

# Board Workshop Agenda

## Lake Travis Independent School District Board of Trustees

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A meeting of the Board of Trustees of Lake Travis Independent School District will be held January 23, 2006, beginning at 6:00 PM in the Educational Development Center, Live Oak Room  
607 RR 620 North  
Austin, TX 78734.

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

1. Call To Order
2. Closed Session - 6:00 p.m. Trustees will adjourn into closed session, as permitted under Texas Government Code Section 551.071, Consultation with Attorney.
3. Superintendent's Report
  - A. January Students of the Month 3
4. Quorum Determination
5. Detachment and Annexation
6. Conflict Disclosure Statements
7. Academic Excellence Indicator System Public Hearing - 6:30 p.m. 4
8. Pledge of Allegiance and Moment of Silence - 7:00 p.m.
9. School Board Recognition Month 23
10. Audience Comments
11. Discussion and/or Action
12. Closed Session
  - A. Legal Issues Related to Conflict Disclosure Statement
13. Legal Issues Related to Detachment and Annexation
14. Curriculum and Instruction
  - A. LTISD ComPASS Update – Focus on Healthy Choices 24
15. Finance and Support Services
  - A. High School Stadium Bleacher Expansion GMP 25
  - B. Sale of Portions of Lots 92, 99 and 100, Cardinal Hills Estates, Unit 16, on the North Side of General Williamson Drive 27
16. Election Agreement with Travis County for the May 2006 Board Election 31
17. Consent Agenda
  - A. Disposal of Surplus Furniture and Equipment 46
  - B. Minutes - December 12 Board Meeting and January 9 Board Workshop 47
18. First Reading: Proposed Changes to Local EIF (Academic Achievement: Graduation) 54
19. First Reading of Investment Policy CDA Legal and Local 75
20. Qualified Brokers List 86
21. Investment Training 88
22. December 2005 Financials - Statement of Revenues and Expenditures, Balance Sheet, and Summary of Tax Collections 90

23. Upcoming Meetings
  - A. February 20, 2006, Board Meeting, 7:00 p.m., EDC
  - B. March 27, 2006, Board Meeting, 7:00 p.m., EDC
24. January 30, 2006, Board/Superintendent Conference, 6:00 p.m., EDC
25. February 6, 2006, Board Workshop, 6:00 p.m., EDC
26. March 6, 2006, Board Workshop, 6:00 p.m., EDC
27. Adjournment

## **January Students of the Month**

Bee Cave Elementary School – Robin Alexander, 3rd Grade  
Parents: Bill & Jean Alexander

Lakeway Elementary School - Garrett Booth, 4<sup>th</sup> Grade  
Parents: James & Brenda Booth

Lake Pointe Elementary School - Megan Dawkins, 3rd Grade  
Parents: Donald & Helen Dawkins

Lake Travis Elementary School- Adrian Sumner, 3rd Grade  
Parents: Stephen & Delmira Sumner

Lake Travis Middle School - Forest Jung, 7<sup>th</sup> Grade  
Parents: Carter & Deanna White  
Steven Jung

Hudson Bend Middle School - Annie McElroy, 7<sup>th</sup> Grade  
Parents: Tracy McElroy  
Julie Martin

Lake Travis High School - Scott Ihrig, 12th Grade  
Parents: Scott & Patty Ihrig

# Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738  
512.533.6019 (phone) · 512.533.6003 (fax)  
www.laketravis.txed.net

## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	2004-05 Academic Excellence Indicator System
<b>RECOMMENDED ACTION</b>	none
<b>RATIONALE</b>	The Texas Education code requires each school district to hold a public hearing of the results of the AEIS report annually. The formal report was made public in December 2004. While the Board of Trustees has been formerly apprised of the TAKS performance and campus ratings, this public hearing will allow for the full report card to be examined.
<b>COMMITTEE CONSIDERATION</b>	Information only.
<b>BUDGET PROVISIONS</b>	None. Formal copies of the Report will be placed in hard bound form on each campus, at the community library, the chamber of commerce, with the local newspaper, in the offices of the reception area, curriculum department, and the superintendent.  Spanish translations will be made available upon request.
<b>RESOURCE PERSONNEL</b>	None
<b>MEETING DATE</b>	January 23, 2005



LAKE  
TRAVIS  
INDEPENDENT  
SCHOOL  
DISTRICT

**Lake Travis Independent School District  
2004-05 Report Card**

*Academic Excellence Indicator System - (AEIS)  
Analysis and Report*

**Public Hearing – January 2006**

Detailed Reports available in English and Spanish at [www.tea.state.tx.us/perfreport/aeis/2005/index.html](http://www.tea.state.tx.us/perfreport/aeis/2005/index.html)

Spanish translations of the Public Hearing report available upon request. Contact 533-6030.

# LTISD Data Analysis Components

- **District Performance Ratings**
  - *TAKS performance (disaggregated)*
  - *Special Populations performance*
  - *Student Success Initiatives*
  - *Advanced Academics/College Prep*
- **Campus Performance Objectives**
- **Texas Higher Education College Board (THECB) post-graduation performance**
- **Targeted Improvement Goals**
- **Report on Violent/Criminal Incidents**

# Lake Travis ISD

## A “Recognized” District

State	Region
Exemplary - 11 6 – elementary only 2 – 1 campus districts 2 – charter programs 1 – 4A (no sub-pops)	Exemplary - 1 (Doss CISD - Elementary)
Recognized - 172	<b>Recognized - 11</b> 6 - Single School Pattern ( * Coupland, Fayetteville, Lago Vista, Thorndale, Schulenburg, Harper) 2 - Charter (Harmony, Star Academy) 3 – <b>Lake Travis</b> , Eanes, Dripping Springs
Academically Acceptable - 989	Academically Acceptable - 58
Total = 1,229	Total = 72 (55 + 17 Charter Programs)

# State Exemplary Programs

- BURNHAM WOOD CHARTER SCHOOL (1 campus – no HS)
- DIVIDE ISD (elementary)
- DOSS CONSOLIDATED CSD (elementary)
- HARMONY SCIENCE ACADEMY (charter \*)
- HIGHLAND PARK ISD \*\*
- LOVEJOY ISD (elementary)
- MALTA ISD (elementary)
- NAZARETH ISD (1 campus)
- PATTON SPRINGS ISD (1 campus)
- RED LICK ISD (elementary)
- WALCOTT ISD (elementary)



# Gold Performance Acknowledgement

## District

- \* **AP Results (03-04)**
- \* **Recommended High School Program**
- \* **College Admission (entry level)**
- \* **TASP Equivalency (waive entrance exam)**
- \* **Commended – Writing**
- \* **Commended – Social Studies**

# State Assessment (TAKS) Performance

(Section I, p. 4) – Accountability Set \* (passed/commended)

	State	Region	District	Hisp	Wht	EcDisad
Reading/ ELA	83% /25	85% /30	95% /45	86% /26	96% /48	80% /18
Math	72% /20	76% /25	90% /41	73% /23	92% /43	69% /14
Writing	90% /26	91% /30	96% /40	93% /27	96% /41	86% /20
S.Stud	88% /26	89% /31	97% /47	90% /29	97% /48	87% /20
Science	66% /14	71% /17	88% /26	71% /24	90% /27	66% /10
● Exemplary ● Recognized ● Acceptable  						

\* Includes only those students who were not exempt and were enrolled prior to October 31<sup>st</sup>.

# Targeted Academic Performance

- **Commended Performance** (p. 5)
  - **Increased performance in all subjects**
  - Exceeded State/Region by 10%+ in all areas
- **Special Education Success**
  - Exempted less than 1%
  - ‘Met ARD Expectations’ – 91% (p. 5)
  - NOTE: **10% increase over 2004**
- **Student Success Initiative** (p.7)
  - 3<sup>rd</sup> grade reading (98%+)
  - 5<sup>th</sup> grade reading (97%+) and math (96%+)

# RPTE (Reading Proficiency Test /English)

	Beginner in 2005	Intermediate	Advanced	Advanced High
Beginner in 2004	50%	23%	21%	5%
Intermediate. in 2004	8%	16%	56%	20%
Advanced in 2004	3%	7%	43%	45%

Target Group

# Advanced Academics

- **All Areas Above State and Regional Performance**
  - ▶ **High School 'Completion' Rate ( 98%+)**
  - ▶ **Advanced Diploma Plans (RHSP and DAP)**
  - ▶ **Advanced Placement Coursework**
    - ▶ **# students testing AND scores > criterion (20%+ above)**
  - ▶ **Texas Success Initiative (TSI- new index)**
    - ▶ **ELA and math both over 10% higher than state/region**
  - ▶ **SAT (mean = 1102); ACT (mean = 21.5)**

# District and Campus Plans\*

- Targeted improvement on each campus for exemplary performance in all subject areas
- Focus: LTE/HBMS/LTHS – Bilingual/ESL
  - Teacher training; parent involvement; tutorial; literacy
- Focus: Economically Disadvantaged
  - Tutorials; extended day options; self-efficacy efforts
- Focus: Commended Performance
  - Challenge/Goals; GT expectation (note: met); teacher prep
- Focus: Writing (increase in '4's)
  - Coherent Practices; increased production; external forums
- Focus: Middle and HS math
  - Increased instruction time; benchmarking; individual plans
- Focus: Science (5<sup>th</sup> grade alignment)
  - Curriculum alignment review; benchmarking; TEKS examination

\* All plans are available on district website OR at campus locals; available in Spanish upon request.

# Texas Higher Education College Board (THECB Report) [www.thecb.state.tx.us/reports](http://www.thecb.state.tx.us/reports)

	% Grad/College	% Grad/Exempt	% Pass All TASP
Lake Travis ISD	69.1	9.7	40.7
Del Valle ISD	29.8	3.6	13.6
Eanes ISD	52.5	6.1	42.4
Pflugerville ISD	57.3	7.1	26.6
Austin ISD	48.5	5.5	21.9
Leander ISD	54.8	6.1	29.7
R.Rock ISD	55.	5.2	33.7
Georgetown	58.5	6.2	46.6
Dripping Spr ISD	63.0	7.4	47.4
Highland Park ISD	43.	8.2	42.4

# Report on Violent and Criminal Incidents

(PEIMS record 425; 2004-05 summer collection)

Texas statute 9TEC 39.053) requires every district to publish a report on violent and criminal incidents. This report reflects the following:

Substance Abuse:	Controlled substances	-	33
	Alcohol	-	18
	Cigarettes	-	8
Violent Incidents:	Possession of firearm	-	2 (off campus)
	Assault (against employ)	-	1 (verbal threat)
	Assault (other)	-	3
	Fighting (mutual)	-	28

Total = Less than 5% of population 7-12

# Prevention/Intervention

- **Preventive Planning**

- *School Health Advisory Council (SHAC)*
- **Safe and Drug Free Schools commitments**
  - Commitment to counseling/information forums, drug dog
- *Crisis Management Plan* in place
  - Simulations in February (on-going training)
- *Healthy Lifestyles* Strategic Planning
  - ComPASS; Safe Homes partnerships with community
  - Character education / curriculum (**Wise Lives**)
- *Comprehensive Health Plan (SB 19) compliance*
  - Includes nutrition, body awareness, personal choices
- *Alternative School options (PLATO; virtual school review)*
- *At-risk Personal Graduation Plans (PGPs)*

# Organizational Health Inventory

- **Top 5 Strengths (parents)**
  - Quality of schools influence decision to live in LT
  - Our schools positively impact property value
  - Education is of high quality in LT
  - Schools provide for parent involvement
  - Parents feel welcome at school
- **Bottom 5 Areas (note: only 3 of 50 below 3.0)**
  - There are no problems w/bullies at school (2.84)
  - Doing a good job teaching Career/Technology (2.85)
  - Substance abuse is not a problem at our schools (2.87)

# Organizational Health Inventory

- **Top 5 Strengths (students)**
  - Up to date computers and technology
  - Cheating is strongly discouraged in our schools
  - Students have access to a variety of resources for help (technology, libraries, media center)
  - Many options to participate in activities of interest
  - Teachers are willing to give me help outside of class
- **Bottom 5 Areas (note: only 2 of 50 below 3.0)**
  - Substance abuse is not a problem at our schools (2.71)
  - I look forward to school each day (2.99)

# Organizational Health Inventory

- **Top 5 Strengths (teachers)**

- Teachers hold high expectations for student learning
- Education offered to students is of high quality
- School is doing a good job of teaching fine arts
- Teachers are willing to give help outside of class
- Teachers provide activities that involve students in their learning

- **Bottom 5 Areas (teachers)**

- **None below 3.0**

# LTISD – Toward **EXEMPLARY**....

- Focus on **Targeted needs areas/students** through data/product analysis
- **Professional Development** – individualized
- Quality instructional **delivery/monitoring**
- **“Connection”** for students
- **Resources focused** on improved performance
- **Support for the** individual student
- Long-Range Strategic Plan (2006-2011)

# Lake Travis Independent School District

## LTISD Mission Statement

*The Mission of the Lake Travis Independent School District is to educate all students by teaching a comprehensive curriculum that emphasizes scholastic excellence.*

*The District will serve as a model of educational excellence by making use of the combined skills of students, teachers, support staff, involved parents, and citizens through the efficient use of resources.*

*Our graduates will have life-long problem-solving skills. They will understand that responsibilities accompany the privileges of citizenship and will have the foundation to be successful in their chosen endeavors.*

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## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	School Board Recognition Month
<b>RECOMMENDED ACTION</b>	Enjoy.... ☺
<b>RATIONALE</b>	<p>Governor Perry proclaimed January 2006 as <b>School Board Recognition Month</b> to help build awareness of the crucial role an elected board of trustees plays in our community and schools. LTISD will recognize its Trustees at the January 23 Board meeting. Special presentations include:</p> <p>Lake Travis High School – Each Trustee will be “adopted” by a different booster group or club and presented with a Thank You basket.</p> <p>Lake Travis Middle School – Two-minute DVD presentation prior to the start of the Board meeting. Also, Trustees will be presented with spirit shirts.</p> <p>Hudson Bend Middle School – Cake will be provided in the Board conference room during closed session. Personalized placements will also be provided.</p> <p>Lakeway Elementary School – Two-minute DVD presentation and presentation of a large card signed by each grade level.</p> <p>Lake Pointe Elementary School – Decorated pots, filled with fun planting tools and seed (thanks for support of the outdoor classroom!).</p> <p>Lake Travis Elementary School – Basket of homemade cookies and letters written by students.</p> <p>Bee Cave Elementary – Appreciation banner signed by each member of the student body.</p> <p>LTISD Administration Office – Starbuck’s Coffee during closed session.</p>
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	na



