Executive

Trustee Schaper spoke about Facilities and everyone received a copy of where we are at this point.

Trustee Landrum said that in Human Resources we are proud that 11 people are participating in the Principals' Leadership Institute this year. Also the Aspiring Assistant Principals' Academy is going strong in its first year and there are nine participants. Curriculum and Instruction—information on Program of Studies is in board agenda with lots of tips for parents.

Trustee Mathews reported on Community Relations with Parent U coming up soon. She also attended a G/T parent meeting which was very successful.

Trustee Kosmoski said the Calendar Committee has finished their work and two calendars are on the agenda tonight for approval. She also said there were two policies up for adoption tonight. Any amendments for the next policies we will workshop will be noon on January 12th.

Trustee Converse said the new Munis system is going live in January—many months of hard work and training have gone into this new system. Karen Wilson has been keeping up with HCAD changes.

Trustee Falick reported from Technology that Elementary Gradebook will go live at all elementary schools in February of 2009. He also spoke on legislative issues. The rules have come out on the Pre-K Grant—it will be a 2 million dollar loss for us as SBISD is capped at one million. The Uniform GPA has been tabled until January.

President Kellner recognized two Boy Scout troops that were attending this meeting.

- B *Quarterly Energy Update: July-September 2008*
Rebecca Cordeiro de Peredo presented this report and stated that use of gas and electricity was down but water usage was up slightly because of the drier season.

No. 81 – 2008-2009
Bd. Approved Adoption of
Policy FD (LOCAL)
Admissions

- 7. **Adoption of Policy**
 - A *Adoption of Policy: FD (LOCAL) ADMISSIONS*
A motion was made by Trustee Kosmoski, seconded by Trustee Landrum, duly put, to adopt Policy FD (LOCAL) ADMISSIONS. This motion was approved by a vote of 7-0.

No. 82 – 2008-2009
Bd. Approved Adoption of
Policy FO (LOCAL)
STUDENT DISCIPLINE

- B *Adoption of Policy: FO (LOCAL) STUDENT DISCIPLINE*
A motion was made by Trustee Kosmoski, seconded by Trustee Converse, duly put, to adopt Policy FO (LOCAL) STUDENT DISCIPLINE. This motion was approved by a vote of 7-0.

- 8. **First Reading**
 - A *First Reading of Policy: CW (LOCAL) NEW FACILITIES*
 - B *First Reading of Policy: FDA (LOCAL) ADMISSIONS: INTERDISTRICT/NON-RESIDENT TRANSFERS*
 - C *First Reading of Policy: FDB (LOCAL) ADMISSIONS: INTRADISTRICT/RESIDENT TRANSFERS*

The next time these policies will be on the agenda is the

No. 84 – 2008-2009
Bd. Approved Facility
Improvement Program
Monthly Status Report
with Project Detail
Changes as of October 31,
2008

B *Request for Approval of Facility Improvement Program
Monthly Status Report with Project Detail Changes as of
October 31, 2008*
A motion was made by Trustee Schaper, seconded by
Trustee Mathews, duly put, to approve the item. After
discussion, the FIP Report was approved by a vote of 7-0.

No. 85 - 2008-2009
Bd. Approved Contract
Awards in the amount of
\$6,432,932.00

C *Request for Approval of Contract Awards*
A motion was made by Trustee Converse, seconded by
Trustee Landrum, duly put, to approve the item. Trustee
Converse abstained from voting on the annual contract for
oils and lubricants. The Contract Items were approved by a
vote of 7-0.

No. 86 - 2008-2009
Bd. Approved Academic
Calendars for 2009-2010
and 2010-2011

D *Request for Approval of Academic Calendars for 2009-2010
and 2010-2011*
A motion was made by Trustee Kosmoski, seconded by
Trustee Landrum, duly put, to approve the item. After
discussion, the Academic Calendars for 2009-2010 and
2010-2011 were approved by a vote of 7-0.

