

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

**Date of Board Meeting:** August 25, 2008

**Subject:** Approval of Payroll and Operating Expenses – July 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 \$24,234,128.01 are listed below by fund.

	<u>Payroll Exp.</u>	<u>Operating Exp.</u>	<u>Monthly Total</u>
General Fund	\$9,871,220.82	\$7,445,626.01	\$17,316,846.83
Enterprise	382,987.60	47,739.02	430,726.62
Special Revenue	2,101,960.07	535,604.89	2,637,564.96
Food Service	219,261.70	53,701.37	272,963.07
Debt Service	0.00	0.00	0.00
Bond Interest Earnings	0.00	0.00	0.00
Trust & Agency	0.00	15,600.46	15,600.46
Bond Fund 2004	33,745.18	118,790.80	152,535.98
Bond Fund 2008	12,414.20	3,395,475.89	3,407,890.09
<b>Total</b>	<u>\$12,621,589.57</u>	<u>\$11,612,538.44</u>	<u>\$24,234,128.01</u>

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

**Date of Board Meeting:** August 25, 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:                      \$15,610.82

Total Year to Date:                \$57,820.09

Sec. 31.11 Tax Overpayment Refunds

<u>Name</u>	<u>Year</u>	<u>Tax Refund</u>
043-008-000-0727 Select Specialty Hospital	2007	\$ 9,500.00
059-175-000-0007 John H Watkinson	2007	\$ 819.80
091-130-000-0042 Mr or Mrs Clayton M Amacker	2007	\$ 2,365.66
092-546-000-0006 Howard I Ungerleider	2007	\$ 651.07
099-264-000-0006 CMS Carrington Mortgage Services	2007	\$ 1,286.42
110-235-000-0012 EMC Mortgage Corporation	2007	\$ 987.87
Total		<u>\$ 15,610.82</u>

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

**Date of Board Meeting:** August 25, 2008

**Subject:** Request for Acceptance of Grant Awards and Authorization of Agreements

**Administrator Responsible:**

**Name:** Jennifer Blaine, Ed.D.

**Position:** Associate Superintendent for Curriculum and Instruction

**Purpose of Agenda Item:**

Information only       Action needed       Report

<b>Additional Information and/or Back-Up:</b>	
Family Services of Greater Houston Texas Department of State Health Services Grant Award	\$ 100,000
Houston A+ Challenge TG (Texas Guaranteed) Preparing to Dream: Parent & Student Forums Grant Award	\$ 30,000
Houston Community College System (HCCS) – SBISD Work-Study Program Agreement	\$ 6,920
TEA Adult Education Grant Awards and Educational Contract	\$ 375,000
TEA Cycle 14: Pre-kindergarten Expansion Grant Award	\$ 3,171,258
TEA Even Start Family Literacy Program, Grant Award for Ridgecrest	\$ 150,000
TEA Life Skills Program for Student Parents Grant Award	\$ 110,645
USDE GEAR UP Grant Award for Spring Woods High School	\$ 448,000
<b>Total</b>	<b>\$ 4,391,823</b>

Title:	Family Services of Greater Houston's Texas Department of State Health Services Grant Award
Administration Recommendation:	It is recommended that the Board of Trustees approve Landrum, Northbrook, and Spring Oaks Middle Schools being the beneficiary of approximately \$100,000 worth of services provided by Family Services of Greater Houston
Authority for this action:	Policy CH (Local) requires the Board of Trustees to approve awards/projects greater than \$25,000.
Plan addressed:	<p>Family Services of Greater Houston is including LMS, NMS, and SOMS in its "Ensueños del Futuro/Dreams for the Future" grant award. Ensueños is designed to decrease the rate of substance abuse among youth by working directly with students and their families to provide a broad array of prevention and intervention services and to act as a bridge between the school/student/family and community resources. Direct benefits include the placement of a drug use prevention specialist for the 2008-09 school year on several SBISD campuses. Value is approximately \$100,000. A new site under consideration is SBMS.</p> <ul style="list-style-type: none"> <li>• LMS and SBMS will split a Drug Use Prevention Specialist if SBMS is added as a new site.</li> <li>• NMS and SOMS will split a Drug Use Prevention Specialist</li> </ul>
Background:	Family Services of Greater Houston is able to provide these services due to a grant they received from the Texas Department of State Health Services. This is the third consecutive year that these services have been provided.
Impact of this action	<p>If participation in this new expansion grant award is approved, SBISD will proceed with its implementation.</p> <p>If the grant award is not approved, SBISD will lose this opportunity to partner with Family Services of Houston.</p>
Budget information	The budget totals approximately \$100,000 and will be managed by Alfredo Tijerina, Vice President of Family Services of Greater Houston. The budget basically covers salaries and fringe benefits of their staff.
Monitoring and reporting timeline:	Pat Waldrop, Director of Guidance and Counseling serves as SBISD's administrative liaison to the program. Alfredo Tijerina, LMSW-AP, will be responsible for all grant management including but not limited to programmatic and financial reporting and processing of evaluations.
Resource personnel:	Dr. Jennifer Blaine, Associate Superintendent for C & I; Julie Hodson, Director, Grants
Attachment:	None

GRANT AGENDA ITEM:

BOARD MEETING DATE:  
August 25, 2008

Title: Houston A+ Challenge TG Preparing to Dream: Parent & Student Forums Grant Award

Administration Recommendation: It is recommended that the Board of Trustees approve the acceptance of this grant award from the Houston A+ Challenge for \$30,000, \$10,000 per year for the next three years (2008-2009, 2009-2010 and 2010-2011).

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve awards/projects greater than \$25,000.

Plan addressed: Under the guidance and support of the Houston A+ Challenge and NCAN (National College Access Network) staff, the plans are to:

- collaboratively design a series of train-the-trainer workshops to increase student access to college,
- To establish school district forums of approximately 15 students and 15 parents through which students and parents can advise the district in the development of its college access initiative and
- To conduct at least five topical learning sessions (December 2008-May 2009) for larger numbers of parents, students and school staff, led by district forum team members in which students will receive information that will help them succeed academically, enroll in post secondary education, plan to pay for their studies and persist to completion.

Background: Houston A+ Challenge received a \$142,000 grant from TG (Texas Guaranteed) Student Loan Corporation through its Public Benefit Grant Program. TG intends that the primary beneficiaries be students who are from low- to moderate-income families, especially first-generation college students or students who are from groups that are traditionally underrepresented.

Impact of this action: If the grant award is approved, plans will be implemented.  
If the grant award is not approved, SBISD will lose this \$30,000 in funding.

Budget information: The district is to receive \$10,000 per year from the Houston A+ Challenge. Allowable grant expenditures are yet to be determined and approved.

Monitoring and reporting timeline: The Director of Guidance and Counseling, Pat Waldrop, will be the Project Director for this initiative and budget manager for these funds. She will submit all data and reports as required.

Resource personnel: Dr. Jennifer Blaine, Associate Superintendent for C & I;  
Julie Hodson, Director, Grants

Attachment: None

GRANT AGENDA ITEM:

BOARD MEETING DATE:  
August 25, 2008

Title: Houston Community College System (HCCS) – SBISD Work-Study Program Agreement

Administration Recommendation: It is recommended that the Board of Trustees approve the acceptance of the HCCS-SBISD agreement for services valued at approximately \$6,920 for the 2008-09 school year.