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## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	LTISD ComPASS Update – Focus on Healthy Choices
<b>RECOMMENDED ACTION</b>	No Action; Information session
<b>RATIONALE</b>	As a part of the Coalition (and Board proposal) actions, LTISD has embraced the recommendation to employ the Developmental Assets (Building Blocks) as a framework for “Healthy Lifestyles” activities. Kathleen Hassenfratz, ComPASS coordinator, will share some of the many activities in place all over LTISD in a PowerPoint presentation ( <i>not included in BoardBook</i> ).
<b>COMMITTEE CONSIDERATION</b>	N/a
<b>BUDGET PROVISIONS</b>	N/a
<b>RESOURCE PERSONNEL</b>	This initiative is under the supervision of the Assistant Superintendent for Administrative Services in partnership with the ComPASS coordinator; with collaboration from the Asst. Supt. For C & I, Director of FANS, Community Programs Director, Campus Administrators, and the Communications Director.
<b>MEETING DATE</b>	January 23, 2006

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## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	GMP – Stadium Bleacher Expansion
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	<p>American Constructors' proposed Guaranteed Maximum Price (GMP) for the Base Proposal Stadium Bleacher Expansion is \$495,759 (please see the attached GMP breakdown). This component of the Stadium Expansion Project includes the fabrication and installation of additional bleacher seats on the home and visitor sides of the stadium. This expansion work is scheduled to be completed prior to the start of the 2006 football season. The construction budget for this project component is \$550,000.</p> <p>American Constructors has also developed a proposed Guaranteed Maximum Price (GMP) Alternate No. 1 to add 730 chair back seats in place of bench seats on the home side of the stadium. This GMP price is \$108,180 and the funding for this seating will be reimbursed from the sale of reserved chair back seats for the football season.</p> <p>The total GMP for the Base Proposal and Alternate No. 1 is \$603,940.</p>
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	2006 Bond Funds
<b>RESOURCE PERSONNEL</b>	Jim Ratcliff 533-6026
<b>MEETING DATE</b>	January 23, 2006



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**Lake Travis High School - Stadium Expansion**  
**Phase 2 - Athletics & Civil Package**  
**GMP Summary for Bleacher Expansion**  
**1/18/06**

<b>Base Proposal - Stadium Bleacher Seating</b>		<b>398,492</b>
Bleacher Subcontract Proposal	375,492	
Temporary Access Roads	7,500	
Remove/Re-Install Chain Link Fencing	7,500	
Remove Concrete Plaza	6,500	
Site Re-Grading	1,500	
General Conditions & Indirect Work		24,326
Bonds & Insurance		14,533
Fee		13,339
Construction Contingency		36,055
LTISD Contingency		9,014
<b>Stadium Bleacher Seating Base Proposal Total</b>		<b>495,759</b>

<b>Alternate 1 - Add 730 Plastic Chairback Seats in place of Bench Seats</b>		<b>108,180</b>
Subcontract Proposal	90,200	
General Conditions, Bonds, Insurance, Fee	9,967	
Construction Contingency	8,013	
<b>Bleacher GMP Including Alternate 1</b>		<b>603,940</b>

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## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	Sale of Portions of Lots 92, 99 and 100, Cardinal Hills Estates, Unit 16, on the North Side of General Williamson Drive
<b>RECOMMENDED ACTION</b>	Approval of recommendation by administration, and execution of attached resolution.
<b>RATIONALE</b>	<p>Bids are due on January 19, after the agenda has been sent out. Assuming the district receives acceptable bids for the property, administration will recommend acceptance of such bids and the execution of the attached resolution.</p> <p>A real estate sales contract will then be negotiated, a special warranty deed will be sent to the Texas Education Agency for approval, then the land will be closed.</p>
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	Proceeds will be used to pay expenses related to the sale of property, and remaining funds will then be transferred to the 2006 bond program.
<b>RESOURCE PERSONNEL</b>	Bob Hart 533-6016
<b>MEETING DATE</b>	January 23, 2006



LAKE  
TRAVIS  
INDEPENDENT  
SCHOOL  
DISTRICT

**RESOLUTION OF THE BOARD OF TRUSTEES OF  
LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT**

This Resolution has been adopted by the Board of Trustees of the Lake Travis Independent School District at a meeting held on January 23, 2006.

WHEREAS, By resolution dated November 14, 2005, the Board of Trustees of Lake Travis Independent School District declared the real property described as Portions of Lots 92, 99 and 100, Cardinal Hills Estates, Unit 16, on the North Side of General Williamson Drive as surplus real property to be sold;

WHEREAS, The Board of Trustees is authorized by Texas Education Code section 11.154 to sell property; and

WHEREAS, The Board of Trustees has determined that the property has been advertised for sale or exchange pursuant to 272.001(a) of the Texas Local Government Code; it is therefore

RESOLVED, The Board of Trustees accepts the bids recommended by the administration in Exhibit A for the sale of the described property.

RESOLVED, That the Superintendent is authorized to negotiate the Real Estate Sales Contracts for the sale of property.

RESOLVED, That the President of the Board of Trustees is authorized to sign the deeds or other documents required for conveyance of the property.

RESOLVED, That it is hereby found, determined and declared that a sufficient written notice of the date, time, place and subject of the meeting of the Board of Trustees at which this Resolution was adopted was posted at a place convenient and readily accessible at all times to the general public for the time required by law preceding this meeting, as required by chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The Board of Trustees further ratifies, approves and confirms such written notice and posting thereof.

FINALLY PASSED AND ADOPTED this 23 day of January, 2006.

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

By: \_\_\_\_\_  
President, Board of Trustees,  
Lake Travis Independent School District

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees  
Lake Travis Independent School District

**Certificate for Resolution**

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Lake Travis Independent School District during a regularly scheduled meeting on January 23, 2006. A quorum of the Board of Trustees being then present, it was then duly moved and seconded that the resolution be adopted, and such resolution was then adopted according to the following vote:

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

To certify which, witness my hand this 23rd day of January, 2006.

By: \_\_\_\_\_  
Susan Tolles  
President, Board of Trustees  
Lake Travis Independent School District

THE STATE OF TEXAS     }  
  }  
COUNTY OF TRAVIS     }     ACKNOWLEDGMENT

BEFORE ME, a Notary Public, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument, and having been sworn, upon his oath stated that she is the President of the Board of Trustees of the Lake Travis Independent School District; that she was authorized to execute such instrument pursuant to resolution of the Board of Trustees adopted on January 23, 2006; and that said instrument is executed as the free and voluntary act and deed of such governmental unit for the purposes expressed therein.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 23rd day of January 2006.

\_\_\_\_\_  
Notary Public, State of Texas

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## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	Election Agreement with Travis County for the May 2006 Board Election
<b>RECOMMENDED ACTION</b>	Approval of contracting with Travis County (no later than the February 6 board workshop)
<b>RATIONALE</b>	<p>New federal mandates require the use of ADA accessible voter equipment at each polling location. The high cost of this equipment was a cause for staff to investigate more efficient election options. Attached is a schedule outlining the cost of the 2005 election, and cost options of conducting our own election with a) purchased equipment, b) leased equipment, and c) contracting with the county.</p> <p>Provided on the attachment are implications related to contracting with Travis County for election services.</p>
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	2005-06 Operating Budget 2001 Bond Program to purchase equipment (if this option is chosen)
<b>RESOURCE PERSONNEL</b>	Bob Hart 533-6016
<b>MEETING DATE</b>	January 23, 2006



LAKE  
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**COMPARISON OF ELECTION OPTIONS**

	<b>PAYROLL</b>	<b>CONTRACTED</b>	<b>SUPPLIES</b>	<b>EQUIPMENT</b>	<b>PUBLISHING</b>	<b>ESTIMATED ELECTION COST</b>
<b>SCHOOL DISTRICT</b>						
Costs from 9/10/05 Election	7,195.00	0.00	3,600.00	0.00	2,205.00	13,000.00
Cost of purchasing electronic equipment				80,000.00		80,000.00
Cost using electronic equipment	5,500.00	0.00	2,500.00	1,900.00	2,205.00	12,105.00
<b>LEASING ELECTRONIC EQUIPMENT (Possible price reduction due to needed quantity)</b>						
One time training fee	5,500.00	0.00	2,500.00	18,225.00	2,205.00	28,430.00
				1,200.00		1,200.00
<b>TRAVIS COUNTY</b>						
Maximum cost assuming only LTISD participates in election	500.00	8,375.00	0	0.00	2,205.00	11,080.00
Flat Rate assuming there are shared costs with overlapping entities	500.00	5,862.50	0.00	0.00	2,205.00	8,567.50
Additional early voting - 2 days at 3 elementary schools - \$250/day/location		1,500.00				
Likely Cost of Contracting with County - some share costs and additional early voting at elementary schools	500.00	7,362.50	0.00	0.00	2,205.00	10,067.50

**Implications of Contracting with County:**

1. Move Lake Travis Elementary election day location to Hudson Bend Middle School (county location for that precinct).
2. Fewer early voting days at elementary schools.
3. Access for many voters to early vote at Randalls on RR 620. Not as convenient for those who do not travel the RR 620 corridor.
4. Consolidated ballot for all entities that contract with county - voters will not have to go to several locations to vote, if local governments contract with county.
5. Voter participation should increase overall as access to vote in all local precinct elections will be centralized.
6. 62 voters in Madrones and The Preserve will vote at their county precinct (Southwest Parkway and Travis Cook Road - St. Christopher's Episcopal Church).
7. Reduce district's administrative burden in coordinating and staffing for elections.
8. City of Lakeway and Lakeway MUD will participate with County. They consisted of 42% of the district's voters in the 2005 bond election, and a higher percentage in previous elections.
9. District staff is reviewing contracting with Lake Pointe MUD's (LPES) and WCID #17 (HBMS). These entities have expressed interest, but may have unopposed elections.
10. The Lake Travis Community Library District will contract with the County. They overlap with LTISD except in the Bee Cave/Lake Pointe area.
11. Village of Bee Cave and Village of Briarcliff are not contracting with the County.

**County Polling Locations on November 8, 2005**

Pct. 306, 319 & 320 Combined -- Lakeway Activity Center, 105 Cross Creek Drive  
 Pct. 308 -- Briarcliff POA Community Center, 22801 Briarcliff Drive  
 Pct. 312 -- Hudson Bend Middle School, 15600 Lariat Trail  
 Pct. 314 -- St. Christopher's Episcopal Church, 8724 Travis Hills Drive  
 Pct. 316 -- Travis County Parks Office, 14624 Hamilton Pool Road  
 Pct. 318 -- West Ridge Middle School, 9201 Scenic Bluff Drive  
 Pct. 324 -- Village of Bee Cave City Hall, 13333-A Hwy. 71 West  
 Pct. 359 -- Randalls (Lakeway), 2301 RR 620 South

**LTISD Voting Locations**

Lakeway City Hall  
 Briarcliff POA  
 Lake Travis Elem  
 Lake Pointe Elem  
 Admin Bldg  
 Lake Pointe Elem  
 Lake Pointe Elem  
 Lake Travis Elem

Pct. 346 -- Is a new precinct in The Hills and the polling location has not been determined.

Admin Bldg

## **ELECTION AGREEMENT BETWEEN TRAVIS COUNTY AND LAKE TRAVIS ISD**

Pursuant to Chapter 31, Subchapter D, Chapter 123, and Chapter 271 of the Texas Election Code (“Code”) and Chapter 791 of the Texas Government Code, Travis County and Lake Travis ISD (“Participating Entity”) enter into this agreement for the Travis County Clerk, as the County’s Election Officer, to conduct the Participating Entity’s elections, including runoffs, and for the Participating Entity’s use of the County’s current or future-acquired election equipment for any voting system that the County adopts, as authorized under Title 8 of the Election Code, for all Participating Entity elections. The purpose of this agreement is to maintain consistency and accessibility in voting practices, polling places, and election procedures in order to best assist the voters of the Participating Entity.

### **I. GENERAL PROVISIONS**

- (A) Except as otherwise provided in this agreement, the term “election” refers to any Participating Entity election, occurring on the second Saturday in May and a resulting runoff, if necessary, and the first Tuesday after the first Monday in November and a resulting runoff, if necessary within all Participating Entity territory located in Travis County. If a runoff is necessary, the Participating Entity shall work with the Election Officer to determine a mutually acceptable run-off date; in the event that the Participating Entity and any other entity for which the County is providing election services or for which the County is conducting a joint election, do not agree on a run-off date, the Participating Entity agrees to whichever run-off date is selected by the Election Officer.
- (B) If the Participating Entity determines it is necessary to conduct an election during a time other than that specified in I.(A), the Election Officer and a representative designated by the Participating Entity will meet as soon as possible to determine the feasibility of the Election Officer conducting such an election. If both parties agree that the Election Officer will administer this election, the new election will be based on all other applicable provisions of this agreement.
- (C) Except as otherwise provided in this agreement, the term “Election Officer” refers to the Travis County Clerk.
- (D) Except as otherwise provided in this agreement, the term “precinct” means all precincts in the territory of the Participating Entity within Travis County.
- (E) Except as otherwise provided in this agreement, the term “fiscal year” refers to a time period that begins on October 1 and closes on September 30 of each year.
- (F) Except as otherwise provided in this agreement, the term “election services” refers to services used to perform or supervise any or all of the duties and functions that an election officer determines necessary for the conduct of an election. Except as otherwise provided in this agreement, the term “cost for election services” includes the costs for

personnel, supplies, materials, or services needed for providing these services as permitted by the Texas Election Code. The term does not refer to costs relating to the use of the voting equipment.

- (G) Except as otherwise provided in this agreement, the cost for “use of voting equipment” is the amount the Participating Entity agrees to pay the County for use of the County’s DRE equipment.
- (H) The Participating Entity agrees to commit the funds necessary to pay for election-related expenses for Participating Entity elections.
- (I) The Election Officer has the right to enter into agreements with other entities at any time, including during the dates listed in I.(A).
- (J) As a condition for providing election services and equipment usage, the Election Officer may require authorities of political subdivisions holding elections on the same day in all or part of the same territory to enter into a joint election agreement as authorized in Chapter 271 of the Texas Election Code. The Participating Entity agrees to enter into any joint election agreement required by the County.

## **II. PARTICIPATING ENTITY’S USE OF VOTING EQUIPMENT**

- (A) The County shall make available to the Participating Entity their current and future-acquired voting system as authorized under Title 8 of the Election Code, subject to reasonable restrictions and conditions imposed by the Election Officer to ensure availability of the equipment for County-ordered elections, primary elections, and subsequent runoff elections. The Election Officer may impose reasonable restrictions and conditions to protect the equipment from misuse or damage.

