

**Notice of Regular  
Board of Trustees  
January 20, 2015**

A Regular of the Board of Trustees will be held on January 20, 2015, beginning at 7:00 PM, in the Administration Building, 400 East Loop 340, Waco, TX 76705.

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 same order as shown on this meeting notice. For more information about public comment, see Policy BED. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- I. Roll Call, Establishment of Quorum, and Call to Order -- Board President
- II. Opening Ceremony -- Board President
- III. Consider Listing of Agenda Items -- Board President
- IV. Recognition Items -- Board President and Dr. Sharon M. Shields
  - A. School Board Recognition Month -- Dr. Sharon M. Shields
- V. Public Participation -- Board President
- VI. Special Reports -- Board President
  - A. Superintendent's Report -- Dr. Sharon M. Shields
    - 1. La Vega Pirates Education Foundation Update -- Dr. Sharon M. Shields
    - 2. Student Enrollment Update -- Dr. Sharon M. Shields
    - 3. Calendar of Events -- Dr. Sharon M. Shields
    - 4. Leadership Team Times -- Dr. Sharon M. Shields
  - B. Review Data from the Navigating the High C's Critical Connections to College Project -- Dr. Charla Rudd
  - C. Campus Support Staff Salary Study -- Dr. Valerie Baxter
  - D. Review of the La Vega ISD Emergency Operation Plan -- Dr. Sharon M. Shields
- VII. Consider Consent Agenda Items -- Board President
  - A. Minutes for Meetings Held -- Ms. Lori Mynarcik
  - B. Monthly Tax Collection Report -- Ms. Diane Roepke
  - C. Budget Amendments -- Ms. Diane Roepke
  - D. Personnel Items -- Dr. Valerie Baxter
    - 1. Contract Recommendations / Renewals, Resignations, Job Descriptions(s) or Revisions to Job Description(s), and Revisions to Paygrade Chart -- Dr. Valerie Baxter
  - E. Public Education Grant (PEG) Report -- Dr. Charla Rudd
  - F. Texas Association of School Boards (TASB) Policy Manual Update 101 -- Dr. Valerie Baxter
    - 1. BE(LOCAL): Board Meetings -- Dr. Valerie Baxter
    - 2. CH(LOCAL): Purchasing and Acquisition -- Dr. Valerie Baxter
    - 3. DGBA(LOCAL): Personnel-Management Relations - Employee Complaints/Grievances -- Dr. Valerie Baxter
    - 4. EB(LOCAL): School Year -- Dr. Valerie Baxter
    - 5. FFG(LOCAL): Student Welfare - Child Abuse and Neglect -- Dr. Valerie Baxter
    - 6. FMG(LOCAL): Student Activities - Travel -- Dr. Valerie Baxter
    - 7. FNG(LOCAL): Student Rights and Responsibilities - Student and Parent Complaints/Grievances -- Dr. Valerie Baxter

- 8. GF(LOCAL): Public Complaints -- Dr. Valerie Baxter
- G. Quarterly Investment Report -- Ms. Diane Roepke
- H. Consider 2015 Board Goals and Objectives -- Board President and Dr. Sharon M. Shields
- VIII. Action and Discussion Items -- Board President
  - A. Consider Monthly Budget Analysis Report -- Ms. Diane Roepke
  - B. Consider Proposal to Enter a Collective Project (Project RISE) with the Center for Learning and Development -- Dr. Charla Rudd
  - C. Consider Superintendent's Contract Extension, Salary, and Benefits -- Board President
- IX. Closed Meeting -- Board President
  - A. Superintendent's Evaluation - Texas Government Code 551.074 -- Dr. Sharon M. Shields
  - B. Superintendent's Contract Extension, Salary, and Benefits - Texas Government Code 551.074 -- Board President
  - C. Personnel Matters - Texas Government Code 551.074 -- Board President and Dr. Sharon M. Shields
- X. Adjournment -- Board President

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See TASB Policy BEC(LEGAL)]

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For the Board of Trustees

**ROLL CALL, ESTABLISHMENT OF QUORUM, AND CALL TO ORDER**

The meeting was called to order at \_\_\_\_\_ m.