Authority for this action: Policy GR (Legal) requires the Board of Trustees to authorize interlocal contracts.

Plan addressed: College work-study students will tutor students in the Mayor's After School Achievement Program on the campus of Spring Woods Middle School.

Background: The Board approved a similar agreement last year on August 27, 2007. SWMS would like to renew this agreement.

Impact of this action: If this agreement is approved, SBISD will place HCCS college students at SWMS to work in its after school and summer school programs. If the agreement is not approved, SBISD will not place HCCS college students to work at SWMS.

Budget information: HCCS will pay 2 college students \$8.65 per hour through a Work-Study Program to tutor SWMS students. HCCS college students will work approximately 4 hours per day, 5 days per week for 20 weeks between the dates of September 1, 2008 and June 30, 2009. SBISD will not receive nor contribute any funding. SBISD will benefit from the value of the services, estimated to be \$6,920.

Monitoring and reporting timeline: Throughout the project, the SWMS ASAP Coordinator will supervise and certify the number of hours worked. At the end of the semester, the SWMS ASAP Coordinator will submit an evaluation of the students and include recommendations for strengthening the work-study program.

Resource personnel: Dr. Jennifer Blaine, Associate Superintendent for C & I  
Julie Hodson, Director, Grants Department

Attachment: Agreement



This agreement is entered into between **Houston Community College**, hereinafter known as the "Institution," and **Spring Branch Independent School District**, hereinafter known as the "Organization," a State, Nonprofit Organization, for the purpose of providing work to students eligible for the Federal Work-Study (FWS) Program.

In consideration of the mutual covenants and promises set forth in this agreement, the Institution and the Organization agree as follows:

## **SECTION ONE.**

### **TERMS**

Students will be made available to the Organization by the Institution to perform specific work assignments. Students may be removed from work on a particular assignment or from the Organization by the Institution, either on its own initiative or at the request of the Organization. The Organization agrees that no student will be denied work or subjected to different treatment under this agreement on the grounds of race, color, national origin, or sex. It further agrees that it will comply with the provisions of the Civil Rights Act of 1964 (Pub. L. 88-352; 78 Stat. 252) and Title IX of the Education Amendments of 1972 (Pub. L. 92-318) and the Regulations of the Department of Education which implement those Acts.

The Institution is considered the employer for purposes of this agreement. It has the ultimate right to control and direct the services of each student for the Organization. It has the responsibility to determine whether the students meet the eligibility requirements for employment under the Federal Work-Study Program, to assign students to work for the Organization, and reserves the right to determine whether students are performing appropriate work. The Organization's right is limited to direction of the details and means by which the result is to be accomplished.

The parties agree to and understand that work to be performed under this agreement is to be in the public interest, and which (1) will not result in the displacement of employed workers or impair existing contracts for services; (2) will be governed by such conditions of employment, including compensation, as will be appropriate and reasonable in light of such factors as type of work performed, geographical region and proficiency of the employee and as mutually agreed by the Institution and the Organization; (3) does not involve the construction, operation, or maintenance of so much of any facility as is used, or is to be used, for sectarian instruction or as a place for religious worship; and (4) does not involve any partisan or nonpartisan political activity associated with a candidate, or contending faction or group, in an election for public or party office.



The terms of this agreement shall commence on the effective day hereof and continue until terminated as described herein.

## **SECTION TWO.**

### **EMPLOYMENT TERMS**

During periods of regular enrollment students employed under this agreement may work no more than **twenty (20) hours per week**. When classes are not in session (during vacation breaks and summer), students are still not allowed to work more than twenty (20) hours per week.

Transportation for students to and from their work assignments will not be provided by either the Institution or the Organization.

## **SECTION THREE.**

### **RECORD MAINTENANCE**

Under this arrangement the Organization will furnish to the Institution for each payroll period the following records for review and retention:

- (a) Time reports indicating the total hours worked each week in clock time sequence and containing the supervisor's certification as to the accuracy of the hours reported;
- (b) A sign-in sheet documenting the students work attendance and punctuality.

## **SECTION FOUR.**

### **COMPENSATION**

Compensation of students for work performed on a project under this agreement will be disbursed—and all payments due as an employer's contribution under State or local workers' compensation laws, under Federal or State social security laws, or under other applicable laws, will be made—by the Institution.

Students can only be paid for hours actually worked, and may not be paid for lunch, vacation, holiday, sick days, or other hours not actually worked. When a student's accumulated gross earnings reach his/her Federal Work-Study award, he/she must stop working under this agreement.

The student will be paid by the Institution based on the established hourly rate and number of hours worked. A written record of hours worked is to be submitted by the Organization to the Institution on a biweekly basis in accordance with a schedule issued annually by the Institution. At the Institution's request, the Organization agrees to confirm these hours by authorized signature of an Organization official on verification statements before the Institution will release payments to the students employed under this agreement.

## **SECTION FIVE.**

### **TERMINATION OF AGREEMENT**

Continuation of the program, and obligations of the Organization, for each Federal Work-Study work period (as hereinafter defined) shall be based upon the availability of funds and willingness of the Organization to continue the program, which shall be stipulated in writing by the Organization to the Institution at least fifteen (15) days prior to a work period, both as to the contract provisions and to the students involved. Either party may terminate this agreement at anytime with thirty day written notice to the other party.

## **SECTION SIX.**

### **INDEMINIFCATION**

To the extent allowed by law the Organization agrees to indemnify and hold harmless the Institution from and against any and all claims for property damage or personal injury or otherwise that may result directly or indirectly from the acts or omissions of the student employees while under the direction, supervision, control and travel to and from the Organization.

## **SECTION SEVEN.**

### **EVALUATIONS**

At the end of each semester, the Organization should submit an evaluation of the student. At the end of the academic year, the Organization may submit a year-end evaluation that should include recommendations and suggested changes for the Work-Study programs. Any problems which arise concerning the student's work should be handled first by the supervisor, then the Organizational Representative, then by the Houston Community College Financial Aid Office. At any time during the year that a student is not fulfilling his/her responsibility, the student's job could be withdrawn by mutual consent of the parties of this contract; the student may also request that he/she be transferred.

**THIS SCHEDULE IS A PART OF AND REFERS TO THE FEDERAL COLLEGE WORK-STUDY PROGRAM AGREEMENT BETWEEN HOUSTON COMMUNITY COLLEGE SYSTEM, AND SPRING BRANCH INDEPENDENT SCHOOL DISTRICT.**

The maximum number of students to be placed during the school year is two (2).  
(See attached job description for tutor)

Hourly rate of pay to be paid \$ 8.65. Average number of work hours per week for each student 20. Average length of work period (from 09/01/08 to 06/30/09).

Total gross earnings for student(s) must not exceed annual college work-study award.