## **III. APPOINTMENT OF ELECTION OFFICER**

- (A) The Travis County Election Officer (“Election Officer”) is appointed to serve as the Participating Entity’s Election Officer and Early Voting Clerk to conduct the Participating Entity’s elections described in Section I.
- (B) As the Participating Entity’s Election Officer and Early Voting Clerk, the Election Officer shall coordinate, supervise, and conduct all aspects of administering voting in Participating Entity elections in compliance with all applicable law.
- (C) The Participating Entity shall continue to perform those election duties listed in (1) through (8) below and any other election duties that may not be delegated to another governmental entity:

- (1) preparing, adopting, and publishing all required election orders, resolutions, notices and other documents, including bilingual materials, evidencing action by the governing authority of the Participating Entity necessary to the conduct of an election;
  - (2) preparing federal Voting Rights Act election pre-clearance submissions to the Department of Justice, other than changes in a joint election conducted under this agreement that directly affect the County;
  - (3) preparing the text for the Participating Entity's official ballot in English and Spanish, or other languages as required by law;
  - (4) providing the Election Officer with a list of candidates or propositions showing the order and the exact manner in which the candidates' names and the propositions are to appear on the official ballot;
  - (5) conducting the official canvass of a Participating Entity election;
  - (6) administering the Participating Entity's duties under state and local campaign finance laws;
  - (7) having a Participating Entity representative serve as the custodian of its election records; and
  - (8) filing the Participating Entity's annual voting system report to the Secretary of State as required under Chapter 123 et seq. of the Texas Election Code.
- (D) The Participating Entity shall also be responsible for proofing and attesting to the accuracy of all ballot language and format information programmed by the County. This includes any information programmed for use with the audio or tactile button features of the equipment. The Participating Entity will also monitor and review all logic and accuracy testing and mandatory recounts held prior to and after the election. The Participating Entity will complete its duties within timeframes as prescribed by the County. If the Participating Entity finds any discrepancies or concerns, it will immediately report them to the Election Officer and work with her to resolve any issues so that final approval can be reached.
- (E) Administrative Assistant to Assistant Superintendent for Finance & Support Services will assist the County whenever possible when the conduct of the election requires assistance from Participating Entity departments and staff. Administrative Assistant to Assistant Superintendent for Finance & Support Services will serve as Regular Early Voting Clerk for the Participating Entity to receive requests for applications for early voting ballots, and forward these applications to the Joint Early Voting Clerk. Administrative Assistant to Assistant Superintendent for Finance & Support Services will serve as the Custodian of Records for the Participating Entity to complete those tasks in the Election Code that the Election Officer will not perform.

#### **IV. ELECTION WORKERS AND POLLING PLACES**

- (A) The County shall provide a list for presentation to the governing body of the Participating Entity, containing a list of places, times, and dates of early voting suitable for consideration and adoption by the governing body in accordance with Texas Election Code Chapter 85. The Election Officer will designate and confirm all Election Day polling place locations.
- (B) The Election Officer will assume the responsibility for recruiting election personnel; however, if by the 5th day before the Election, the Election Officer reports vacancies in positions for election judges, alternate judges, election day clerks, early voting ballot board, receiving substation clerks, or any other key election personnel, the Participating Entity shall provide assistance to fill these positions.
- (C) The Election Officer shall notify each of the election judges and alternates of their appointment and the eligibility requirements that pertain to them and to the selection of election day clerks. Included in this notification will be the number of clerks that each precinct should have in addition to the election judge and alternate judge. The election judges and/or the alternates are responsible for recruiting and supervising their clerks.
- (D) All election workers must agree to attend training sessions as determined by the Election Officer. Costs for these training sessions and compensation for attendees will be included as part of the election service costs.
- (E) During any election and any subsequent runoff election that involve entities in addition to the Participating Entity, the Election Officer will work with all parties to find a plan that can be agreed upon regarding polling places. If agreement cannot be reached, the Election Officer will resolve the differences. In all cases, emergency polling place changes will be made by the Election Officer.

#### **V. BUDGET INFORMATION**

- (A) Not later than February 15 of each year, the Participating Entity shall provide to the Election Officer a forecast of Participating Entity elections for the next two fiscal years.
- (B) Not later than March 15 of each year, Travis County shall provide to the Participating Entity, based on the confirmed forecasts of each jurisdiction for which the County performs election services or with which the County participates in joint elections, a projection of the Participating Entity's election costs per year for each of the next two fiscal years. The forecast shall include:
  - (1) a forecast of elections for all jurisdictions for which the County performs election services or with which the County participates in joint elections.

- (2) the precincts to be used for each election and each jurisdiction described in Subsection 1.
- (3) for each election, the Participating Entity's projected share of election costs determined by this contract and relative to other jurisdictions for which the County performs election services or with which the County participates in joint elections. In the case of a joint election, the Participating Entity's projected share of election costs will be determined on a pro rata basis using the following method. The number of precincts each participating entity has involved in an election will be added together. The proportional percentage of that sum for each entity will be calculated. The proportional cost for each participating entity for election services will be calculated by multiplying the proportional percentage of each participating entity by the total cost of the election. The product of these numbers is the pro rata cost for each entity. For Participating Entities with fewer than 50 precincts, a not-to-exceed flat rate will be determined in accordance with Exhibit A, which is attached hereto and incorporated herein for all purposes. After each election the formula that produces the lowest figure will be used for final billing purposes.
- (4) If a flat fee is not used in calculating the Participating Entity's projected share of election costs relative to other jurisdictions for which the County performs election services in addition to the projected itemized election costs, Travis County shall include a fee to be charged by the Election Officer equal to 10% of the Participating Entity's projected share of the total costs of each election, as described in Section VI., excluding the costs of voting equipment, which are described in Section VII.

## **VI. PAYMENTS FOR ELECTION SERVICES**

- (A) Payments for the use of voting equipment are addressed separately in Section VII. of this agreement.
- (B) Not later than the 50<sup>th</sup> day before an election, the Participating Entity will make a payment equal to 75% of the total of the Participating Entity's projected share of election costs according to the most recent calculation presented by the Election Officer under Section V.(B)(3) of this agreement. In case of a cancellation of an election by the Participating Entity, the Participating Entity will notify the Election Officer on or before 11:59 p.m. on the 60<sup>th</sup> day before the election whether it expects to be able to cancel its election, and on or before 11:59 p.m. on the 53<sup>rd</sup> day before the election if that election will or will not be cancelled. Notwithstanding the provisions in IX. (B), the County and the Participating Entity agree that notice under VI.(B) can be provided via e-mail to the County at [election@co.travis.tx.us](mailto:election@co.travis.tx.us) and cc to [gail.fisher@co.travis.tx.us](mailto:gail.fisher@co.travis.tx.us). Email notification shall be sent by the Administrative Assistant to the Assistant Superintendent for Finance & Support Services. No deposit will be due if the Election Officer receives final written notice on or before 11:59 p.m. of the 53<sup>rd</sup> day before the election that an election will be cancelled. Within thirty days after receipt of an election cost schedule or bill setting forth the Election Officer's actual contract expenses and charges incurred in the

conduct of the election, the Participating Entity shall pay the Election Officer the remaining 25% of the expenses and charges, or the balance due where the cost schedule or bill has been revised. Payment shall be made from current revenues available to the Participating Entity. If there is a runoff election, the Participating Entity will make a payment equal to 75% of the projected costs for the runoff election immediately after receiving that projected cost from the Election Officer. The projected share of election costs will include the 10% fee for election services as discussed in VI.(C).

- (C) The Election Officer will charge a fee for election services, as described in Section VI, equal to 10% of the total costs of each election excluding the costs of voting equipment. Costs for use of voting equipment are described in Section VII. In the event of a joint election, this 10% fee will be divided on a pro rata basis among all entities involved in the election in the same method as described in Section V.(B)(3). If the flat fee calculated in accordance with Exhibit A is found to be the lesser of the two amounts, the 10% fee is included in that flat fee charge.
  
- (D) For elections that do not have a runoff election, the County will send the Participating Entity a final invoice of election expenses not later than the 45th day after an election. For elections that do have a runoff, the County may send the Participating Entity a final invoice of election expenses not later than the 45<sup>th</sup> day after the runoff election. This invoice may include expenses for both elections. The total amount due according to these invoices shall be offset by any payments made for “upfront” costs or made in accordance with Subsection (B) of this section. The County shall prepare the invoice to include:
  - (1) an itemized list of each election expense incurred;
  - (2) the corresponding budget estimate for each item listed;
  - (3) for each final invoice item, the Participating Entity’s pro rata share of costs will be expressed as a percentage of the total cost of the item for all jurisdictions for which Travis County performs election services;
  - (4) an itemization of any adjustments or credits to the first post-election invoice; and
  - (5) the total payment due from the Participating Entity for any portion of the Participating Entity’s costs not included in the Participating Entity’s payment under Subsection V.(B) or not included as payment for an “upfront” cost;
  
- (E) The Participating Entity shall promptly review an election invoice and supporting documentation when received from the County. The Participating Entity may audit, during normal business hours, relevant County election or accounting records upon reasonable notice to the County. The Participating Entity shall pay the entire final invoice or the undisputed portion of the final invoice not later than the 30th day after receiving the invoice.

## **VII. PAYMENTS FOR USE OF VOTING EQUIPMENT**

- (A) The Election Officer shall conduct elections using the voting system that the Election Officer administers in the conduct of County elections, as approved by the Secretary of State in accordance with the Texas Election Code unless otherwise agreed upon by both parties.
- (B) The Participating Entity shall make payments to Travis County as consideration for the use of the County's DRE equipment. The Participating Entity shall pay \$5 for each unit of electronic voting system equipment installed at a polling place; and \$5 for each unit of other electronic equipment used to conduct the election or provide election services.
- (C) If the Participating Entity holds an election on a date when the County is holding a general or special November election, the Participating Entity is not charged any cost for equipment usage. However, if a runoff election is necessary after a November election, the Participating Entity will pay for equipment usage.
- (D) In the event of a joint election not occurring in November, the cost for equipment usage per entity is determined by taking the cost per election and multiplying it by the proportional cost factor for that entity. If the flat fee is charged in accordance with Exhibit A, the participating Entity will pay the lesser of the two amounts.
- (E) If the Participating Entity holds an election on a date other than as listed in Section I.(A), the Participating Entity will pay \$5 for each unit of electronic voting system equipment installed at a polling place; and \$5 for each unit of other electronic equipment used to conduct the election or provide election services.
- (F) Payment by the Participating Entity to the County for DRE equipment is due 30 days after receipt of billing as part of the final payment for election costs as discussed in Section VI.(D).
- (G) If the County acquires additional equipment, different voting equipment, or upgrades to existing equipment during the term of this contract, the charge for the use of the equipment may be renegotiated.

## **VIII. COMMUNICATIONS**

- (A) The Participating Entity and the Election Officer shall each designate a member of their staff to serve as the primary contact for the respective offices under this agreement and provide the name and contact information for that individual to each entity.
- (B) Throughout the term of this Agreement, the Participating Entity and the County will engage in ongoing communications issues related to Participating Entity elections, the

use of County's voting equipment, and the delivery of services under this agreement and, when necessary, the County Clerk, elections division staff members, and other election workers shall meet with the Participating Entity to discuss and resolve any problems which might arise under this Agreement.

- (C) The Election Officer shall be the main point of media contact for election information related to election administration. The Participating Entity shall designate a contact to be the main point of contact for matters related to the content of the Participating Entity's ballot or candidates.

## **IX. MISCELLANEOUS PROVISIONS**

- (A) Amendment/Modification

Except as otherwise provided, this Agreement may not be amended, modified, or changed in any respect whatsoever, except by a further Agreement in writing, duly executed by the parties hereto. No official, representative, agent, or employee of the County has any authority to modify this Agreement except pursuant to such expressed authorization as may be granted by the Commissioners Court of Travis County, Texas. No official, representative, agent, or employee of the Participating Entity has any authority to modify this Agreement except pursuant to such expressed authorization as may be granted by the governing body of the Participating Entity. Dana DeBeauvoir, Travis County Clerk, may propose necessary amendments or modifications to this Agreement in writing in order to conduct a Joint Election smoothly and efficiently, except that any such proposals must be approved by the Commissioners Court of the County and the governing body of the Participating Entity.

- (B) Notice

Any notice to be given hereunder by any party to the other shall be in writing and may be effected by personal delivery, by certified mail, or by common carrier. Notice to a party shall be addressed as follows:

LAKE TRAVIS ISD  
Asst. Supt. for Finance & Support Services  
3322 Ranch Road 620 South  
Austin, Texas 78738

TRAVIS COUNTY  
Honorable Dana DeBeauvoir, Travis County Clerk  
1000 Guadalupe Street, Room 222  
Austin, Texas 78701

Cc: Honorable David Escamilla, Travis County Attorney  
314 West 11<sup>th</sup> Street, Suite 300  
Austin, Texas 78701

Notice by hand-delivery is deemed effective immediately, notice by certified mail is deemed effective three days after deposit with a U.S. Postal Office or in a U.S. Mail Box, and notice by a common carrier, is deemed effective upon receipt. Each party may change the address for notice to it by giving notice of such change in accordance with the provisions of this Section.

(C) Force Majeure

In the event that the performance by the County of any of its obligations or undertakings hereunder shall be interrupted or delayed by any occurrence not occasioned by its own conduct, whether such occurrence be an act of God or the result of war, riot, civil commotion, sovereign conduct, or the act or condition of any persons not a party or in privity thereof, then it shall be excused from such performance for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof.

(D) Venue and Choice of Law

The Participating Entity agrees that venue for any dispute arising under this Agreement will lie in the appropriate courts of Austin, Travis County, Texas. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and the United States of America.

(E) Entire Agreement

This Agreement contains the entire agreement of the parties relating to the rights herein granted and the obligations herein assumed and supersedes all prior agreements, including prior election services contracts and prior agreements to conduct joint elections. Any prior agreements, promises, negotiations, or representations not expressly contained in this Agreement are of no force and effect. Any oral representations or modifications concerning this Agreement shall be of no force or effect, excepting a subsequent modification in writing as provided herein.

(F) Severability

If any provision of this Agreement is found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such invalidity, illegality or unenforceability shall not affect the remaining provisions of this Agreement; and, parties to this Agreement shall perform their obligations under this Agreement in accordance with the intent of the parties to this Agreement as expressed in the terms and provisions of this Agreement.

(G) Breach

In the event that Participating Entity or County breaches any of its obligations under this Agreement, the non-breaching party shall be entitled to pursue any and all rights and remedies allowed by law.

(H) Payments from Current Revenues

Payments made by the Participating Entity in meeting its obligations under this Agreement shall be made from current revenue funds available to the governing body of the Participating Entity. Payments made by the County in meeting its obligations under this Agreement shall be made from current revenue funds available to the County.

(I) Other Instruments

The County and the Participating Entity agree that they will execute other and further instruments or any documents as may become necessary or convenient to effectuate and carry out the purposes of this Agreement.

(J) Third Party Beneficiaries

Except as otherwise provided herein, nothing in this Agreement, expressed or implied, is intended to confer upon any person, other than the parties hereto, any benefits, rights or remedies under or by reason of this Agreement.

(K) Other Joint Election Agreements

The County and the Participating Entity expressly understand and acknowledge that each may enter into other Joint Election Agreements with other jurisdictions, to be held on Election Day and at common polling places covered by this Agreement.