No. 87 – 2008-2009
Bd. Approved 2007-2008
Audit and Comprehensive
Annual Financial Report
for Year ended June 30,
2008

E *Request for Approval of the 2007-08 Audit and
Comprehensive Annual Financial Report for Year Ended
June 30, 2008*
A motion was made by Trustee Converse, seconded by
Trustee Schaper, duly put, to approve this item. The 2007-
2008 Audit and CAFR for Year Ended June 30, 2008 were
approved by a vote of 7-0.

No. 88 – 2008-2009
Bd. Approved Consent
Agenda Action Items with
the Exception of 10D
(voted on separately)

10.

Consent Agenda Action Items

Request for Approval of the Consent Agenda Action Items
A motion was made by Trustee Falick, seconded by Trustee
Landrum, duly put, to approve the Consent Agenda Action
Items. Trustee Schaper requested pulling out 10D to discuss
this agenda item. The Consent Agenda Action Items were
passed by a vote of 7-0 with the exception of 10D.

- A Request for Approval of Payroll and Operating Expenses-
October 2008
- B Request for Approval of Tax Overpayment Refunds (Sec.
31.11)
- C Request for Acceptance of Grant Awards
- D *This item pulled for a separate vote.*
- E Request for Approval for an “easement” for Memorial High
School/Hedwig Village
- F Request for Approval of Proposed New Course for Fine Arts
Photography Credit-Partnership with National Geographic
- G Request for Approval of Program of Studies (Middle and
High School)
- H Request for Approval of UIL Exempt Courses
- I Request for Approval of “Application for Expedited and
General State Waivers” for Textbook Waiver for
Photography II course
- J Request for Approval of Teacher Appraiser for the 2008-
2009 School Year
- K Request for Approval of Spring Woods High School

No. 89 – 2008-2009
Bd. Approved Dedication
of Plaque to Ann Tidwell
at Memorial Middle
School Library no Larger
than 12” x 18”

10. D A motion was made by Trustee Schaper, seconded by Trustee Converse, that we put up a plaque at MMS Library dedicated to Ann Tidwell no larger than 12” x 18”. The motion was approved by a vote of 7-0.
11. **Discussion**
- A *Discussion of Architectural Schematic Design & Design Development (SD & DD) for Ridgecrest Elementary*
Dr. Klussmann discussed the possibilities of building on-site and consideration of a two-story building. The architects went over the design with Trustees and showed them preliminary images. Questions and discussion followed and the next phase will be presented to the Trustees in February.
- B *Discussion of Architectural Schematic Design & Design Development (SD & DD) for Memorial Middle School Classroom Addition*
Dr. Klussmann explained the renovations and addition that architects are working on at MMS. The architect went over the design for the new 11-classroom addition. Trustees would like to see different ideas on the design.
- C *Discussion of Architectural/Schematic Design & Design Development (SD & DD) Tully/Don Coleman and Grob/Natatorium Athletic Projects*
The upgrades in these facilities were presented and discussed. The architect presented these projects and discussion followed.
12. **Closing Remarks by the Superintendent**
Superintendent Klussmann thanked everyone for their time.
13. **Meeting Adjourned**
There being no further business to come before the Board, the meeting was adjourned by general consent at 9:40 PM.

Secretary, Susan Mathews

Approved by:

President, Susan Kellner

President Susan Kellner called the meeting to order at 9:05 AM with all Trustees present.

President Kellner certified that the provisions of the Texas Open Meetings Act, Texas Government Code Section 551.001 et. seq., had been complied with in connection with public notice of the meeting.

No. 90 – 2008-2009
Bd. Approved Agenda

1. There were no opening remarks by the Superintendent. President Kellner explained that this workshop was a self evaluation follow up and introduced the facilitator from TASB, Mark McHague.
2. **Action**
 - A *Request for Approval of the Agenda*
A motion was made by Trustee Schaper, seconded by Trustee Landrum, duly put, to approve the agenda as presented. This motion was passed by a vote of 7-0.
3. **Governance Team (Board and Superintendent) Team Building and Self-Assessment**
Mark McHague facilitated this workshop for Trustees that focused on self-assessment. All seven Trustees participated in this workshop, with Trustee Kosmoski leaving at 1:00 PM.
4. Dr. Klussmann thanked everyone for participating.
5. There being no further business to come before the Board, the meeting was adjourned by general consent at 3:00 PM.