Authorized Institution Representative: Avis W. Horde	Authorized Organization Representative: Duncan Klussmann
Title: Director of Financial Aid	Title: Superintendent
Signature:	Signature:
Date:	Date:
	Authorized Board Representative: Susan Kellner
	Title: Board President
	Signature:
	Date:

Title:	TEA Adult Education Grant Awards and Educational Contract
Administration recommendation:	It is recommended that the Board of Trustees approve Spring Branch ISD being a beneficiary of adult education services due to grant awards given to HCDE. The approximate value of benefits for the 2008-2009 school year is \$375,000.
Authority for this action:	Policy CH (Local) requires the Board of Trustees to approve awards/projects greater than \$25,000.00 and Policy GR (Legal) requires the Board of Trustees to authorize interlocal contracts.
Plan addressed:	Harris County Department of Education (HCDE) will provide: <ul style="list-style-type: none"> <li>▪ teachers for English as a Second Language (ESL), Adult Basic Education (ABE)/ General Education Development (GED) and Civics. Classes will be offered at Ridgecrest, Landrum, SB Family Development Center, SB Parent Center and Spring Woods HS, Woodview and Treasure Forest. New sites to be considered are Memorial H.S. and Nottingham Elementary.</li> <li>▪ classroom materials for participants and</li> <li>▪ professional development for the teachers of adult education.</li> </ul>
Background:	Harris County Department of Education has partnered with Spring Branch ISD to provide adult education literacy classes for the past 30 years. Spring Branch ISD has provided neighborhood facilities to allow HCDE to serve those participants most in need. The program assists parents in obtaining the necessary educational skills to become partners in the educational development of their children.
Impact of this action:	The community benefits when the parents become more literate, employed and self-sufficient. Parents are role models for their children who see them studying and attending class.
Budget information	HCDE is the fiscal agent for various TEA Adult Education Grants which benefit SBISD. HCDE grants may include: <ul style="list-style-type: none"> <li>• Continuation Funding - State Funding for Adult Education and Family Literacy</li> <li>• Continuation Funding - Federal Funding for Temporary Assistance to Needy Families (TANF)</li> <li>• State Funding for Temporary Assistance to Needy Families (TANF)</li> <li>• Continuation Funding; English Literacy and Civics Education.</li> </ul>
Monitoring and reporting timeline:	HCDE will provide TEA with expenditure and evaluation reports. HCDE will also provide Spring Branch ISD with annual reports on the number of adult students served and the number of contact hours generated by those students. HCDE staff has forwarded an Educational Contract to Julie Hodson for Dr. Klussmann and Susan Kellner to sign. See attachment.
Resource personnel:	Dr. Jennifer Blaine, Associate Superintendent for C & I; Julie Hodson, Director, Grants
Attachment:	Educational Contract 2008-2009

## EDUCATIONAL CONTRACT 2008 - 2009

Pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, this Interlocal Contract (the "Contract") is made and entered into between Harris County Department of Education ("HCDE") and Spring Branch Independent School District ("District") for the promotion of adult education in Harris County.

### **Preambles**

HCDE offers instruction in Adult Basic Education (ABE), General Educational Development (GED), and English as a Second Language (ESL) and related adult education services through federal and state funding; and

HCDE and the District desire to provide adult education instruction and related adult education services to parents and residents within the District to increase literacy levels, improve English skills, promote family literacy, and increase community awareness.

#### **I. Purpose**

The purpose of this Contract is to provide instruction in ABE, GED, ESL and related adult education services at the Spring Branch Independent School District in the District (adult education instruction in ABE, GED, and ESL and related adult education services referred to as "Program" herein).

#### **II. Funding**

This Contract is expressly conditioned upon the availability and receipt of federal and state funds in full for the Program provided under this Contract.

#### **III. Responsibilities**

##### **A. HCDE agrees to:**

1. provide adult education teachers and part-time support staff in an amount determined by HCDE;
2. provide instructional materials and supplies;
3. provide staff development training;
4. assist with recruitment of students;
5. provide GED, ESL, and ABE classes at no charge to students;
6. provide class sets of GED, ESL, and ABE books and other teacher materials for student use;
7. coordinate GED graduation with the District at least twice each year;
8. maintain student records and provide annual reports to the District on student performance; and
9. provide supervision of the GED, ESL, and ABE classes.

**B. District agrees to:**

1. designate one professional employee to be the primary contact person for the Program and a member of the HCDE Adult Education Advisory Committee who will participate in at least two meetings per year;
2. provide classroom, office space, storage space, and janitorial services at Spring Branch ISD for the Program; and
3. assist in recruitment and registration of students.

**IV. Amendment**

This Contract may be amended only by the mutual agreement of the parties, in a writing to be attached to and incorporated in this Contract.

**V. Payment for Services**

Any local funds expended will be from current revenues available to the paying party.

**VI. Termination**

This Contract may be terminated by either party without cause with thirty (30) days advance written notice. In the event HCDE does not receive the federal and state funds for the Program, this Contract will terminate immediately.

**VII. Assignment**

Neither this Contract nor any duties or obligations under it shall be assignable by either party without the prior written acknowledgment and authorization of the other party.

**VIII. Notice**

Any notice provided under the terms of this Contract by either party to the other shall be in writing and may be effected by certified mail, return receipt requested. Notice shall be sufficient if made or addressed as follows:

**Harris County Department of Education**

Attention:  
John E. Sawyer, Ed.D.  
County School Superintendent  
6300 Irvington Boulevard  
Houston, Texas 77022

**Spring Branch Independent School District**

Attention:  
Dr. Duncan Klussmann, Superintendent  
955 Campbell Road  
Houston, Texas 77024

Each party may change the address at which notice may be sent to that party by giving notice of such change to the other party in accordance with the provisions of this Article.

**IX. Governing Law and Venue**

This Contract shall be construed under the laws of the State of Texas and mandatory and exclusive venue in any action arising out of this Contract shall be in Harris County, Texas.

**X. Relationship of Parties**

This Contract does not create a joint venture or business partnership under Texas law.

**XI. Authorization**

Each party acknowledges that this Contract has been authorized by the governing body of each party to the Contract.

**XII. Benefit for Signatory Parties Only**

Neither this Contract, nor any term or provision hereof, nor any inclusion by reference, shall be construed as being for the benefit of any party not in signatory hereto.

**XIII. Severability**

In the event that any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

Agreed to on this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

\_\_\_\_\_  
John E. Sawyer, Ed.D.  
County School Superintendent

\_\_\_\_\_  
Dr. Duncan Klussmann  
Superintendent, Spring Branch ISD

\_\_\_\_\_  
Susan Kellner  
Board President, Spring Branch ISD

GRANT AGENDA ITEM:

BOARD MEETING DATE:  
August 25, 2008

Title:	TEA Cycle 14: Pre-kindergarten Expansion Grant Award
Administration recommendation:	It is recommended the Board of Trustees approve the acceptance of this TEA grant award for up to \$3,171,258.
Authority for this action:	Policy CH (Local) requires the Board of Trustees to approve awards/projects greater than \$25,000.
Plan addressed:	The purpose of this grant is to continue the full-day pre-kindergarten programs in operation at the Schools for Early Learning and at the elementary school campuses during the 2008-2009 school year.
Background:	All districts that received a Cycle 13 Expansion Grant were eligible to apply for Cycle 14 funds. This will be the last year for continuation funding. Cycle 15 will be open to all LEAs on a competitive basis. New selection criteria are yet to be determined. Cycle 14 grantees are encouraged to begin considering alternative resources for funding their full-day Prekindergarten programs in the event they are not selected to receive a grant beyond the 2008-2009 program year.
Impact of this action:	If the grant is approved, all eligible four-year-old children enrolled in SBISD will continue to be provided a full-day pre-kindergarten program.
Budget information	This TEA grant award is for up to \$3,171,258. That is a reduction of \$192,219 from last year due to changes in TEA's formula for funding. The actual dollar amount will be based on the Average Daily Attendance of targeted students. The funds may be used to employ teachers and other personnel for expanded Pre-K programs and to acquire curriculum materials or equipment, including computers, for use in the program.
Monitoring and reporting timeline:	The Director for Grants will serve as the official point of contact with TEA for this grant. The Grants Accountant will submit expenditure reports. Pre-K Directors will assist with the completion of a Final Evaluation Report estimated to be due in September, 2009. Districts that receive Cycle 14 Pre-kindergarten Expansion Grant funds are also required to submit a School Readiness Integration (SRI) plan or an exemption by October 15, 2008. SRI plans must coordinate resources between the district, Head Start programs, and child care providers. In addition, these community-designed partnerships must incorporate a Memorandum of Understanding (MOU) that states the nature of the partnership and delineates each partner's role and responsibility. SBISD plans to submit an exemption request.
Resource personnel:	Dr. Jennifer Blaine, Associate Superintendent, C & I Julie Hodson, Director, Grants Department
Attachment:	None



GRANT AGENDA ITEM:

BOARD MEETING DATE:  
August 25, 2008

Title: TEA Even Start Family Literacy Program, Grant Award for Ridgecrest Elementary

Administration recommendation: It is recommended that the Board of Trustees approve the acceptance of this grant award for \$150,000 for the 2008-2009 school year.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve awards/projects greater than \$25,000.

Plan addressed: Ridgecrest plans to provide an Early Reading Program, Adult Basic Education classes, computer training for parents, guest speakers, and PACT (Parent And Children Together) activities for 55 families in the greatest need of literacy services, who have low-incomes and children ages birth to seven years old.

Background: Spring Branch ISD is eligible for three cycles of funding, which is dependent on successful grant implementation. This award represents the Cycle 3, Year 4 funding period for the continuation of the Even Start Project at Ridgecrest.

Impact of this action: If the grant award is approved, SBISD will implement the described plans. If the grant award is not approved, SBISD will lose the award and not implement the described plans.

Budget information The budget of \$150,000 covers personnel, general supplies, professional travel and contractual services. There is a required \$278,571 match (from any source including in-kind) which Ridgecrest staff is responsible for documenting. Ridgecrest program staff estimated that they would not be able to meet Ridgecrest's match this year so TEA has granted a waiver valued at \$99,553 which lowers Ridgecrest's required match to \$179,018.

The reason for the inability to meet the same match as last year is that Ridgecrest lost four of its partnerships. Partners who have experienced a reduction of funding themselves are no longer able to provide Ridgecrest with free services. Ridgecrest program staff was able to create new partnerships but not at the same level of value as the previous services.

Monitoring and reporting timeline: SBISD Even Start Project Coordinator and SBISD Grants Accountant will provide TEA with quarterly evaluation and expenditure reports. An independent evaluator will provide one report at the end of the project.

Resource personnel: Dr. Jennifer Blaine, Associate Superintendent for C & I  
Julie Hodson, Director, Grants

Attachment: None

GRANT AGENDA ITEM:

BOARD MEETING DATE:  
August 25, 2008

Title: TEA Life Skills Program for Student Parents Grant Award

Administration recommendation: It is recommended that the Board of Trustees accept a grant award amount of \$110,645 for the 2008-2009 school year.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve awards greater than \$25,000.

Plan addressed: The Life Skills Program grant will provide services to all SBISD middle and high schools. This program assists with individual counseling, peer counseling, and self-help programs; career counseling and job-readiness training; child-care for the students' children; transportation for students and their children; instruction related to knowledge and skills in child development, parenting, and home and family living; and assistance in obtaining services from government agencies or community service organizations.

Background: This grant opportunity was approved last year by the School Board on August 27, 2007. This request for approval is for fiscal year 2009 continuation funding.

Impact of this action: If the continuation grant is accepted, the district will continue to implement vital programs for school-age parents and their children. If the grant is not accepted, the district will lose the funding.

Budget information: The \$110,645 in funding is not quite enough to cover the salaries and fringe benefits of the three social workers who traditionally have been funded with this grant award. The difference of approximately \$20,000 will be covered by the School Age Parent Program Activity Fund (1.2503.299.0.038) which has a current balance of \$48,145.  
The required matching funds amount for this program is \$110,645. Matching funds will come from Neighborhood Centers Funding generated by babies enrolled in the SBEC childcare and School Age Parent Program Activity Funds. These funds encompass a 12-month period defined as September 1, 2008 to August 31, 2009.

Monitoring and reporting timeline: School of Choice Principal, Lea Ann Lockard, will be responsible for preparing the final evaluation report. The deadline is forthcoming. The Grants Accountant will submit the Final Expenditure Report.

Resource personnel: Dr. Jennifer Blaine, Associate Superintendent, C & I  
Julie Hodson, Director, Grants Department

Attachment: None

Title:	USDE GEAR UP ( <b>G</b> aining <b>E</b> arly <b>A</b> wareness and <b>R</b> eadiness for <b>U</b> ndergraduate <b>P</b> rograms) Grant Award for Spring Woods High School.
Administration recommendation:	It is recommended that the Board of Trustees approve the acceptance of this USDE GEAR UP grant award for \$448,000 for the 2008-09 school year.
Authority for this action:	Policy CH (Local) requires the Board of Trustees to approve awards/projects greater than \$25,000.00.
Plan addressed:	The project targets a cohort of 10 <sup>th</sup> grade students at Spring Woods High School and follows them through graduation. The purpose of GEAR UP is to accelerate the academic achievement of these students creating an environment and expectation that they will complete high school and enroll and succeed in college.
Background:	The funding agent is the USDE Office of Post-secondary Education. GEAR UP assists low-income students to prepare for college. The award represents the fourth year of a six year project. This same cohort of students was previously served at Spring Oaks Middle School and Spring Woods Middle School.
Impact of this action:	If this grant award is approved, SBISD will proceed with the continuation of this project at SWHS. It will also position the district to receive continuation funding of \$448,000 per year for an additional two years for a total grant award of \$2,659,619. If the grant award is not approved, SBISD will not receive the funds and the project will not be implemented.
Budget information:	<p>The budget covers the salaries of a Project Director, an Administrative Assistant, a Program Coordinator, and a Bilingual Parent Trainer. Additional budget categories include travel; consultants for teacher training, evaluation, and student services; student tuition for leadership, academic enrichment and summer programming; supplies; technology; transportation for field trips and college tours; and extra-duty pay for school staff to provide tutorials and summer programming.</p> <p>The grant requires a \$149,435 match with either cash or in-kind contributions which is partially generated from contributions by the GEAR UP partners. The district portion comes primarily from documented hours of administrators and teachers working with the GEAR UP cohort.</p>
Monitoring and reporting timeline:	The Gear UP Project Director, Regina Kirkpatrick, will submit an annual performance report in April 2009.
Resource personnel:	Dr. Jennifer Blaine, Associate Superintendent, C & I Julie Hodson, Director, Grants
Attachment:	None.