(L) Mediation

When mediation is acceptable to both parties in resolving a dispute arising under this Agreement, the parties agree to use a mutually agreed upon mediator, or a person appointed by a court of competent jurisdiction, for mediation as described in Section 154.023 of the Texas Civil Practice and Remedies Code. Unless both parties are satisfied with the result of the mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation shall remain confidential as described in Section 154.023 of the Texas Civil Practice and Remedies Code unless both parties agree, in writing, to waive the confidentiality. Notwithstanding the foregoing, the parties intend to fully comply with the Texas Open Meetings Act and the Texas Public Information Act whenever applicable. The term “confidential” as used in this Agreement has the same meanings as defined and construed under the Texas Public Information Act and the Texas Open Meetings Act.

(M) Addresses for Payments

Payments made to the County or the Participating Entity under this agreement shall be addressed to following respective addresses:

Elections Division  
Travis County Clerk  
P.O. Box 149325  
Austin, Texas 78751

Lake Travis ISD  
Business Office  
3322 Ranch Road 620 South  
Austin, Texas 78738

- (N) This agreement is effective upon execution by both parties and expires on July 1, 2011 and renews automatically for two additional three-year terms unless one party notifies the other party in writing that it wants to terminate the agreement.
- (O) Either party may terminate this agreement for any reason upon providing 60 days written notice to the other party.
- (P) The individuals below have been authorized to sign this Agreement.

IN TESTIMONY WHEREOF, the parties hereto have executed this Agreement in multiple copies, each of equal dignity, on this \_\_\_\_ day of \_\_\_\_\_, 2006.

**LAKE TRAVIS ISD**

BY: \_\_\_\_\_  
Susan Tolles  
President, Board of Trustees

**TRAVIS COUNTY**

BY: \_\_\_\_\_  
Samuel T. Biscoe  
County Judge

BY: \_\_\_\_\_  
Dana DeBeauvoir  
County Clerk

## **Exhibit A**

### **Pricing Schedule for Entities with fewer than 50 precincts**

**Note:** Each Participating Entity is responsible for its Department of Justice submission, publishing its notice of election, submitting ballot language in English and Spanish, proofing of its ballot, and canvassing its returns (Travis County supplies the results of the canvass).

#### **Election Day polling location flat rate:**

\$1675 each location

(\$1500 for operating costs + \$150 for 10% admin fee + \$25 for equipment usage fee)

*This rate is a not-to-exceed rate for each polling location. When determining polling locations, the goal is for all Participating Entities to agree on the polling locations for their common areas. In most cases the larger entities determine the sites and precinct combinations for polling locations. If a Participating Entity has precincts that are not shared with another entity, the Participating Entity may choose to combine locations.*

*Each Election Day location has one judge, one alternate judge, and one or two clerks. If the location is shared with other jurisdictions, this cost is divided according to the number of jurisdictions at that location and the percentage of population for that jurisdiction at that location. Cost includes 10% admin fee and equipment usage fee.*

#### **Election Day polling location proportional rate:**

Cost depends upon participation

*If a large number of entities participate in an election, and a proportional rate of the actual costs is the less expensive alternative for the Participating Entity, Travis County will charge the proportional cost instead of the flat rate cost. In other words, Travis County will charge the lesser of the two amounts.*

#### **Additional Early Voting Options:**

Operation of an Early Voting location as part of the Travis County regular Mobile Voting program:

Per day \$275

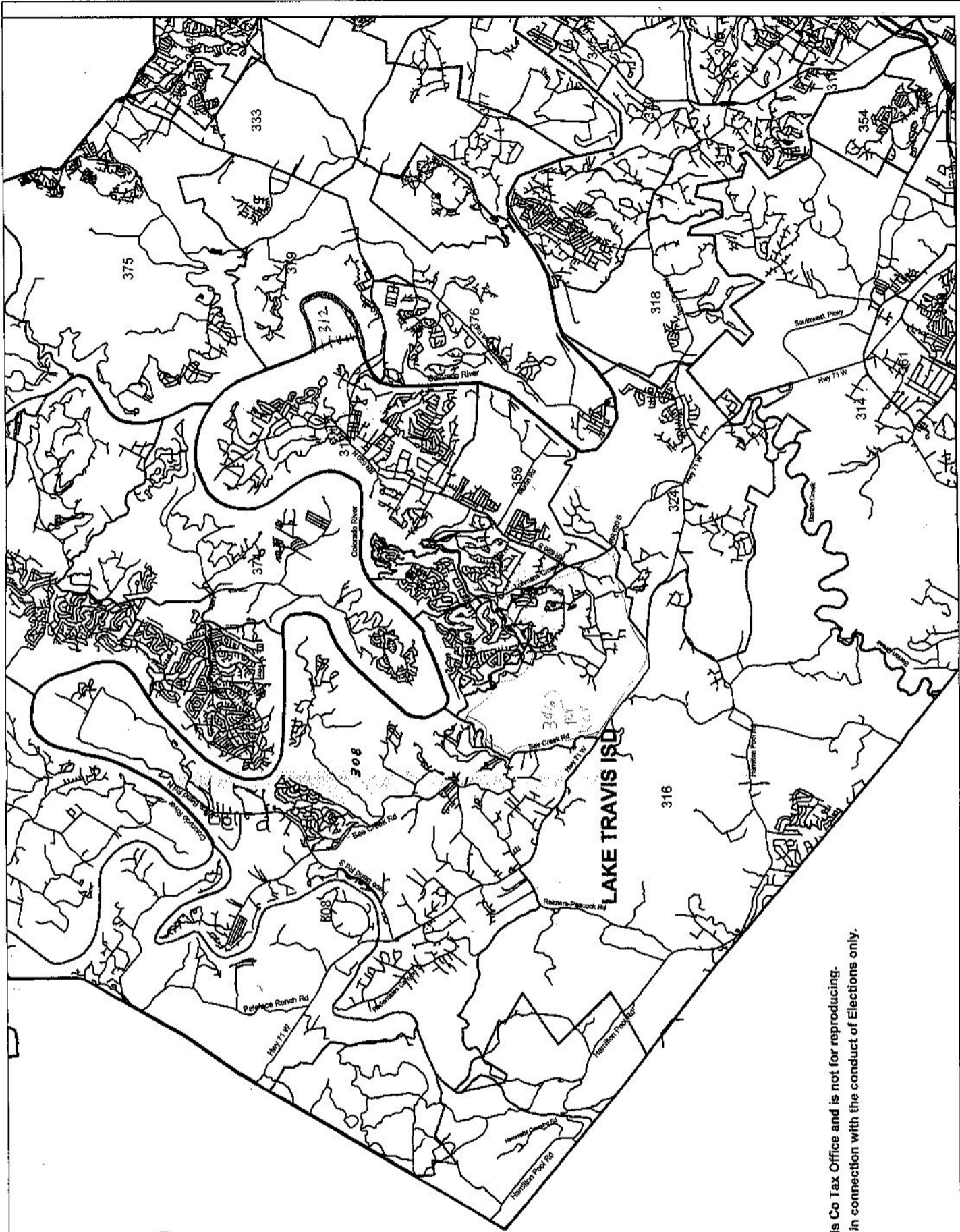
*All of the Participating Entity's voters within Travis County have access to all of the Travis County Early Voting sites in each election at no additional cost. If Travis County does not run a permanent or mobile site in a Participating Entity's area, the Participating Entity may request a mobile unit for one to five days. This would include Travis County staff setting up and breaking down the equipment daily, trained staffing of the location, and Travis County law enforcement securing the equipment in the Travis County Elections Division's safe at 55001 Airport on a daily basis.*

# LAKE TRAVIS ISD

August 2005

**Layers**

- School District Boundary
- Roads
- ZONARESDICTS



This map is property of the Travis Co Tax Office and is not for reproducing.  
This Jurisdiction map is created in connection with the conduct of Elections only.

# Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738  
512.533.6019 (phone) · 512.533.6003 (fax)  
www.laketravis.txed.net

## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	Disposal of Surplus Furniture and Equipment
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	Most of Lake Travis Elementary School was provided with new furniture and equipment. Most of the furniture and equipment from the old Lake Travis Elementary School has been determined to be surplus. This comprises furniture from various areas of the school, primarily classroom furniture. It is recommended that the furniture first go out to auction. Items that do not sell at auction are then to be sold on a non-competitive basis. Remaining items are to be donated to other school districts or non-profit entities, or if determined, discarded.
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Bob Hart 533-6016
<b>MEETING DATE</b>	January 23, 2006



LAKE  
TRAVIS  
INDEPENDENT  
SCHOOL  
DISTRICT

# Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738  
512.533.6019 (phone) · 512.533.6003 (fax)  
www.laketraavis.txed.net

## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	Minutes
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	<p>The minutes of each official Board meeting are reviewed by the Board for accuracy, then approved by the Board prior to becoming public record.</p> <p>Attached are minutes from the following Board meetings: December 12, 2005 – Board Meeting January 9, 2006 – Board Workshop</p>
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Dr. Rocky Kirk, Melissa Loe, Linnea Bennett
<b>MEETING DATE</b>	January 23, 2006



LAKE  
TRAVIS  
INDEPENDENT  
SCHOOL  
DISTRICT

# Minutes of Regular Meeting

## The Board of Trustees Lake Travis Independent School District

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A meeting of the Board of Trustees of the Lake Travis Independent School District was held December 12, 2005, at the Educational Development Center, Live Oak Room, 607 Ranch Road 620 North, Austin, Texas 78738.

### Call To Order

President Susan Tolles called the meeting to order at 7:00 p.m.

### Quorum Determination

Trustees Susan Tolles, Kim Eudy, Fred Goff, Mayo Davidson, Kim Nixon, and Jim Cummings were present. Trustee Bert Vasut was absent.

### Pledge of Allegiance and Moment of Silence

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

### Superintendent's Report

Dr. Kirk recognized Grace Schaak, LTMS Orchestra Harpist. Grace was recently selected as the First Chair harpist for Region 18.

**December Students of the Month** – The following students were introduced as the December Students of the Month:

Skye Henry-Hernandez – *Bee Cave Elementary School*

Luke Hall – *Lakeway Elementary School*

Sara Arnold – *Lake Pointe Elementary School*

Iridian Flores – *Lake Travis Elementary School*

Emily LaCroix – *Lake Travis Middle School*

Sterling Pitchford – *Hudson Bend Middle School*

Kaitlyn McGee – *Lake Travis High School*

### Audience Comments

There were no requests to address Trustees.

### Curriculum and Instruction

Cynthia Clinesmith, Assistant Superintendent of Administrative Services, presented information regarding the proposed graduation credit increase, effective with the graduating class of 2010. Ms. Clinesmith stated that with the shift to an eight period program, students have the opportunity to acquire 32 credits during their first four year course of study. Ms. Clinesmith added that the district ACE committee, the LTHS Campus Improvement Team and the department leadership have reviewed the proposed increase and the consensus is to recommend increasing the basic credits to 26.

A MOTION was made by Trustee Eudy, seconded by Trustee Goff, to approve the increase of graduation credits required for the Recommended Graduation Plan by two credits (to 26), as well as the Distinguished Achievement Plan , effective with the Freshman Class of 2006-2007.

MOTION WAS UNANIMOUS  
[6-0]

### **Finance and Support Services**

**2004-2005 Financial Audit Report** – Bob Hart, Assistant Superintendent of Finance and Support Services, introduced auditor Gary Davis, West, Davis & Co., who provided an overview of the final 2004-2005 Financial Audit Report. Trustees received the draft report for review at the December 5, 2005, Board Workshop.

A MOTION was made by Trustee Cummings, seconded by Trustee Nixon, to approve acceptance of the 2004-2005 Financial Audit Report.

MOTION WAS UNANIMOUS  
[6-0]

**2006-2007 Budget** – Dr. Kirk presented updated information regarding the Supreme Court ruling on the school finance lawsuit and the potential impact on the 2006-2007 budget. Mr. Hart presented an overview of the budget process. On behalf of the Board, President Tolles provided information regarding the Board’s commitment to LTISD students and educational programs, in regards to the budget, and asked that the minutes reflect the following consensus of the Board:

*As the 2006-2007 budget cycle begins, the Board of Trustees will remain resolute in our dedication to our Core Commitments. We pledge to:*

- *Continue to provide the highest quality curriculum and educational opportunities for all students*
- *Support a budget that is “lean,” but which does not sacrifice the educational integrity of our programs*
- *Honor our teachers and staff by giving them the resources they need to excel*
- *Reach higher, pursuing excellence in every aspect of district operations*

**Schematic Design Presentation** – Chuck Fields, Fields and Associates, presented information regarding the schematic design for the Hudson Bend Middle School expansion and the construction of elementary school #5. Jim Ratcliff, Director of Facilities Planning and Construction, presented a cost estimate and budget update for each of these projects.

A MOTION was made by Trustee Cummings, seconded by Trustee Davidson, to direct administration to proceed to the next stage of planning for the Hudson Bend Middle School expansion project and the construction of the new elementary school #5.

MOTION WAS UNANIMOUS  
[6-0]

Brad Pfluger, Pfluger and Associates, presented the proposed schematic design for the expansion of Lake Travis High School. Mr. Ratcliff also presented a cost estimate and budget update for the LTHS expansion project.

A MOTION was made by Trustee Cummings, seconded by Trustee Eudy, to direct administration to proceed to the next stage of planning for the Lake Travis High School expansion project.

MOTION WAS UNANIMOUS  
[6-0]

### **Consent Agenda**

The following items were presented for approval on the consent agenda:

- Disposal of School Buses
- November 2005 Financials – Statement of Revenues and Expenditures, Balance Sheet, Summary of Tax Collections, and Quarterly Investment Report
- Second Reading: TASB Localized Policy Manual Update 76
  - a. Local CAA (Fiscal Management Goals and Objectives: Financial Ethics)
  - b. Local DCB (Employment Practices: Educator Term Contracts) with Administrative Revisions
  - c. Local DCD (Employment Practices: At-Will Employment with Administrative Revisions)
  - d. Local FD (Admissions)
  - e. Local FDB (Admissions: Intradistrict Transfers)
  - f. Local FDD (Admissions: School Safety Transfers)
  - g. Local FL (Student Records)
  - h. Local FNAA (Student Expression: Distribution of Nonschool Literature)
  - i. Local FOD (Student Discipline: Expulsion)
- Minutes of November 14 Board Meeting and December 5 Board Workshop

A MOTION was made by Trustee Nixon, seconded by Trustee Davidson, to approve the consent agenda, as presented.

MOTION WAS UNANIMOUS  
[6-0]

**Upcoming Meetings**

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

- January 9, 2006, Board Workshop, 6:00 pm., EDC
- January 23, 2006, Board Meeting, 7:00 p.m., EDC
- February 6, 2006, Board Workshop, 6:00 pm., EDC
- February 20, 2006, Board Meeting, 7:00 p.m., EDC

The Board/Superintendent Conference has been tentatively rescheduled for January 30, 2006, 6:00 p.m., at the EDC.

There being no further action, Trustee Tolles adjourned the December 12, 2005, Board meeting at 10:45 p.m.