Secretary, Susan Mathews

Approved by:

President, Susan Kellner

President Susan Kellner called the meeting to order at 6:00 PM with all Trustees present.

President Kellner certified that the provisions of the Texas Open Meetings Act, Texas Government Code Section 551.001 et. seq., had been complied with in connection with public notice of the meeting.

1. **Opening Remarks by the Superintendent**

Dr. Klussmann went over the agenda for tonight.

2. **Action**

No. 91 – 2008-2009
Bd. Approved Agenda

A *Request for Approval of Agenda*

There were no changes to the agenda and President Kellner recommended approval of the posted agenda. A motion was made by Trustee Kosmoski, seconded by Trustee Landrum, duly put, to approve the agenda as presented. This motion was passed by a vote of 7-0.

3. **Discussion**

A *Funding Options for Prekindergarten 2009-2010*

Dr. Klussmann gave an update on the funding options for this program. State funding for this program will be reduced approximately 2 million dollars. There are bills that could possibly help our situation if passed in the next legislative session, but we can't count on that. Both Dr. Klussmann and the Trustees support keeping our program as is.

4. **Report**

A *Report of School Board Member Training for 2008*

President Kellner explained this report and stated that this report will go to the Board for approval in January 2009.

5. **Action**

No. 92 – 2008-2009
Bd. Approved 2009 TASB
Annual Membership Fee

A *Request for Approval of 2009 Texas Association of School Boards Annual Membership Fee*

A motion was made by Trustee Schaper, seconded by Trustee Kosmoski, duly put, to approve this item. This motion to approve the 2009 TASB Annual Membership Fee was passed by a vote of 7-0.

No. 93 – 2008-2009
Bd. Approved 2009 TASB
Legal Assistance Fund
Participation Fee

B *Request for Approval of 2009 Texas Association of School Boards Legal Assistance Fund Participation Fee*

A motion was made by Trustee Kosmoski, seconded by Trustee Mathews, duly put, to approve this item. This motion to approve the 2009 TASB Legal Assistance Fund Participation Fee was passed by a vote of 7-0.

No. 94 – 2008-2009
Bd. Approved Resolution
on Texas Higher Education
Coordinating Board
Proposed GPA Rules

C *Request for Approval of Resolution on Texas Higher Education Coordinating Board Proposed Grade Point Average (GPA) Rules*

A motion was made by Trustee Falick, seconded by Trustee Schaper, duly put, to approve this item. Discussion followed. There were a few wording changes which will be made and the resolution will be signed by all on Wednesday. This motion to approve the Resolution on TX Higher Education Coordinating Board Proposed GPA Rules was passed by a

Tully Stadium and Don
Coleman Coliseum System
Upgrades and
Additions/Grob Stadium
and W.W. Emmons
Natatorium System
Upgrades

A motion was made by Trustee Schaper, seconded by Trustee Kosmoski, duly put, to approve this item. Discussion followed. Dr. Klussmann explained that this is a review of the discussion at the last meeting regarding the athletics projects. This motion to approve SD & DD for Tully Stadium and Don Coleman Coliseum System Upgrades and Additions/Grob Stadium and W.W. Emmons Natatorium System Updates was passed by a vote of 7-0.

6. **Executive Session**

A President Kellner recessed the Board into Executive Session. The time was 6:52 PM.

The Board met in closed session under 551.074 of the Texas Open Meetings Act regarding:

- a. Personnel Matters
- b. Consideration of the Superintendent's Evaluation
- c. Discussion of the Purchase, Exchange, Lease or Value of Real Property

Following the Executive Session, during which no action was taken, President Kellner reconvened the meeting in open session. (approximately 9:10 PM)

7. **Closing Remarks by Superintendent**

8. **Meeting Adjourned**

There being no further business to come before the Board, the meeting was adjourned by general consent at 9:11 PM.

Approved by:

Secretary, Susan Mathews

President, Susan Kellner