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

**Date of Board Meeting:** August 25, 2008

**Subject:** Request for Approval of the YMCA After School Child Care

**Administrator Responsible:**

**Name:** Margie Duffey and Patti Pace

**Position:** Executive Administrator for Elementary Administrative Services

**Purpose of Agenda Item:**

Information only       Action needed       Report

**Additional Information and/or Back-Up:**

It is recommended that the following elementary schools be approved for participating in the YMCA After School Child Care Program for 2008-2009.

Spring Shadows Elementary	Terrace Elementary
Meadow Wood Elementary	Wilchester Elementary
Nottingham Elementary	The Tiger Trail School
Pine Shadows Elementary	Westwood Elementary
Sherwood Elementary	Valley Oaks Elementary

The YMCA is open to providing after school child care on other SBISD campuses where the school community expresses an active interest.

Agreement for Use of Public School Facilities  
By a Non-Profit Organization  
To Operate An Afterschool Youth Program

This Agreement made and entered into this  
03 Day of June, 2008  
by and between the YMCA of the Greater Houston Area,  
(hereinafter called the Non-Profit")  
and  
Spring Branch Independent School District,  
(hereinafter called "Spring Branch ISD")

**Witnesseth**

WHEREAS, Spring Branch ISD owns and has under its jurisdiction certain schools and education facilities and equipment that may be utilized after normal school hours for quality youth programs:

And,

WHEREAS, there is an interest to provide Afterschool Youth Program in Spring Shadows, Terrace, Nottingham, Westwood, Pineshadows, Sherwood ,Meadow Wood Elementary, Valley Oaks . Wilchester, Tiger Trail schools where there is a need and request for this service;

And,

WHEREAS, the Non-Profit has agreed to provide a service.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties to this Agreement, agree as follows:

I. Spring Branch ISD shall:

- Provide available space in public school facilities on a no-fee basis for the purpose of Afterschool Care.
- Afford to the Non-Profit a designated area for storage within the school where the program is located.
- Afford to the Non-Profit a current gas inspection, health inspection, and fire inspection for Spring Shadows, Terrace, Nottingham, Westwood, Pine shadows, Meadow Wood, Valley Oaks, Tiger Trial, Sherwood, Wilchester. .
- Afford to the Non-Profit a phone line for use during program hours.

II. The Non-Profit shall provide:

- Quality Afterschool Youth Programs
- A copy of Non-Profit's operating procedures which shall include fee structures, personnel requirements, discipline policies, safety procedures, and all other policies needed to operate a quality child care program.
- An update of the Non-Profit's new programming, fee structures, policy changes, and all other changes that may occur while this Agreement is in effect.

III. The Non-Profit agrees to indemnify and hold Spring Branch ISD harmless from and against any and all losses, claims, demands, liabilities, suite or actions-including all reasonable expenses and attorney fees, for injuries or loss caused by or resulting from the acts or omissions of the Non-Profit employees, sub-contractors, or agents of Non-Profit and Spring Branch ISD. This indemnity does not alter or waive tort immunity.

Further, Non-Profit agrees to procure and keep in force, for the entire time this agreement is in effect, insurance coverage for general liability in the amount of \$1,000,000.00 and include Spring Branch ISD as an additional insured during said duration. Non-Profit shall be responsible for all licensing requirements, and shall be responsible for compliance with all state and federation regulations affecting the operation by Non-Profit of said youth programs. Spring Branch ISD shall not be responsible for licensing or compliance with state and federal regulations affecting youth program, this being the sole responsibility of Non-Profit.

Further, Spring Branch ISD is not responsible for supervising the youth program, discipline, safety procedures, personnel requirements, or any other matter concerning the operation of the youth program, such being the sole responsibility of Non-Profit.

IV. The Non-Profit agrees that all facilities and properties shall be used in compliance with all federal, state, and local laws, and in accordance with all rules and regulations of Spring Branch ISD.

This AGREEMENT shall be for a term commencing on August 22, 2008 and ending July 31, 2009, and may be renewed by mutual written agreement of both parties.

It is mutually agreed that either the Non-Profit or Spring Branch ISD shall have the right and privilege of canceling this Agreement upon ninety (90) days written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first written above.

Spring Branch ISD

By Board of Trustees President \_\_\_\_\_

ATTEST: (Secretary) \_\_\_\_\_

By: \_\_\_\_\_

Its \_\_\_\_\_

ATTEST: (Secretary) \_\_\_\_\_

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

**Date of Board Meeting:** August 25, 2008

**Subject:** Request for Approval of Teacher Appraisers for the 2008-09 School Year

**Administrator Responsible:**

**Name:** Marianne Cribbin

**Position:** Executive Director for Human Resources

**Purpose of Agenda Item:**

- Information only       Action needed       Report

**Additional Information and/or Back-Up:**

As part of the SBISD Two-Tiered Appraisal Model for teacher appraisals, teachers have the opportunity to request an observation from a second appraiser. Policy DNA Local requires that second appraisers be approved by the Board.

The administrators on the attached list have received training in the SBISD Two-Tiered Appraisal Model and are recommended as "other" or "second" appraisers.



## SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

The administrators listed below have received training in the SBISD Two-Tiered Appraisal Model and are recommended as "Other Appraisers" for the 2008-2009 school year.