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Susan Tolles, President

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Fred Goff, Secretary

# **Minutes of Board Workshop**

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

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A workshop of the Board of Trustees of Lake Travis Independent School District was held beginning at 6 p.m. on January 9, 2006, in the Educational Development Center, Live Oak Room, 607 Ranch Road 620 North, Austin, Texas 78734.

### **Call To Order**

President Susan Tolles called the meeting to order at 6:05 p.m.

### **Quorum Determination**

Trustees Susan Tolles, Kim Eudy, Fred Goff, Mayo Davidson, Kim Nixon, Jim Cummings and Bert Vasut were present.

### **Finance and Support Services**

Mr. Bob Henderson with RBC Capital Markets presented on the status of the bond underwriting program.

At 6:58 p.m., Bert Vasut excused himself from the meeting.

Jim Ratcliff presented on the Water/Wastewater Utility Easement at Lakeway Elementary School, a Bond Program Update and Financials.

Bob Hart presented on the 2006 Bond Issuance and Annual Investment Report.

### **Closed Session**

Trustees adjourned into Closed Session at 8:33 p.m., as permitted under the Texas Government Code, § 551.071 - Regarding Real Property, to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Closed Session recessed at 9:10 p.m. and the open session immediately resumed.

There was no action taken based on the closed session discussion.

### **Upcoming Meetings**

Trustee Tolles announced the following upcoming Board of Trustees' workshops and meetings:

- January 23, 2006, Board Meeting, 7:00 p.m., EDC
- January 30, 2006, 6:00 p.m., Board/Superintendent Conference, EDC

- February 6, 2006, 6:00 p.m., Board Workshop, EDC
- February 20, 2006, 7:00 p.m., Board Meeting, EDC

There being no further action, the January 9, 2006, meeting of the LTISD Board of Trustees adjourned at 9:15 p.m.

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Susan Tolles, President

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Fred Goff, Secretary

# Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738  
512.533.6019 (phone) · 512.533.6003 (fax)  
www.laketravis.txed.net

## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	Local Policy EIF (Academic Achievement: Graduation)
<b>RECOMMENDED ACTION</b>	<b>First Reading:</b> Proposed Changes to Local EIF (Academic Achievement: Graduation)
<b>RATIONALE</b>	<p>The administrative recommendation is to increase the number of credits for graduation (beginning with the freshman class of 2006-2007) from 24 total high school credits to 26 credits for both the Recommended High School Program and the Distinguished Achievement Program (Advanced High School Program). The Minimum High School Program would remain at 24 credits.</p> <p>The additional 2 credits for each program would be seen as an additional 2 electives with no restrictions.</p> <p>See (<i>proposed changes highlighted in red</i>):</p> <ol style="list-style-type: none"><li>1. Attachment: Local Policy EIF (Requiring Board Approval)</li><li>2. Attachment: Exhibit EIF (Supporting Administrative Regulation Requiring Superintendent Approval Only) –Included for Reference/Explanation Purposes</li></ol>
<b>COMMITTEE CONSIDERATION BUDGET PROVISIONS</b>	Superintendent's Cabinet
<b>RESOURCE PERSONNEL</b>	Cynthia Clinesmith
<b>MEETING DATE</b>	January 23, 2005



LAKE  
TRAVIS  
INDEPENDENT  
SCHOOL  
DISTRICT

ACADEMIC ACHIEVEMENT:  
GRADUATION

EIF  
(LOCAL)

**MINIMUM PROGRAM** In addition to the 22 credits required by the state for graduation under the Minimum Program, the District shall require 2 additional credits, for a total of 24. The District minimum of 24 credits shall include 0.5 credit fine arts, 2 credits of the same foreign language, and 5 credits of electives.

**RECOMMENDED PROGRAM** ~~In addition to the 24 credits required by the state for graduation under the Recommended Program, the District shall require 2 additional credits, for a total of 26. The additional credits shall be seen as 2 credits of electives.~~

**Deleted:** The District requires no additional credits for graduation under the Recommended Program beyond those mandated by the state.

**DISTINGUISHED ACHIEVEMENT PROGRAM** ~~In addition to the 24 credits required by the state for graduation under the Distinguished Achievement Program, the District shall require 2 additional credits, for a total of 26. The additional credits shall be seen as 2 credits of electives.~~

**Deleted:** The District requires no additional credits for graduation under the Distinguished Achievement Program beyond those mandated by the state.

**PHYSICAL EDUCATION SUBSTITUTIONS** The District shall allow students to substitute certain physical activities for the 1.5 required credits of physical education. Such substitutions shall be based on the physical activity involved in:

1. Drill team, marching band, and cheerleading during the fall semester
2. Junior Reserve Officer Training Corps (JROTC)
3. Athletics
4. Dance I-IV
5. Two- or three-credit career and technology work-based training courses

**OTHER PHYSICAL ACTIVITY PROGRAMS** The District shall award state credit for physical education for private or commercially-sponsored physical activity programs conducted off campus.

**READING CREDITS** The District shall offer up to 3 credits of reading for state graduation credit. The Superintendent or designee shall be responsible for establishing procedures to assess individual student needs and evaluate student progress, and shall monitor instructional activities to ensure that student needs are met. Students shall be identified as eligible to earn reading credit based on:

1. Recommendation by teacher or counselor

2. Scores on assessment instruments and/or achievement tests

**ALTERNATIVE DIPLOMA PLAN** Through an articulation agreement with Austin Community College, at-risk seniors or fourth year students with a minimum of 15 state-approved credits, who might not otherwise graduate, may apply for entrance into ACC's Competency-Based High School Diploma Program. This program shall be available only to seniors or fourth year students and shall involve transferring to ACC for the duration of the student's academic career. To obtain a District diploma under this competency-based program, a student must have completed 15 state-approved credits prior to entering the program and must meet all District graduation requirements. Students who are at least 18 years of age who do not meet these requirements may earn a diploma from Austin ISD if they have been preapproved for a diploma by Austin ISD.

**LAKE TRAVIS HIGH SCHOOL SCHOLARS PROGRAM** The Board has established the Lake Travis High School Scholars Program to recognize and support students whose academic achievements surpass state requirements. To receive recognition as a Lake Travis High School Scholar, a graduating senior must have:

1. Completed the Distinguished Achievement Program;
2. Earned one additional credit in science, not including Geology, Meteorology, and Oceanography (GMO);
3. Earned one additional credit in math, not including Mathematical Models with Applications (MMA); and
4. Earned one additional credit in any of the following advanced academic elective courses:
  - a. AP Calculus
  - b. AP Statistics
  - c. AP Science
  - d. AP Biology
  - e. AP Chemistry
  - f. AP Physics
  - g. Other languages IV-V
  - h. AP Computer Science
  - i. AP Art
  - j. Band IV
  - k. Choir IV
  - l. Orchestra IV
  - m. Dance IV (not including team activities)
  - n. Debate III-IV
  - o. Theater IV

**LAKE TRAVIS HIGH SCHOOL INCENTIVE PROGRAM** In addition, the high school has established the Lake Travis High School Incentive Program. This program recognizes students who graduate on the Distinguished Achievement Program and students who meet the criteria established for the Lake Travis High School Scholars Program. Recognition shall consist of the following:

1. Student candidates for the Distinguished Achievement Program:

- a. Shall be presented certificates at the Awards Program.
  - b. Shall be provided a scarf, tie, or shawl to be worn with the graduation gown.
  - c. Shall have their names listed in the graduation program.
2. Students who earn the Lake Travis Scholars Award:
- a. Shall be presented medallions at the Awards Program.
  - b. Shall be provided a scarf, tie, or shawl to be worn with the graduation gown.
  - c. Shall have their names listed in the graduation program.
  - d. Shall receive a \$500 academic award.

A permanent recognition site shall be established at the high school for students completing the Lake Travis Scholars Program. Recognition on the high school graduation program shall be designated as "candidate for," with the certificate and a financial award of \$500 presented when the final results have been established. [See EIG(LOCAL)]

Lake Travis ISD  
227913

ACADEMIC ACHIEVEMENT:  
GRADUATION

EIF  
(EXHIBIT)

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Students entering grade 9 in school year 2001-02 and thereafter must complete one of the following programs for graduation:

- Exhibit A: Minimum High School Program - 2 pages
- Exhibit B: Recommended High School Program - 3 pages
- Exhibit C: Distinguished Achievement Program - 4 pages  
(Advanced High School Program)

Students entering grade 9 in school year 2006-07 and thereafter must complete one of the following programs for graduation:

- Exhibit A: Minimum High School Program - 2 pages
  - Exhibit D: Recommended High School Program Revised - 3 pages
  - Exhibit E: Distinguished Achievement Program Revised- 4 pages  
(Advanced High School Program Revised)
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**EXHIBIT A**

**MINIMUM HIGH SCHOOL PROGRAM**

(FOR STUDENTS WHO ENTER THE NINTH GRADE IN 2001-02 AND THEREAFTER)

Core Courses:			
Students must demonstrate proficiency in the following:			
			Credit Equivalent
English Language Arts			4
	Must consist of English I, II, and III. (English I for Speakers of Other Languages and English II for Speakers of Other Languages may be substituted for English I and II only for immigrant students with limited English proficiency.) The fourth credit may be English IV, Research/Technical Writing, Creative/Imaginative Writing, Practical Writing Skills, Literary Genres, Business Communication, Journalism, or concurrent enrollment in a college English course.		
Mathematics			3
	Must include Algebra I and Geometry.		
Science			2
	Must consist of biology and Integrated Physics and Chemistry (IPC). A student may substitute chemistry or physics for IPC and then must use the second of these two courses as the academic elective credit identified below.		
Social Studies			2.5
	Must consist of World History Studies or World Geography Studies (1 credit), United States History Studies Since Reconstruction (1 credit), and United States Government (0.5 credit).		
Economics with Emphasis on the Free Enterprise System and its Benefits			0.5
Academic Elective			1
	Must be selected from World History Studies, World Geography Studies, or any science course approved by the State Board of Education for science credit under 19 TAC 112 (relating to essential knowledge and skills for science). If a student elects to replace IPC with either chemistry or physics as described in Science above, the academic elective must be the other of these two science courses.		
Physical Education*			1.5
	Must include Foundations of Personal Fitness (0.5 credit). Students may earn no more than 2 credits toward state graduation requirements in physical education.		
Health Education			0.5
	0.5 credit, which may be satisfied by Health 1 or Advanced Health or Health Science Technology; and 1 credit, which may be satisfied by Introduction to Health Science Technology, Health Science Technology I, or Health Science Technology II.		

	Speech	0.5
	Must consist of Communication Applications.	
	Technology Applications	1
	May be satisfied by:	
	The following courses in 19 TAC 126 (relating to essential knowledge and skills for Technology Applications): Computer Science I, Computer Science II, Desktop Publishing, Digital Graphics/Animation, Multimedia, Video Technology, Web Mastering, or Independent Study in Technology Applications;	
	The following courses in 19 TAC 120 (relating to essential knowledge and skills for Business Education): Business Computer Information Systems I or II, Business Computer Programming, Telecommunications and Networking, or Business Image Management and Multimedia; or	
	The following courses in 19 TAC 123 (relating to essential knowledge and skills for Technology Education/Industrial Technology Education): Computer Applications, Technology Systems (modular computer laboratory-based), Communication Graphics (modular computer laboratory-based), or Computer Multimedia and Animation Technology.	
	Electives: (Total)	5.5
	Must be selected from the list of courses approved by the SBOE for grades 9-12 as specified in 19 TAC 74.1 or 19 TAC 74.51(g), as applicable (relating to essential knowledge and skills for the Foundation and Enrichment Curriculum), state-approved innovative courses as specified in 19 TAC 74.27 (relating to Innovative Courses and Programs), Junior Reserve Officer Training Corps (JROTC) (1 to 4 credits), or Driver Education (0.5 credit).	
	A maximum of 3 credits of Reading I, II, or III for elective credit may be offered by local policy to identified students.	
	Total Credits for Minimum High School Program	22

19 TAC 74.42, 74.52

Substitutions/Alternatives

College Board Advanced Placement and International Baccalaureate courses may be substituted for courses required in appropriate areas. Credit may also be awarded without prior instruction through credit by examination. 19 TAC 74.41(g), 74.24, 74.51(h)

\*The Board may allow a student to substitute certain physical activities for the required credits of physical education, including the 0.5 credit for Foundations of Personal Fitness. Substitutions must be based on physical activity involved in drill team, marching band, and cheerleading during the fall semester; Junior Reserve Officer Training Corps (JROTC); athletics; Dance I-IV; 2- or 3-credit career and technology work-based training courses; and off-campus physical education. The District may award up to 2 credits for physical education for appropriate private or commercially sponsored physical activity programs conducted on or off campus, with approval by the Commissioner. 19 TAC 74.42, 74.52(b)(7)

**EXHIBIT B**

**RECOMMENDED HIGH SCHOOL PROGRAM**

(FOR STUDENTS WHO ENTER THE NINTH GRADE IN 2001-02 AND THEREAFTER)

Core Courses:			
Students must demonstrate proficiency in the following:			
			Credit Equivalent
English			4
	Must consist of English I, English II, English III, and English IV. (English I for Speakers of Other Languages and English II for Speakers of Other Languages may be substituted for English I and II only for immigrant students with limited English proficiency.)		
Mathematics			3
	Must consist of Algebra I, Algebra II, and Geometry.		
Science			3
	1 credit must be a biology credit (Biology, Advanced Placement (AP) Biology, or International Baccalaureate (IB) Biology). Students must choose the remaining 2 credits from the following three areas. Not more than 1 credit may be chosen from each of the areas to satisfy this requirement. Students on the Recommended High School Program are encouraged to take courses in biology, chemistry, and physics to complete the science requirements. The three areas are:		

- Integrated Physics and Chemistry (IPC)
- Chemistry, AP Chemistry, or IB Chemistry
- Physics, Principles of Technology I, AP Physics, or IB Physics

Social Studies			3.5
	Must consist of World History Studies (1 credit), World Geography Studies (1 credit), United States History Studies Since Reconstruction (1 credit), and United States Government (0.5 credit).		
Economics with Emphasis on the Free Enterprise System and its Benefits			0.5
Languages other than English			2
	Must consist of Level I and Level II of the same language.		
Physical Education*			1.5
	Must include Foundations of Personal Fitness (0.5 credit). Students may earn no more than 2 credits toward state graduation requirements in physical education.		