Adami, Ara (Randolph)	Farmer, Lou Ann	Kucera, Ann	Sablatura, David
Alford, Sheridan	Felle, James	Larry, Frederick	Salek, Robert
Arnic, Leonard	Fernandez, Horacio	Lee, Kathryn	Sanders, Karen
Ashford, Hollis (Tim)	Folger, Sherrie	Liska, Karen	Santucci, Alan
Austin, Lynn	Fuchs, Rebecca	Lockard, Lea Ann	Scanlan, Neda
Baggerly, Julie	Gabriel, Michele	Madsen, Veleta	Schaper, Jr., Wayne
Barry, Lynne	Garcia, Roel	Martinez, Carolina	Shorter, Stephen
Barry, Steven	Gardner, Cynthia	Martinez, Valerie	Simpson, Patricia
Bass, Robbie	Garza, Vidal	Mathieu, Victoria	Slinkard, Lisa
Bassett, Jana	Gex, Robert (Danny)	Maxwell, Lynda	Snyder, Robalyn
Benitez, Raul	Gonzalez, Richard	McCoy, Gloria	Stallworth, Lance
Bird, Shawn	Gray, Alan	McNeil, Angela	Stalnaker, Shelley
Bishop, Barry	Greenhill, Jennifer	Mendizabal, Craig	Stanford, Cendie
Blais, Denise	Greiner, Alexia	Menotti, Johna (Kathy)	Steen, Kathy
Blasingame, Natalie	Griffin, Jan	Mercado, Suzanne	Suess, Paul
Blaze, Carl	Griffin, Ray	Mitchell, Laura	Tapia, Morella
Brajenovich, Cheryl	Gridale, Karin	Munos, George (Dwayne)	Taylor, Anabel
Breedlove, Lynette	Guillory, Jr., Linus	Norton, Margret	Teater, Janet
Brown, Theron	Guzzetta, Rebecca	Olson, Joyce	Thibaut, Amy
Bryant, Susan	Hannes, Sara	Pace, Patricia	Thomas, Patricia
Bucek, Carol	Harn, Nancy	Paige, Jessica	Vrana, Kim
Burger, William	Harper, Kaye	Parker, James David	Watson, Anick
Burta, Michelle	Heeth, Karen	Petrou, Sofia	Weir, Lisa
Butler, Alison	Henry, Belinda	Phillips, Mark	Williams, Bryan
Butler, Pamela	Henry, Gary	Pitre, Stephanie	Williams, Carlotta
Cantrell, Sharee	Hernandez, Roberto	Plemmons, Janette	Wise, LaVerie
Chai, Cynthia	Hershey, Kara Paige	Poteet, Reba	Woodson, Elizabeth
Charles, Jeffrey	Hess, Rusten	Pratts, Luis	Worley, Marsha (Ann)
Cole, Dawn	Hickman, Darby	Pratts, Vivian	Wright, Jill
Cribbin, Marianne	Hilberth, Michelle	Ragsdale, Laura	
Darmer, Deborah	Interiano, Aida	Reap, Tracey	
Davalos, Mary Lou	Jacobs, Anita	Reyes, Blanca	
de la Guardia, Imelda	Johnson, Dana	Rivera, Ricardo	
Delgado, Elsa	Johnson, Gary	Roach, Stefanie	
Dixon, Geoffrey	Johnson, Valerie	Robinson, Catherine	
Edmiston, Lee	Jones, Laurie (L.P.)	Rodriguez, David	
Emerson, Martha (Carol)	Jordan, Jennifer	Rodriguez, Karen	
Erickson, Cathie	Juntti, Christopher	Rodriguez, Odelia	
Estes, Terry	Justl, Karen	Rodriguez, Yolanda	
Estrada, Kaye	Kennard, Kay	Roth, Joseph	
	Kolenda, Joe		



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

**Date of Board Meeting:** August 25, 2008

**Subject:** Request for Approval of the Proposed Schedule for the 2008-2009  
Graduation Ceremonies.

**Administrator Responsible:**

**Name:** Margie Duffey and Sofia Petrou

**Position:** Associate Superintendent – Administration and Personnel and  
Executive Director of Secondary Administrative Services, Respectively

**Purpose of Agenda Item:**

Information only       Action needed       Report

**Additional Information and/or Back-Up:**



**Administration & Personnel**

# Memo *Draft*

**To:** Leadership Team  
**From:** Marjorie Duffey, Associate Superintendent  
**Date:** 8/7/2008  
**Re:** Graduation Ceremonies Schedule for 2008-2009

Date	Time	Campus	Location
December 18, 2008	4:00 P.M.	School of Choice	Spring Branch Education Center
May 30, 2009	10:00 A.M.	Northbrook HS	Don Coleman Coliseum
	1:00 P.M.	Memorial HS	Don Coleman Coliseum
	4:00 P.M.	Spring Woods HS	Don Coleman Coliseum
	7:00 P.M.	Stratford HS	Don Coleman Coliseum
June 2, 2009	4:00 P.M.	School of Choice	Don Coleman Coliseum
June 2, 2009	7:00 P.M.	Westchester Academy of International Studies	Don Coleman Coliseum
August 20, 2009	7:00 P.M.	Summer Graduation	Northbrook HS

**Administration & Personnel**  
 955 Campbell Rd., Houston, Texas 77024  
 713-464-1511 Ext. 2433

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

**Date of Board Meeting:** August 25, 2008

**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 Middle School	Carpet squares for the Band Hall	McCoy Floor Covering	Suzanne	6869 Old Katy Road	Houston, TX 77024	\$15,120.00
Stratford High School	Baseball/softball indoor batting nets for outside gym	Stratford Athletic Booster Club	Dexter & Sandi Braband	814 St. Francis	Houston, TX 77079	\$10,000.00
Stratford High School	Two-Track lawnmower	Stratford Athletic Booster Club	Dexter & Sandi Braband	814 St. Francis	Houston, TX 77079	\$8,000.00

Spring Branch ISD  
101920

OTHER REVENUES:  
GRANTS FROM PRIVATE SOURCES

CDC  
(EXHIBIT A)

### Request for Acceptance of Gift

1. School: Memorial Middle School

2. Board Policy: CDC (LOCAL)

3. Description of Gift: carpet squares for the band hall

4. Donor:

Name of Donor/Company/Foundation: McCoy Floor Covering

Attention (please supply name): Suzanne

Address: 6869 Old Katy Road

City: Houston

State: Texas

Zip: 77024

Telephone: 713-696-2477

5. Where and how will this gift be used: carpeting the band hall

6. Estimated value (as set by donor): \$15,120.00

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

district will pick up and install

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) 8-25-08

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

RECEIVED  
AUG 11 2008  
Superintendent's Office

**Payne, Laura**

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**From:** de Lima, Eliane [eliane.delima@morrisharchitects.com]  
**Sent:** Tuesday, June 24, 2008 3:29 PM  
**To:** Payne, Laura  
**Cc:** 'Wences.Gouveia@shell.com'  
**Subject:** Carpet Donation for Band hall

Hi Laura,

I just received a call from McCoy Floor Covering ,and they confirmed the carpet donation. The cost of the carpet per linear yard is \$27.00, and the Band Hall will require 560 linear yards, the total amount of the donation will be  $560 \times \$27.00 = \$15,120.00$ . In addition McCoy will donate two additional boxes of carpet for maintenance purposes.

Now the school district needs to pick up the carpet boxes at McCoy's warehouse, which is located on Old Katy rd, but we can talk about these details later. For now if you could expedite the donation process that would be great, I would like to send any required forms to McCoy to finalize the donation and get the carpet installed before school starts. In case you need to contact me, my office number is: 713-850-6557 and my new cell is: 832-671-6733.

I'm very excited about the carpet donation and I believe the kids will be too!!!

Thanks for your help!

**Eliane de Lima**  
Associate Designer

**MORRIS ARCHITECTS**  
1001 Fannin Street, Suite 300 Houston, Texas 77002 USA  
Direct 713.850.6557 | Main 713.622.1180 | Fax 713.622.7021  
[eliane.delima@morrisharchitects.com](mailto:eliane.delima@morrisharchitects.com)  
[www.morrisharchitects.com](http://www.morrisharchitects.com)

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6/25/2008



# Spring Branch Independent School District

## Request For Acceptance of Gift

1. School Stratford
2. Board Policy No. CDC (LOCAL) (see reverse side)
3. Description of Gift Baseball / Softball indoor batting  
nets for outside gym
4. Donor: Name of Donor/Company/Foundation Stratford Athletic Booster  
Club  
Attention: Dexter & Sandy Braband (please supply name)  
Address: 814 St. Francis  
City, State, Zip Houston, Tx, 77079  
Telephone: 281-825-1852
5. Where and how will this gift be used: in the outside practice  
gym as a hitting cage for baseball  
and softball
6. Estimated value: (as set by donor) 10,000
7. Cost to district: None  
(Example: pick up, installation, and maintenance)
8. Principal/department head is responsible for adding this item to the property management inventory system, if applicable.

Acceptance recommended: \_\_\_\_\_

  
(Principal or Department Head)

Approved by Board of Trustees \_\_\_\_\_

8-25-08  
(Date)

Property Management Control No. \_\_\_\_\_

02-18-2003

RECEIVED

JUL 28 2008

Superintendent's Office

# Spring Branch Independent School District

## Request For Acceptance of Gift

1. School Stratford
2. Board Policy No. CDC (LOCAL) (see reverse side)
3. Description of Gift 2-Track Lawnmower

4. Donor: Name of Donor/Company/Foundation Stratford Athletic Booster Club

Attention: Director or Sandi Braband (please supply name)

Address: 814 St. Francis

City, State, Zip Houston, Tx, 77079

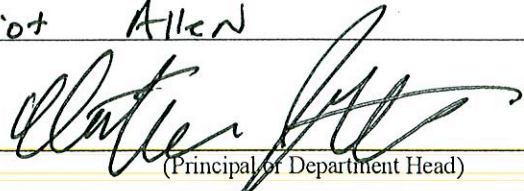
Telephone: 713-973-6821

5. Where and how will this gift be used: SHS Athletic Fields to mow/maintain Football, Soccer, and baseball fields

6. Estimated value: (as set by donor) \$ 8,000 =

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

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

Eliot Allen  
  
Acceptance recommended: \_\_\_\_\_  
(Principal of Department Head)

Approved by Board of Trustees 8-25-08  
(Date)

Property Management Control No. \_\_\_\_\_

02-18-2003



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

**Date of Board Meeting:** August 25, 2008

**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 Special Board Meeting on July 28, 2008

Minutes for the Regular Board Meeting on July 28, 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.

No. 1 – 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 Converse, seconded by Trustee Kosmoski, 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 6:01 PM.

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

- a. Approval of Routine Personnel Items
- b. Approval to Withdraw Employee Resignation
- c. Approval of Employee Contract Recommendation

Following the Executive Session, during which no action was taken, President Kellner reconvened the meeting in open session. (approximately 6:20 PM)

No. 2 – 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.

No. 3 – 2008-2009  
Bd. Approved Withdrawal  
of Employee Resignation

- B *Request for Approval to Withdraw Employee Resignation*  
A motion was made by Trustee Kosmoski, seconded by Trustee Falick, duly put, to approve the Withdrawal of an Employee Resignation. The motion was passed by a vote of 7-0.

No. 4 – 2008-2009  
Bd. Approved  
Recommendation of  
Employee Contract

- C *Request for Approval of Employee Contract*  
A motion was made by Trustee Kosmoski, seconded by Trustee Falick, duly put, to approve the Recommendation of an Employee Contract. The motion was passed by a vote of 7-0

4. **Closing Remarks by the Superintendent**  
Superintendent Klussmann noted that SBISD began our Administrative Inservice today and thanked the Trustees who were able to attend the lunch. He introduced Linus Guillory, our new SWMS Assistant Principal. Dr. Klussmann reminded Trustees he would be driving to San Antonio Wednesday afternoon for meetings.

Approved by:

---

President, Susan Kellner

President Susan Kellner called the meeting to order at 7:00 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. Trustee Falick led everyone in the Pledge of Allegiance.

President Kellner introduced the Senior Staff and Board of Trustees.

2. **Opening Remarks by the Superintendent**

Superintendent Klussmann thanked everyone for being in attendance tonight. He also recognized Norm Rowland, who has been a reporter for the Memorial Examiner for several years and is moving out of state. He has done an outstanding job covering our meetings.

3. **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 proposed. There were no changes and this item was passed by a vote of 7-0.

President Kellner recognized two Boy Scout Troops attending the meeting tonight--# 599 and #152.

4. **Citizens Participation**

No one chose to participate in this segment.

5. **Public Hearing**

- A *Public Hearing on After School Child Care*

The Public Hearing began at 7:05 PM and no one chose to speak during the hearing. The Public Hearing closed at 7:06 PM.

6. **Reports**

- A *Board Member Liaison Reports*

Trustee Schaper talked about the bond projects—Hollibrook and Westwood are in the drawing project phase. Sub-contractors are being discussed now as the price of construction is going up quickly. A handout was given to all Trustees regarding current projects.

Trustee Landrum stated that the Rice Lab School will be operating this fall—teachers will spend one day a week becoming more proficient teaching elementary science in grades 3—5 on the Treasure Forest campus. She reminded Trustees that everyone is able to use the online Atomic Learning Skills.

In Administration and Personnel, the district is in excellent shape staffing-wise

No. 5 – 2008-2009  
Bd. Approved Agenda

Trustee Schaper said that Brittmore will probably be closed down around Christmas by the City for construction and there may be problems getting in and out of Rummel Creek Elementary at that time.

Trustee Mathews talked about Community Relations—the goal in parent education engagement is to implement a systematic framework so that parents are active partners in their children’s education. The Health Fair will be held on August 16<sup>th</sup>, and the Convocation is set for August 18<sup>th</sup>. A draft of *The First Ever Citizens Guide to the SBISD Budget* titled “Children Are Our Bottom Line” is being finalized by the Community Relations Department and will go to all of our students the beginning of school.

Trustee Kosmoski stated that we have two policies up for workshop tonight. They will be discussed later in the agenda.

Trustee Converse said the audit people met with Karen Wilson and Dr. Converse and explained the new laws and the way they do audits—a letter will go to Trustees shortly laying out the expectations.

Trustee Falick had given a handout to Trustees regarding the Technology Department—lots of good work going on there.

Trustee Falick said he has a copy of the Bilingual Decision that came out from TEA if any Trustees wants to read it. Basically it states that the Secondary Bilingual System is illegal and must be fixed by January.

**B** *District TAKS Results 2008*

Dr. Keith Haffey presented the 2008 TAKS Results for the district. There were 25 performance areas and SBISD had improvements in 16 areas and maintained in 5 areas. We need to focus on secondary math and science. Congratulations go to students, teachers and principals for a job well done!

Trustees asked Dr. Haffey if the information could be disaggregated by economic status as well as race—this will be coming in Friday Notes when it’s ready.

**C** *Quarterly Investment Report*

There were no questions or comments.

**7. Discussion**

**A.** *Consideration of Legislative Priorities and Positions for the 81<sup>st</sup> Session for the Texas Legislature*

Trustee Falick gave each Trustee a handout on two of the priorities, which all agree should be focused on within the brochure we put together for the 81<sup>st</sup> Session. The rest of the subjects would be positions. Suggested rewording on the two priorities was discussed and agreed on. Rewording was suggested on the voucher position.

**8. Adoption of Policy**

**A** *Adoption of Policy: EIB (LOCAL) ACADEMIC*

10.