Health Education		0.5
	0.5 credit, which may be satisfied by Health 1 or Advanced Health or Health Science Technology; and 1 credit, which may be satisfied by Introduction to Health Science Technology, Health Science Technology I, or Health Science Technology II.	
Speech		0.5
	Must consist of Communication Applications.	
Technology Applications		1
	May be satisfied by:	
	(1) The following courses in 19 TAC 126 (relating to essential knowledge and skills for Technology Applications): Computer Science I, Computer Science II, Desktop Publishing, Digital Graphics/Animation, Multimedia, Video Technology, Web Mastering, Independent Study in Technology Applications, and, for students entering ninth grade in the 2004-05 school year or thereafter, state-approved technology applications innovative courses;	
	(2) The following courses in 19 TAC 120 (relating to essential knowledge and skills for Business Education): Business Computer Information Systems I or II, Business Computer Programming, Telecommunications and Networking, or Business Image Management and Multimedia; or	
	(3) The following courses in 19 TAC 123 (relating to essential knowledge and skills for Technology Education/Industrial Technology Education): Computer Applications, Technology Systems (modular computer laboratory-based), Communication Graphics (modular computer laboratory-based), or Computer Multimedia and Animation Technology.	
	Students entering ninth grade in the 2004-05 school year or thereafter may satisfy the Technology Applications requirement through the completion of three credits (for students participating in a coherent sequence of career and technology courses or who are enrolled in a Tech Prep high school plan of study) consisting of two or more state-approved career and technology courses in 19 TAC 119-125 and 127. Districts shall ensure that career and technology courses, including innovative courses, in a coherent sequence used to meet the technology applications credit are appropriate to collectively teach the knowledge skills found in any of the approved courses listed in items (1)-(3), above. Students pursuing the technology applications option described in this paragraph must demonstrate proficiency in technology applications before beginning grade 11 through credit by examination as described in 19 TAC 74.14 (relating to Credit by Examination).	
Fine Arts		1
	May be satisfied by any course in 19 TAC 117, Subchapter C (relating to essential knowledge and skills for Fine Arts).	
Electives: (Total)		3.5

	May be selected from the list of courses approved by the SBOE for grades 9-12 as specified in 19 TAC 74.1 or 19 TAC 74.51(g), as applicable (relating to essential knowledge and skills for the Foundation and Enrichment Curriculum), state-approved innovative courses as specified in 19 TAC 74.27 (relating to Innovative Courses and Programs), Junior Reserve Officer Training Corps (JROTC) (1 to 4 credits), or Driver Education (0.5 credit). All students who wish to complete the Recommended High School Program are encouraged to study each of the four foundation curriculum areas (English language arts, mathematics, science, and social studies) every year in high school.	
	A maximum of 3 credits of Reading I, II, or III for elective credit may be offered by local policy to identified students.	
Total Credits for Recommended High School Program		24

19 TAC 74.43, 74.53

Substitutions/Alternatives

No substitutions are allowed in the Recommended High School Program, except as allowed by State Board rule and local policy. College Board Advanced Placement and International Baccalaureate courses may be substituted for courses required in appropriate areas. Credit may be awarded for core courses without prior instruction through credit by examination. 19 TAC 74.43(d), 74.41(g), 74.24(c), 74.53(d), 74.51(h)

\* The Board may allow a student to substitute certain physical activities for the required credits in physical education, including the 0.5 credit for Foundations of Personal Fitness. Substitutions must be based on physical activity involved in drill team, marching band, and cheerleading during the fall semester; Junior Reserve Officer Training Corps (JROTC); athletics; Dance I-IV; and 2- or 3-credit career and technology work-based training courses. The District may award up to 2 credits for physical education for appropriate private or commercially sponsored physical activity programs conducted on or off campus, with approval by the Commissioner. 19 TAC 74.43, 74.53(b)(7)

**EXHIBIT C**

**DISTINGUISHED ACHIEVEMENT PROGRAM  
(ADVANCED HIGH SCHOOL PROGRAM)**

[FOR STUDENTS WHO ENTER THE NINTH GRADE IN 2001-02 AND THEREAFTER]

Core Courses:			
Students must demonstrate proficiency in the following:			
			Credit Equivalent
English Language Arts			4
	Must consist of English I, English II, English III, and English IV. (English I for Speakers of Other Languages and English II for Speakers of Other Languages may be substituted for English I and II only for immigrant students with limited English proficiency.)		
Mathematics			3
	Must consist of Algebra I, Algebra II, and Geometry.		
Science			3
	1 credit must be a biology credit (Biology, Advanced Placement (AP) Biology, or International Baccalaureate (IB) Biology).		
	Students must choose the remaining 2 credits from the following areas. Not more than 1 credit may be chosen from each of the areas to satisfy this requirement. Students on the Distinguished Achievement High School Program are encouraged to take courses in biology, chemistry, and physics to complete the science requirements.		

- Integrated Physics and Chemistry (IPC)
- Chemistry, AP Chemistry, or IB Chemistry
- Physics, Principles of Technology I, AP Physics, or IB Physics

Social studies			3.5
	Must consist of World History Studies (1 credit), World Geography Studies (1 credit), United States History Studies Since Reconstruction (1 credit), and United States Government (0.5 credit).		
Economics with Emphasis on the Free Enterprise System and its Benefits			0.5
Languages other than English			3
	Must consist of Level I, Level II, and Level III of the same language.		
Physical Education*			1.5
	Must include Foundations of Personal Fitness (0.5 credit). Students may earn no more than 2 credits toward state graduation requirements in physical education.		

	<b>Health Education</b>	<b>0.5</b>
	0.5 credit, which may be satisfied by Health 1 or Advanced Health or Health Science Technology; and 1 credit, which may be satisfied by Introduction to Health Science Technology, Health Science Technology I, or Health Science Technology II.	
	<b>Speech</b>	<b>0.5</b>
	Must consist of Communication Applications.	
	<b>Technology Applications</b>	<b>1</b>
	May be satisfied by:	
	(1) The following courses in 19 TAC 126 (relating to essential knowledge and skills for Technology Applications): Computer Science I, Computer Science II, Desktop Publishing, Digital Graphics/Animation, Multimedia, Video Technology, Web Mastering, or Independent Study in Technology Applications and, for students entering ninth grade in the 2004-05 school year or thereafter, state-approved technology applications innovative courses;	
	(2) The following courses in 19 TAC 120 (relating to essential knowledge and skills for Business Education): Business Computer Information Systems I or II, Business Computer Programming, Telecommunications and Networking, or Business Image Management and Multimedia; or	
	(3) The following courses in 19 TAC 123 (relating to essential knowledge and skills for Technology Education/Industrial Technology Education): Computer Applications, Technology Systems (modular computer laboratory-based), Communication Graphics (modular computer laboratory-based), or Computer Multimedia and Animation Technology.	
	Students entering ninth grade in the 2004-05 school year or thereafter may satisfy the Technology Applications requirement through the completion of three credits (for students participating in a coherent sequence of career and technology courses or who are enrolled in a Tech Prep high school plan of study) consisting of two or more state-approved career and technology courses in 19 TAC 119-125 and 127. Districts shall ensure that career and technology courses, including innovative courses, in a coherent sequence used to meet the technology applications credit are appropriate to collectively teach the knowledge skills founds in any of the approved courses listed in items (1)-(3), above. Students pursuing the technology applications option described in this paragraph must demonstrate proficiency in technology applications before beginning grade 11 through credit by examination as described in 19 TAC 74.14 (relating to Credit by Examination).	
	<b>Fine Arts</b>	<b>1</b>
	May be satisfied by any course listed in 19 TAC 117, Subchapter C (essential knowledge and skills for Fine Arts).	

	Electives (Total)	2.5
	May be selected from the list of courses approved by the SBOE for grades 9-12 as specified in 19 TAC 74.1 or 19 TAC 74.51(g), as applicable (relating to essential knowledge and skills for the Foundation and Enrichment Curriculum), state-approved innovative courses as specified in 19 TAC 74.27 (relating to Innovative Courses and Programs), Junior Reserve Officer Training Corps (JROTC) (1 to 4 credits), or Driver Education (0.5 credit).	
	A maximum of 3 credits of Reading I, II, or III for elective credit may be offered by local policy to identified students.	
	Total Credits for Distinguished Achievement Program (Advanced High School Program)	24

### Advanced Measures

A student also must achieve any combination of four of the following advanced measures. Original research/projects may not be used for more than two of the four advanced measures. The measures must focus on demonstrated student performance at the college or professional level. Student performance on advanced measures must be assessed through an external review process. The advanced measures are as follows:

1. An original research/project that is:
  - a. Judged by a panel of professionals in the field that is the focus of the project; or
  - b. Conducted under the direction of mentor(s) and reported to an appropriate audience; and
  - c. Related to the required curriculum set forth in 19 TAC 74.1 (relating to essential knowledge and skills).
2. Test data in which a student receives:
  - a. A score of three or above on the College Board Advanced Placement examination;
  - b. A score of four or above on an International Baccalaureate examination; or
  - c. A score on the PSAT that qualifies a student for recognition as a Commended Scholar or higher by the National Merit Scholarship Corporation; as part of the National Hispanic Scholar Program of the College Board; or as part of the National Achievement Scholarship Program for Outstanding Negro Students of the National Merit Scholarship Corporation. The PSAT score may count as only one advanced measure regardless of the number of honors received by the student.

3. A grade of 3.0 or higher in courses that count for college academic credit and in tech-prep articulated college courses.

19 TAC 74.44, 74.54

Substitutions/Alternatives

College Board Advanced Placement and International Baccalaureate courses may be substituted for requirements in appropriate academic areas. Credit may also be awarded without prior instruction through credit by examination. No other substitutions shall be allowed, except as allowed by State Board rule and local policy. 19 TAC 74.41(g), 74.24, 74.44(e), 74.54(e)

\* The Board may allow a student to substitute certain physical activities for the required credits in physical education, including the 0.5 credit for Foundations of Personal Fitness. Substitutions must be based on physical activity involved in drill team, marching band, and cheerleading during the fall semester; Junior Reserve Officer Training Corps (JROTC); athletics; Dance I-IV; and 2- or 3-credit career and technology work-based training courses. The District may award up to 2 credits for physical education for appropriate private or commercially sponsored physical activity programs conducted on or off campus, with approval by the Commissioner. 19 TAC 74.44, 74.54(b)(7)

**EXHIBIT D**

**RECOMMENDED HIGH SCHOOL PROGRAM REVISED**

(FOR STUDENTS WHO ENTER THE NINTH GRADE IN **2006-07** AND THEREAFTER)

<b>Core Courses:</b>			
Students must demonstrate proficiency in the following:			
			<b>Credit Equivalent</b>
<b>English</b>			<b>4</b>
	Must consist of English I, English II, English III, and English IV. (English I for Speakers of Other Languages and English II for Speakers of Other Languages may be substituted for English I and II only for immigrant students with limited English proficiency.)		
<b>Mathematics</b>			<b>3</b>
	Must consist of Algebra I, Algebra II, and Geometry.		
<b>Science</b>			<b>3</b>
	1 credit must be a biology credit (Biology, Advanced Placement (AP) Biology, or International Baccalaureate (IB) Biology). Students must choose the remaining 2 credits from the following three areas. Not more than 1 credit may be chosen from each of the areas to satisfy this requirement. Students on the Recommended High School Program are encouraged to take courses in biology, chemistry, and physics to complete the science requirements. The three areas are:		

- Integrated Physics and Chemistry (IPC)
- Chemistry, AP Chemistry, or IB Chemistry
- Physics, Principles of Technology I, AP Physics, or IB Physics

<b>Social Studies</b>			<b>3.5</b>
	Must consist of World History Studies (1 credit), World Geography Studies (1 credit), United States History Studies Since Reconstruction (1 credit), and United States Government (0.5 credit).		
<b>Economics with Emphasis on the Free Enterprise System and its Benefits</b>			<b>0.5</b>
<b>Languages other than English</b>			<b>2</b>
	Must consist of Level I and Level II of the same language.		
<b>Physical Education*</b>			<b>1.5</b>
	Must include Foundations of Personal Fitness (0.5 credit). Students may earn no more than 2 credits toward state graduation requirements in physical education.		

	<b>Health Education</b>	<b>0.5</b>
	0.5 credit, which may be satisfied by Health 1 or Advanced Health or Health Science Technology; and 1 credit, which may be satisfied by Introduction to Health Science Technology, Health Science Technology I, or Health Science Technology II.	
	<b>Speech</b>	<b>0.5</b>
	Must consist of Communication Applications.	
	<b>Technology Applications</b>	<b>1</b>
	May be satisfied by:	
	(1) The following courses in 19 TAC 126 (relating to essential knowledge and skills for Technology Applications): Computer Science I, Computer Science II, Desktop Publishing, Digital Graphics/Animation, Multimedia, Video Technology, Web Mastering, Independent Study in Technology Applications, and, for students entering ninth grade in the 2004-05 school year or thereafter, state-approved technology applications innovative courses;	
	(2) The following courses in 19 TAC 120 (relating to essential knowledge and skills for Business Education): Business Computer Information Systems I or II, Business Computer Programming, Telecommunications and Networking, or Business Image Management and Multimedia; or	
	(3) The following courses in 19 TAC 123 (relating to essential knowledge and skills for Technology Education/Industrial Technology Education): Computer Applications, Technology Systems (modular computer laboratory-based), Communication Graphics (modular computer laboratory-based), or Computer Multimedia and Animation Technology.	
	Students entering ninth grade in the 2004-05 school year or thereafter may satisfy the Technology Applications requirement through the completion of three credits (for students participating in a coherent sequence of career and technology courses or who are enrolled in a Tech Prep high school plan of study) consisting of two or more state-approved career and technology courses in 19 TAC 119-125 and 127. Districts shall ensure that career and technology courses, including innovative courses, in a coherent sequence used to meet the technology applications credit are appropriate to collectively teach the knowledge skills found in any of the approved courses listed in items (1)-(3), above. Students pursuing the technology applications option described in this paragraph must demonstrate proficiency in technology applications before beginning grade 11 through credit by examination as described in 19 TAC 74.14 (relating to Credit by Examination).	
	<b>Fine Arts</b>	<b>1</b>
	May be satisfied by any course in 19 TAC 117, Subchapter C (relating to essential knowledge and skills for Fine Arts).	
	<b>Electives: (Total)</b>	<b>5.5</b>

	May be selected from the list of courses approved by the SBOE for grades 9-12 as specified in 19 TAC 74.1 or 19 TAC 74.51(g), as applicable (relating to essential knowledge and skills for the Foundation and Enrichment Curriculum), state-approved innovative courses as specified in 19 TAC 74.27 (relating to Innovative Courses and Programs), Junior Reserve Officer Training Corps (JROTC) (1 to 4 credits), or Driver Education (0.5 credit). All students who wish to complete the Recommended High School Program are encouraged to study each of the four foundation curriculum areas (English language arts, mathematics, science, and social studies) every year in high school.	
	A maximum of 3 credits of Reading I, II, or III for elective credit may be offered by local policy to identified students.	
Total Credits for Recommended High School Program		<b>26</b>

19 TAC 74.43, 74.53

Substitutions/Alternatives

No substitutions are allowed in the Recommended High School Program, except as allowed by State Board rule and local policy. College Board Advanced Placement and International Baccalaureate courses may be substituted for courses required in appropriate areas. Credit may be awarded for core courses without prior instruction through credit by examination. 19 TAC 74.43(d), 74.41(g), 74.24(c), 74.53(d), 74.51(h)

\* The Board may allow a student to substitute certain physical activities for the required credits in physical education, including the 0.5 credit for Foundations of Personal Fitness. Substitutions must be based on physical activity involved in drill team, marching band, and cheerleading during the fall semester; Junior Reserve Officer Training Corps (JROTC); athletics; Dance I-IV; and 2- or 3-credit career and technology work-based training courses. The District may award up to 2 credits for physical education for appropriate private or commercially sponsored physical activity programs conducted on or off campus, with approval by the Commissioner. 19 TAC 74.43, 74.53(b)(7)

**EXHIBIT E**

**DISTINGUISHED ACHIEVEMENT PROGRAM REVISED  
(ADVANCED HIGH SCHOOL PROGRAM REVISED)**

[FOR STUDENTS WHO ENTER THE NINTH GRADE IN 2006-07 AND THEREAFTER]

<b>Core Courses:</b>			
Students must demonstrate proficiency in the following:			
			<b>Credit Equivalent</b>
<b>English Language Arts</b>			<b>4</b>
	Must consist of English I, English II, English III, and English IV. (English I for Speakers of Other Languages and English II for Speakers of Other Languages may be substituted for English I and II only for immigrant students with limited English proficiency.)		
<b>Mathematics</b>			<b>3</b>
	Must consist of Algebra I, Algebra II, and Geometry.		
<b>Science</b>			<b>3</b>
	1 credit must be a biology credit (Biology, Advanced Placement (AP) Biology, or International Baccalaureate (IB) Biology).		
	Students must choose the remaining 2 credits from the following areas. Not more than 1 credit may be chosen from each of the areas to satisfy this requirement. Students on the Distinguished Achievement High School Program are encouraged to take courses in biology, chemistry, and physics to complete the science requirements.		