**Action**

No. 7 – 2008-2009  
Bd. Approved Budget  
Status Summary Report  
with Budget Amendment  
as of June 30, 2008

A *Request for Approval of Budget Status Summary Report with Budget Amendment as of June 30, 2008*

A motion was made by Trustee Schaper, seconded by Trustee Converse, duly put, to approve the item. This item was approved by a vote of 7-0.

No. 8 – 2008-2009  
Bd. Approved Facility  
Improvement Program  
Monthly Status Report  
with Project Detail  
Changes as of June 30,  
2008

B *Request for Approval of Facility Improvement Program Monthly Status Report with Project Detail Changes as of June 30, 2008*

A motion was made by Trustee Schaper, seconded by Trustee Landrum, duly put, to approve the item. After discussion, this item was approved by a vote of 7-0.

No. 9 - 2008-2009  
Bd. Approved Contract  
Awards in the amount of  
\$3,603,825.84

C *Request for Approval of Contract Awards*

A motion was made by Trustee Falick, seconded by Trustee Kosmoski, duly put, to approve the item. Discussion followed. This item was approved by a vote of 7-0. Trustee Schaper abstained from all contracts dealing with Harris County Department of Education. Dr. Klussmann said his wife serves on the Board of Community in Schools in a non-paying voluntary role.

No. 10 - 2008-2009  
Bd. Approved Homework  
Task Force Resolution and  
Membership

D *Request for Approval of Homework Task Force Resolution and Membership*

A motion was made by Trustee Kosmoski, seconded by Trustee Falick, duly put, to approve this item. Discussion followed.

No. 11 – 2008-2009  
Bd. Approved  
Amendments of  
Homework Task Force  
Resolution and  
Membership

A motion for amendment was made by Trustee Falick, seconded by Trustee Schaper, duly put, to change the wording in the second to last Whereas to read:

“WHEREAS, The Homework Task Force is expected to call upon the expertise of District professional staff and to utilize and respect previous actions and documents adopted and/or approved by the Board of Trustees that are relevant to this task including the SBISD 2008-2009 Homework Task Force Parameters attached as Exhibit I of this Resolution and consider the 14 proposed amendments the Board voted to refer to this Task Force, attached as Exhibit II to this Resolution; and”

This amendment was approved by a vote of 6-1, with Trustee Converse voting no.

A motion for amendment was made by Trustee Converse, seconded by Trustee Landrum, duly put, to change the last Whereas to read:

“WHEREAS, The Homework Task Force should recommend a Draft Homework Policy;”

No. 13 – 2008-2009  
Bd. Approved  
Amendments on EIE  
(LOCAL) ACADEMIC  
ACHIEVEMENT:  
RETENTION AND  
PROMOTION

F *Consideration and Possible Action on Potential  
Amendments: EIE (LOCAL): ACADEMIC ACHIEVEMENT:  
RETENTION AND PROMOTION*

A motion was made by Trustee Schaper, seconded by Trustee Falick, duly put, to discuss and approve these amendments. Several amendments were offered.

A motion for amendment was made by Trustee Kosmoski, seconded by Trustee Falick, duly put, to change the wording in the first paragraph under the section “Students with Disabilities” to read:

“For students eligible for special education services, the ARD committee shall determine promotion standards and appropriate assessment and acceleration options, as established by the student’s individualized education programs (IEP).”

This motion was passed by a vote of 7-0.

A motion for amendment was made by Trustee Kosmoski, seconded by Trustee Landrum, duly put, to change the wording in the second paragraph under the section “Limited English Proficiency Students”. This motion was passed by a vote of 7-0.

A second motion for amendment was made by Trustee Kosmoski, seconded by Trustee Schaper, duly put, to change the wording in the second paragraph under the section “Limited English Proficiency Students”. This motion was passed by a vote of 7-0.

The section, with both amendments, would now read:

**LIMITED ENGLISH PROFICIENCY STUDENTS**

In assessing mastery of the essential knowledge and skills for students of limited English proficiency, the District shall allow the students to demonstrate knowledge or competency independent of their English language skills in the following ways:

1. Assessment in the primary language.
2. Assessment using ESL Methodologies.
3. Assessment with multiple varied instruments. [See EHBE]

This policy will be on the agenda in August for approval.

No. 14 – 2008-2009  
Bd. Approved  
Amendments on FJ  
(LOCAL) GIFTS AND  
SOLICITATIONS

G *Consideration and Possible Action on Potential Amendments  
FJ (LOCAL) GIFTS AND SOLICITATIONS*

A motion was made by Trustee Kosmoski, seconded by Trustee Falick, duly put, to discuss and approve these amendments. Several amendments were offered:

A motion for amendment was made by Trustee Kosmoski, seconded by Trustee Falick, duly put, to change the wording in the 3<sup>rd</sup> paragraph as follows:

“Fundraising activities and student activities that require solicitations of funds from business or commercial establishments or residents shall be limited to the attendance area served by the student’s school.” This amendment was passed by a vote of 7-0.

A motion for amendment was made by Trustee Kosmoski, seconded by Trustee Landrum, duly put, to change the wording in the 5<sup>th</sup> paragraph as follows:

“Fundraising for these trips must be submitted to the Board for approval at the regular Board meeting in June or July unless the trip could not have reasonably been anticipated by the June deadline.” [EXHIBIT B] This amendment was passed by a vote of 7-0.

No. 15 – 2008-2009  
Bd. Approved Legislative  
Priorities and Positions for  
the 81<sup>st</sup> Session for the  
Texas Legislature

H *Request for Approval of the Legislative Priorities and Positions for the 81<sup>st</sup> Session for the Texas Legislature*  
A motion was made by Trustee Falick, seconded by Trustee Landrum, duly put, to approve this item. After discussion, this item was approved by a vote of 7-0. The brochure that is produced will come back to the Board for approval before it is printed.

No. 16 – 2008-2009  
Bd. Approved Consent  
Agenda Action Items

11. **Consent Agenda Action Items**  
*Request for Approval of the Consent Agenda Action Items*  
A motion was made by Trustee Kosmoski, seconded by Trustee Schaper, duly put, to approve the Consent Agenda Action Items. After discussion, this item was passed by a vote of 7-0.
- A Request for Approval of Payroll and Operating Expenses - June 2008
  - B Request for Approval of Tax Overpayment Refunds (Sec. 31.11)
  - C Request for Approval of Grant Awards and Authorization of Agreements
  - D Request for Approval of Resolution Authorizing Acknowledgement and Recognition of State Senator Kyle Janek
  - E Request for Approval of Campus Fundraisers for the 2008-2009 School Year
  - F Request for Approval for the Board of Trustees, Superintendent of Schools and Senior Staff to Attend the Annual State Conference
  - G Request for Approval for the Board of Trustees and Superintendent of Schools to Attend the National School Board Association (NSBA) Convention
  - H Request for Approval of endorsement of Manual Guajardo for TASB Board Position 4B
  - I Request for Approval of Acceptance of Gifts
  - J Request for Approval of Minutes for School Board Meetings
    - June 23, 2008 – Special Meeting
    - June 23, 2008 – Regular Meeting
    - June 24, 2008 – Workshop Meeting

12.

Closing Remarks by the Superintendent



motion passed with a vote of 7-0.

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Secretary, Susan Mathews

Approved by:

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President, Susan Kellner