- Integrated Physics and Chemistry (IPC)
- Chemistry, AP Chemistry, or IB Chemistry
- Physics, Principles of Technology I, AP Physics, or IB Physics

<b>Social studies</b>			<b>3.5</b>
	Must consist of World History Studies (1 credit), World Geography Studies (1 credit), United States History Studies Since Reconstruction (1 credit), and United States Government (0.5 credit).		
<b>Economics with Emphasis on the Free Enterprise System and its Benefits</b>			<b>0.5</b>
<b>Languages other than English</b>			<b>3</b>
	Must consist of Level I, Level II, and Level III of the same language.		
<b>Physical Education*</b>			<b>1.5</b>
	Must include Foundations of Personal Fitness (0.5 credit). Students may earn no more than 2 credits toward state graduation requirements in physical education.		

	<b>Health Education</b>	<b>0.5</b>
	0.5 credit, which may be satisfied by Health 1 or Advanced Health or Health Science Technology; and 1 credit, which may be satisfied by Introduction to Health Science Technology, Health Science Technology I, or Health Science Technology II.	
	<b>Speech</b>	<b>0.5</b>
	Must consist of Communication Applications.	
	<b>Technology Applications</b>	<b>1</b>
	May be satisfied by:	
	(1) The following courses in 19 TAC 126 (relating to essential knowledge and skills for Technology Applications): Computer Science I, Computer Science II, Desktop Publishing, Digital Graphics/Animation, Multimedia, Video Technology, Web Mastering, or Independent Study in Technology Applications and, for students entering ninth grade in the 2004-05 school year or thereafter, state-approved technology applications innovative courses;	
	(2) The following courses in 19 TAC 120 (relating to essential knowledge and skills for Business Education): Business Computer Information Systems I or II, Business Computer Programming, Telecommunications and Networking, or Business Image Management and Multimedia; or	
	(3) The following courses in 19 TAC 123 (relating to essential knowledge and skills for Technology Education/Industrial Technology Education): Computer Applications, Technology Systems (modular computer laboratory-based), Communication Graphics (modular computer laboratory-based), or Computer Multimedia and Animation Technology.	
	Students entering ninth grade in the 2004-05 school year or thereafter may satisfy the Technology Applications requirement through the completion of three credits (for students participating in a coherent sequence of career and technology courses or who are enrolled in a Tech Prep high school plan of study) consisting of two or more state-approved career and technology courses in 19 TAC 119-125 and 127. Districts shall ensure that career and technology courses, including innovative courses, in a coherent sequence used to meet the technology applications credit are appropriate to collectively teach the knowledge skills founds in any of the approved courses listed in items (1)-(3), above. Students pursuing the technology applications option described in this paragraph must demonstrate proficiency in technology applications before beginning grade 11 through credit by examination as described in 19 TAC 74.14 (relating to Credit by Examination).	
	<b>Fine Arts</b>	<b>1</b>
	May be satisfied by any course listed in 19 TAC 117, Subchapter C (essential knowledge and skills for Fine Arts).	

	<b>Electives (Total)</b>	<b>4.5</b>
	May be selected from the list of courses approved by the SBOE for grades 9-12 as specified in 19 TAC 74.1 or 19 TAC 74.51(g), as applicable (relating to essential knowledge and skills for the Foundation and Enrichment Curriculum), state-approved innovative courses as specified in 19 TAC 74.27 (relating to Innovative Courses and Programs), Junior Reserve Officer Training Corps (JROTC) (1 to 4 credits), or Driver Education (0.5 credit).	
	A maximum of 3 credits of Reading I, II, or III for elective credit may be offered by local policy to identified students.	
	<b>Total Credits for Distinguished Achievement Program (Advanced High School Program)</b>	<b>26</b>

### Advanced Measures

A student also must achieve any combination of four of the following advanced measures. Original research/projects may not be used for more than two of the four advanced measures. The measures must focus on demonstrated student performance at the college or professional level. Student performance on advanced measures must be assessed through an external review process. The advanced measures are as follows:

1. An original research/project that is:
  - a. Judged by a panel of professionals in the field that is the focus of the project; or
  - b. Conducted under the direction of mentor(s) and reported to an appropriate audience; and
  - c. Related to the required curriculum set forth in 19 TAC 74.1 (relating to essential knowledge and skills).
2. Test data in which a student receives:
  - a. A score of three or above on the College Board Advanced Placement examination;
  - b. A score of four or above on an International Baccalaureate examination; or
  - c. A score on the PSAT that qualifies a student for recognition as a Commended Scholar or higher by the National Merit Scholarship Corporation; as part of the National Hispanic Scholar Program of the College Board; or as part of the National Achievement Scholarship Program for Outstanding Negro Students of the National Merit Scholarship Corporation. The PSAT score may count as only one advanced measure regardless of the number of honors received by the student.

3. A grade of 3.0 or higher in courses that count for college academic credit and in tech-prep articulated college courses.

19 TAC 74.44, 74.54

Substitutions/Alternatives

College Board Advanced Placement and International Baccalaureate courses may be substituted for requirements in appropriate academic areas. Credit may also be awarded without prior instruction through credit by examination. No other substitutions shall be allowed, except as allowed by State Board rule and local policy. 19 TAC 74.41(g), 74.24, 74.44(e), 74.54(e)

\* The Board may allow a student to substitute certain physical activities for the required credits in physical education, including the 0.5 credit for Foundations of Personal Fitness. Substitutions must be based on physical activity involved in drill team, marching band, and cheerleading during the fall semester; Junior Reserve Officer Training Corps (JROTC); athletics; Dance I-IV; and 2- or 3-credit career and technology work-based training courses. The District may award up to 2 credits for physical education for appropriate private or commercially sponsored physical activity programs conducted on or off campus, with approval by the Commissioner. 19 TAC 74.44, 74.54(b)(7)

# Lake Travis Independent School District

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## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	First Reading Investment Policy CDA - Legal and Local
<b>RECOMMENDED ACTION</b>	Approval of First Reading
<b>RATIONALE</b>	Statute requires the Board of Trustees to review the district's investment policy on an annual basis. The policy emphasizes the safety of principal and liquidity as it provides guidance to investing district funds. No proposed changes are recommended to the district's investment policy. This policy provides strategies for investment of bond proceeds.
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Bob Hart 533-6016
<b>MEETING DATE</b>	January 23, 2006



LAKE  
TRAVIS  
INDEPENDENT  
SCHOOL  
DISTRICT

Lake Travis ISD  
227913

OTHER REVENUES:  
INVESTMENTS

CDA  
(LEGAL)

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

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

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

*Gov't Code 2256.005(b)*

**ANNUAL  
REVIEW**

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

**ANNUAL AUDIT**

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

**INVESTMENT  
STRATEGIES**

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

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

*Gov't Code 2256.005(d)*

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**INVESTMENT**

The Board shall designate one or more officers or employees as investment officer(s) to be

## OFFICER

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

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

INVESTMENT  
TRAINING

## INITIAL

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

WITHIN A  
TWO-YEAR  
PERIOD

The treasurer or chief financial officer and the investment officer must also attend an investment training session not less than once in a two-year period and receive not less than ten hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the Board or a designated investment committee advising the investment officer. If the District has contracted with another investing entity to invest the District's funds, this training requirement may be satisfied by having a Board officer attend four hours of appropriate instruction in a two-year period. *Gov't Code 2256.008(a), (b)*

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

STANDARD OF  
CARE

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

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

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

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

**PERSONAL  
INTEREST**

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

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

*Gov't Code 2256.005(i)*

**QUARTERLY  
REPORTS**

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

1. Contain a detailed description of the investment position of the District on the date of the report;
2. Be prepared jointly and signed by all District investment officers.
3. Contain a summary statement for each pooled fund group (i.e., each internally created fund in which one or more accounts are combined for investing purposes). The report must be prepared in compliance with generally accepted accounting principles and must state:
  - a. Beginning market value for the reporting period;
  - b. Additions and changes to the market value during the period;
  - c. Ending market value for the period; and
  - d. Fully accrued interest for the reporting period.
4. State the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested.
5. State the maturity date of each separately invested asset that has a maturity date.
6. State the account or fund or pooled group fund in the District for which each individual investment was acquired.
7. State the compliance of the investment portfolio of the District as it relates to the District's investment strategy expressed in the District's investment policy and relevant provisions of Government Code, Chapter 2256.

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

*Gov't Code 2256.023*

**SELECTION OF  
BROKER**

The Board or a designated investment committee, shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District. *Gov't Code 2256.025*<sup>78</sup>

**AUTHORIZED**

The Board may purchase, sell, and invest its funds and funds under its control in investments

## INVESTMENTS

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

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

The following investments are authorized:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities; direct obligations of the state of Texas or its agencies and instrumentalities; collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States; other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the state of Texas, the United States, or their respective agencies and instrumentalities; obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent; and bonds issued, assumed, or guaranteed by the state of Israel. *Gov't Code 2256.009(a)*

The following investments are not authorized:

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

*Gov't Code 2256.009(b)*

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

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

3. Fully collateralized repurchase agreements that have a defined termination date, are secured by obligations of the United States or its agencies and instrumentalities, are pledged to the District, held in the District's name, and deposited with the District or a third party selected and approved by the Board,

and placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas. The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by the District under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement. *Gov't Code 2256.011*

4. A securities lending program if:
  - a. The value of securities loaned is not less than 100 percent collateralized, including accrued income, and the loan allows for termination at any time;
  - b. The loan is secured by:
    1. Pledged securities described by Government Code 2256.009;
    2. Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
    3. Cash invested in accordance with Government Code 2256.009, 2256.013, 2256.014, or 2256.016;
  - c. The terms of the loan require that the securities being held as collateral be pledged to the investing entity, held in the investing entity's name, and deposited at the time the investment is made with the entity or with a third party selected by or approved by the investing entity; and
  - d. The loan is placed through a primary government securities dealer or a financial institution doing business in this state.

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

*Gov't Code 2256.0115*

5. Banker's acceptance, with a stated maturity of 270 days or fewer from the date of issuance that will be liquidated in full at maturity, which is eligible for collateral for borrowing from a Federal Reserve Bank, and is accepted by a bank meeting the requirements of Government Code 2256.012(4). *Gov't Code 2256.012*
6. Commercial paper that has a stated maturity of 270 days or fewer from the date of issuance and is rated not less than A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies or by one nationally recognized credit rating agency provided the commercial paper is fully secured by an irrevocable letter of credit issued by a bank organized and existing under U.S. law or the law of any state. *Gov't Code 2256.013*
7. No-load money market mutual funds that:
  - a. Are registered with and regulated by the Securities and Exchange Commission;
  - b. Provide the District with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.);
  - c. Have a dollar-weighted average stated maturity of 90 days or fewer; and
  - d. Include in their investment objectives the maintenance of a stable net asset value of \$1 for each share.

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

8. No-load mutual funds<sup>80</sup> that:
  - a. Are registered with the Securities and Exchange Commission;

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

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

*Gov't Code 2256.014*

- 9. A guaranteed investment contract, as an investment vehicle for bond proceeds, if the guaranteed investment contract:
  - a. Has a defined termination date.
  - b. Is secured by obligations described by Government Code Section 2256.009(a) (1), excluding those obligations described by Section 2256.009(b), in an amount at least equal to the amount of bond proceeds invested under the contract.
  - c. Is pledged to the District and deposited with the District or with a third party selected and approved by the District.

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

To be eligible as an authorized investment:

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

*Gov't Code 2256.015*

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

CHANGE IN  
LAW

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

SELLERS OF  
INVESTMENTS

A written copy of the investment policy shall be presented to any person offering to engage in an investment transaction with an investing entity or to an investment management firm under contract with an investing entity to invest or manage the entity's investment portfolio. For purposes of this policy, a business organization includes investment pools and an

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

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

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

*Gov't Code 2256.005*

#### DONATIONS

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

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

#### ELECTRONIC FUNDS TRANSFER

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

DATE ISSUED: 09/30/2003

UPDATE 71

CDA(LEGAL)-P

**This online presentation of your district's policy is an electronic representation of TASB's record of the district's currently adopted policy manual. It does not reflect updating activities in progress. The official, authoritative manual is available for inspection in the office of the Superintendent. [See BF (LOCAL) for further information.]**

Lake Travis ISD  
227913

OTHER REVENUES:  
INVESTMENTS

CDA  
(LOCAL)

INVESTMENT  
AUTHORITY

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

APPROVED  
INVESTMENT  
INSTRUMENTS

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

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

SAFETY AND  
INVESTMENT  
MANAGEMENT

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

LIQUIDITY AND  
MATURITY

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

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

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

MONITORING  
MARKET PRICES

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant declines in the market value of the District's investment portfolio.

Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisors, and representatives/advisors of investment pools or money market funds. Monitoring shall be done at least quarterly as required by law, and more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

FUNDS / STRATEGIES	Investments of the following fund categories shall be consistent with this policy and in accordance with the strategy defined below.
OPERATING FUNDS	Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
AGENCY FUNDS	Investment strategies for agency funds shall have as their objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
DEBT SERVICE FUNDS	Investment strategies for debt service funds shall have as their objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.
CAPITAL PROJECTS	Investment strategies for capital project funds shall have as their objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.
SAFEKEEPING AND CUSTODY	The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.
BROKERS / DEALERS	Prior to handling investments on behalf of the District, brokers/dealers must submit required written documents in accordance with law. [See SELLERS OF INVESTMENTS, CDA (LEGAL)] Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the National Association of Securities Dealers.
SOLICITING BIDS FOR CD'S	In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.
INTERNAL CONTROLS	A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include: <ol style="list-style-type: none"> <li>1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.</li> <li>2. Avoidance of collusion.</li> <li>3. Custodial safekeeping.</li> <li>4. Clear delegation of authority.</li> <li>5. Written confirmation of telephone transactions.</li> <li>6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.</li> <li>7. Avoidance of bearer-form securities.</li> </ol> <p>These controls shall be reviewed by the District's independent auditing firm.</p>
PORTFOLIO REPORT	In addition to the quarterly report required by law and signed by the District's investment officer, a comprehensive report on the investment program and investment activity shall be

presented annually to the Board. This report shall include a performance evaluation that may include, but not be limited to, comparisons to 91-day U.S. Treasury Bills, six month U.S. Treasury Bills, the Fed Fund rate, the Lehman bond index, and rates from investment pools. The annual report shall include a review of the activities and total yield for the preceding 12 months, suggest policies, strategies, and improvements that might enhance the investment program, and propose an investment plan for the ensuing year.

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DATE ISSUED: 03/29/2004

LDU-13-04

CDA(LOCAL)-X

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**This online presentation of your district's policy is an electronic representation of TASB's record of the district's currently adopted policy manual. It does not reflect updating activities in progress. The official, authoritative manual is available for inspection in the office of the Superintendent. [See BF (LOCAL) for further information.]**

# Lake Travis Independent School District

3322 Ranch Road 620 South, Austin, Texas 78738  
512.533.6019 (phone) · 512.533.6003 (fax)  
www.laketravis.txed.net

## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	Qualified Brokers and Dealers List
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	Annually, the Board of Trustees is required to approve a list of qualified brokers and dealers that are authorized to engage in investment transactions with the district. The attached list includes the same firms as previously approved.
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Bob Hart 533-6016
<b>MEETING DATE</b>	January 23, 2006



LAKE  
TRAVIS  
INDEPENDENT  
SCHOOL  
DISTRICT

## **Investment Brokers and Dealers**

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

A. J. Capital  
First Southwest Company  
Morgan Keegan  
Coastal Securities  
Salomon Smith Barney  
Merrill Lynch  
A. G. Edwards  
RBC Dain Rauscher  
Wells Fargo Brokerage Services

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## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	Investment Trainers
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	Sources of investment training must be approved by the Board of Trustees. The list has added one additional firm to the current approved list. The new firm is Tracs Financial, LLC.
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Bob Hart 533-6016
<b>MEETING DATE</b>	January 23, 2006



LAKE  
TRAVIS  
INDEPENDENT  
SCHOOL  
DISTRICT

## **Independent Sources of Investment Training**

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

- Texas Association of School Business Officials (TASBO)
- Texas Association of School Boards
- Texas Association of School Administrators
- TexPool
- Local Government Investment Cooperative
- First Southwest Company
- MBIA Municipal Investors Service Corporation
- Texas Tech University
- Southwest Securities
- Wells Fargo Brokerage Services
- Tracs Financial LLC

# Lake Travis Independent School District

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## SCHOOL BOARD AGENDA ITEM SUMMARY

<b>SUBJECT</b>	Approve financials for December 2005
<b>RECOMMENDED ACTION</b>	Approval
<b>RATIONALE</b>	To provide financial updates to the board and community reflecting the current financial position of the school district.
<b>COMMITTEE CONSIDERATION</b>	None
<b>BUDGET PROVISIONS</b>	None
<b>RESOURCE PERSONNEL</b>	Bob Hart 533-6016
<b>MEETING DATE</b>	January 23, 3006



LAKE  
TRAVIS  
INDEPENDENT  
SCHOOL  
DISTRICT

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

12/31/05	CURRENT YEAR			PRIOR YEAR		
REVENUES	BUDGET	ACTUAL	BALANCE	PERCENT OF BUDGET	CUMULATIVE ACTUAL	PERCENT OF ACTUAL TOT.
5711 CURRENT YEAR TAX REV.	\$ 49,495,453	\$ 23,515,949	\$ 25,979,504	47.51%	\$ 20,510,365	42.93%
57XX OTHER LOC. REVENUES	3,405,350	1,065,891	2,339,459	31.30%	921,080	51.34%
5800 STATE PROG. REVENUE	3,628,000	1,450,753	2,177,247	39.99%	1,445,582	40.01%
5900 FEDERAL REVENUE	11,000	3,916	7,084	35.60%	1,823	8.25%
	-----	-----	-----	-----	-----	-----
TOTAL REVENUE	\$ 56,539,803	\$ 26,036,509	\$ 30,503,294	46.05%	\$ 22,878,850	43.00%
EXPENDITURES						
11 INSTRUCTION	\$ 19,754,132	\$ 6,587,715	\$ 13,166,417	33.35%	\$ 5,984,553	32.74%
12 INSTR'L RESOURCES	490,171	164,647	325,524	33.59%	139,642	33.71%
13 STAFF DEVELOPMENT	278,699	93,934	184,765	33.70%	18,478	11.44%
21 INSTRUCTIONAL ADM.	409,117	135,869	273,248	33.21%	158,108	40.78%
23 SCHOOL ADMIN.	1,929,025	654,063	1,274,962	33.91%	547,783	33.56%
31 GUID. & COUNSELING	862,444	279,336	583,108	32.39%	230,845	28.91%
33 HEALTH SERVICE	309,004	108,137	200,867	35.00%	85,251	33.83%
34 TRANSPORTATION	1,552,559	496,067	1,056,492	31.95%	474,240	37.12%
35 FOOD SERVICE	35,000	9,228	25,772	26.37%	5,994	23.80%
36 CO-CURRICULAR ACT.	1,147,062	372,364	774,698	32.46%	340,766	34.13%
41 GENERAL ADMIN.	1,657,496	692,218	965,278	41.76%	490,602	33.09%
51 PLANT & MAINT OPER.	4,231,920	1,504,200	2,727,720	35.54%	1,274,238	37.82%
52 SECURITY	191,246	50,379	140,867	26.34%	42,748	31.23%
53 NON-INSTR'L D.P.	508,181	247,609	260,572	48.72%	228,632	52.16%
61 COMMUNITY SERVICES	604,452	206,241	398,211	34.12%	166,595	29.71%
71 DEBT SERVICE	15,000	0	15,000	0.00%	0	0.00%
81 FACILITIES/CONSTRUCTION	5,000	30,441	(25,441)	0.00%	0	0.00%
91 STATE TRANSFERS	24,469,000	0	24,469,000	0.00%	0	0.00%
92 INCREMENTAL COST WADA	140,000	0	140,000	0.00%	0	0.00%
93 SPEC. ED TRF-REG. DAY	15,000	0	15,000	0.00%	0	0.00%
95 JJAEP TRANSFER PYMTS	15,000	0	15,000	0.00%	0	0.00%
	-----	-----	-----	-----	-----	-----
TOTAL EXPENDITURES	\$ 58,619,508	\$ 11,632,448	\$ 46,987,060	19.84%	\$ 10,188,474	19.33%
OTHER RESOURCES AND (USES)						
7990 OTHER RESOURCES	\$ 580,000	\$ 0	\$ 580,000	0.00%	\$ 0	0.00%
8990 OTHER USES	0	0	0	0.00%	0	0.00%
8911 TRANSFERS-OUT	292,200	0	292,200	0.00%	0	0.00%
	-----	-----	-----	-----	-----	-----
TOTAL RESOURCES & USES	\$ 287,800	\$ 0	\$ 872,200	0.00%	\$ 0	0.00%
1200 EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (1,791,905)	\$ 14,404,061			12,690,375	
3000 BEG. FUND BAL. 9/01/05	12,060,680					
	-----					
3000 END. FUND BAL, 8/31/06	\$ 10,268,775					
	-----					
3111 RESERVED FUND BALANCE	226,550					
3251 UNRESERVED FUND BALANCE	10,042,225					

LAKE TRAVIS ISD  
 COMBINED INTERIM BALANCE SHEET - ALL FUND TYPES  
 AS OF: DECEMBER 31, 2005

		GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND	CAPITAL PROJECTS FUNDS	INTERNAL SVC TRUST & AGENCY FUNDS	TOTAL FUNDS
<b>ASSETS</b>							
1101-02	Cash	\$ 635,626	\$ 145,910	\$ 463,061	\$ 191,935	\$ 441,709	\$ 1,878,240
1103-20	Temporary Investments	27,484,846		6,447,423	2,873,425	326,350	37,132,045
	Total Cash & Investments	\$ 28,120,472	\$ 145,910	\$ 6,910,484	\$ 3,065,360	\$ 768,059	\$ 39,010,285
1210	Property Taxes-Current	27,520,311		5,513,312			33,033,623
1220	Property Taxes-Delinquent	1,360,064		268,755			1,628,819
1230	Allowance-Uncollected Taxes	(273,301)		(71,395)			(344,696)
1240	Due From Federal Agencies	120,738	15,573				136,311
1250	Sundry Receivables	709	(32)			507	1,184
1260	Due From Funds	189,604	64,737			1,933	256,274
1280	Due From Other Funds					473,413	473,413
1290	Other Receivables		1,800				1,800
	Total Receivables	\$ 28,918,125	\$ 82,078	\$ 5,710,672	\$ -	\$ 475,853	\$ 35,186,728
1400	Other Current Assets	(109,946)	(15,536)				(125,482)
	TOTAL ASSETS	\$ 56,928,651	\$ 212,452	\$ 12,621,156	\$ 3,065,360	\$ 1,243,912	\$ 74,071,531
<b>RESOURCES</b>							
5010	Estimated Revenue	\$ 57,119,803	\$ 4,317,502	\$ 10,223,161	\$ 258,535	\$ 374,820	\$ 72,293,821
5030	Less: Realized Revenue	(26,036,511)	(796,574)	(4,831,162)	(150,497)	(4,791)	(31,819,535)
5000	Revenues to be Received	\$ 31,083,292	\$ 3,520,928	\$ 5,391,999	\$ 108,038	\$ 370,029	\$ 40,474,286
	TOTAL ASSETS & RESOURCES	\$ 88,011,943	\$ 3,733,380	\$ 18,013,155	\$ 3,173,398	\$ 1,613,941	\$ 114,545,817
<b>LIABILITIES</b>							
2110	Accounts Payable	\$ 13,876	\$ 4,706		\$ 90	\$ 471,925	\$ 490,597
2120	Loans and Leases Payable						-
2160	Accrued Wages Payable	1,809,198	59,276				1,868,474
2170	Due To Other Funds	333	2,052		116,710	72,835	191,930
2180	Due To Other Govt's	33,427	(2,713)				30,714
2140	Interest Payables						-
2150	Payroll Deduct & Withhold					328,862	328,862
	Total Current Payables	\$ 1,856,834	\$ 63,321	\$ -	\$ 116,800	\$ 873,622	\$ 2,910,577
2210	Accrued Expenses					148,539	148,539
2300	Deferred Revenue	28,607,074		5,710,672			34,317,746
	TOTAL LIABILITIES	\$ 30,463,908	\$ 63,321	\$ 5,710,672	\$ 116,800	\$ 1,022,161	\$ 37,376,862
<b>FUND EQUITY</b>							
6010	Appropriations	\$ 58,911,707	\$ 4,615,563	\$ 10,223,161	\$ 5,083,838	\$ 374,820	\$ 79,209,089
6050	Less: Expenditures	(11,632,447)	(1,323,034)	(343)	(2,535,084)	(73,385)	(15,564,293)
6030	Encumbrances	(132,589)	(53,516)		(201,089)		(387,194)
	Available Appropriations	\$ 47,146,671	\$ 3,239,013	\$ 10,222,818	\$ 2,347,665	\$ 301,435	\$ 63,257,602
4310	Reserve For Encumbrance	132,589	53,516		201,089		387,194
3600	Unreserved Fund Balance	10,042,225	377,530	2,079,665	507,844	290,345	13,297,609
3590	Reserved Fund Balance	226,550					226,550
	TOTAL LIAB. & FUND EQUITY	\$ 88,011,943	\$ 3,733,380	\$ 18,013,155	\$ 3,173,398	\$ 1,613,941	\$ 114,545,817

SUMMARY OF TAX COLLECTIONS  
AS OF DECEMBER 31, 2005

2005-06 Original Tax Levy .....	\$ 61,536,505.30
Delinquent Taxes as of 8/31/05 .....	2,118,708.05
<hr/>	
Total Receivables for 2005-06 .....	\$ 63,655,213.35
Current Year Adjustments .....	(275,905.36)
Prior Year Adjustments .....	(42,543.94)
<hr/>	
Adjusted Receivables.....	\$ 63,336,764.05
Total Net Collections To Date .....	(28,674,322.13)
<hr/>	
Outstanding Receivables as of ..... 12/31/2005	\$ 34,662,441.92
	=====

SUMMARY OF BUDGETED COLLECTIONS	BUDGETED	NET COLLECTED	BUDGETED VARIANCE	% OF BUDGET COLLECTED
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Maintenance - Current Tax	\$ 49,495,353.00	\$ 23,515,948.97	\$ 25,979,404.03	47.51%
Maintenance - Prior Year Tax	850,000.00	370,607.52	479,392.48	43.60%
Maintenance - Penalties & Interest	525,000.00	98,157.89	426,842.11	18.70%
	<hr/>	<hr/>	<hr/>	<hr/>
Sub-total	\$ 50,870,353.00	\$ 23,984,714.38	\$ 26,885,638.62	47.15%
	=====	=====	=====	=====
Debt Service - Current Tax	\$ 9,915,161.00	\$ 4,711,028.44	\$ 5,204,132.56	47.51%
Debt Service - Prior Year Tax	150,000.00	76,737.20	73,262.80	51.16%
Debt Service - Penalties & Interest	100,000.00	21,686.82	78,313.18	21.69%
	<hr/>	<hr/>	<hr/>	<hr/>
Sub-total	\$ 10,165,161.00	\$ 4,809,452.46	\$ 5,355,708.54	47.31%
	=====	=====	=====	=====
Total Collections	\$ 61,035,514.00	\$ 28,794,166.84	\$ 32,241,347.16	47.18%
	=====	=====	=====	=====

Tax Collection Comparison with 2004-05 (adjusted tax roll)	2005-06	2004-05
<hr/>		
Percent of Current Year Taxes Collected	46.08%	43.35%
Percent of Total Taxes Collected	46.81%	44.05%
Percent of Total Taxes and P & I Collected	47.00%	44.26%

Comparison based on original tax roll		
<hr/>		
Percent of Current Year Taxes Collected	45.87%	43.20%
Percent of Total Taxes Collected	46.60%	43.90%
Percent of Total Taxes and P & I Collected	46.79%	44.10%