Board of Trustees Members Present: \_\_\_\_\_

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Board of Trustees Members Absent: \_\_\_\_\_

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School Personnel Present: \_\_\_\_\_

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Others Present: \_\_\_\_\_

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**BOARD PRESIDENT:**

**THE OPENING CEREMONY CONSISTING OF THE PLEDGE OF ALLEGIANCE**

**TO THE AMERICAN FLAG AND TO THE TEXAS FLAG WILL BE PROVIDED BY:**

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(NAME, TITLE, POSITION, LVISD CAMPUS/DEPT.)



**PLEDGE TO UNITED STATES FLAG. I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.**



**PLEDGE TO TEXAS FLAG: "Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."**

**CONSIDER LISTING OF AGENDA ITEMS**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Dr. Sharon M. Shields and Board President

Background Information:

Board Members are asked to review the listing of agenda items.

Fiscal Implication:

N/A

Administrative Recommendation:

N/A

Motion:

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Second:

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For:

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Against

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Abstain:

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**CONSENT AGENDA ITEMS**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

N/A

Background Information:

The consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

Fiscal Implication:

N/A

Administrative Recommendation:

N/A

Motion:

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Second:

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For:

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Against

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Abstain:

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**Minutes for Meeting(s) Held**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Dr. Sharon M. Shields or Ms. Lori Mynarcik

Background Information:

The Board shall prepare and retain minutes or make a tape recording of each of its open meetings. The minutes shall state the subject matter of each deliberation and shall indicate each vote, order, decision, or other action taken by the Board. The minutes or tapes are public records and shall be made available for public inspection and copying on request to the Superintendent or designee.

Fiscal Implication:

None.

Administrative Recommendation:

Board review and approval.

Motion:

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Second:

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For:

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Against:

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Abstain:

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**Monthly Tax Collection Recap and Report**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Ms. Diane Roepke

Background Information:

The District contracts with the McLennan County Tax Office for the collection of the current and delinquent taxes and penalty and interest on those taxes. As part of this service, the Tax Office supplies the District with a monthly cumulative summary of taxes and penalty and interest collected. Attached the Board will find the monthly tax collection recap and report prepared by the Business Office. This report has been reconciled with the summary report received from the tax office.

Fiscal Implication:

N/A

Administrative Recommendation:

It is recommended that the Board approve the Monthly Tax Collection Recap and Report as submitted.

Motion:

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Second:

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For:

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Against:

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Abstain:

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**Personnel Resignations, Contract Renewals, Contract Recommendations, Job Description(s) or Revisions to Job Description(s), and Paygrade Chart or Revisions to Paygrade Chart**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

*Note: There were no personnel items pending board approval at the time the agenda was posted.*

Contact Person:

Dr. Valerie Baxter

Background Information:

Board Members approve the resignations of all professional personnel.

The Board of Trustees of any independent school district may employ by contract a superintendent, a principal or principals, teachers, or other executive officers for a term not to exceed the maximum specified in this section. In those independent school districts with a scholastic population of fewer than 5,000, the term of such contracts shall not exceed three years.

The personnel department, campus principals, and management teams interview and check references on each applicant who makes application to become a member of the staff of the La Vega Independent School District.

The Board of Trustees must approve revisions to the LVISD Job Description Manual.

Fiscal Implication:

Personnel salaries are a budgeted item.

Administrative Recommendation:

Board approval of the resignations, contract renewals, contract recommendations, job descriptions or revisions to job descriptions, and revisions to the Paygrade Chart as presented.

Motion:

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Second:

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For:

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Against:

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Abstain:

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**Monthly Budget Analysis Report**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Ms. Diane Roepke

Background Information:

The District compiles and reports revenue and expenditure data for all funds on a monthly basis. The attached monthly budget analysis reports compare year-to-date revenue and expenditures to the same period from last fiscal year. Monthly budget analysis reports are presented for the General Operating Fund; Child Nutrition Fund; and, Debt Service Fund.

Fiscal Implication:

N/A

Administrative Recommendation:

It is recommended that the Board approve the Monthly Budget Analysis Reports as submitted.

Motion:

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Second:

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For:

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Against:

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Abstain:

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**CLOSED MEETING**

- A. Superintendent's Evaluation**
- B. Superintendent's Contract Extension, Salary, and Benefits**
- C. Personnel Matters**

Presented for:

Board action  Report/Review Only

Supporting documents:

None  Attached  Provided Later

Contact Person:

Dr. Sharon M. Shields and Board President

Background Information:

The Board may enter into a closed meeting after the following requirements have been met:

1. A quorum of the Board has first been convened in open meeting for which notice has been given.
2. The presiding officer has publicly announced in open meeting that a closed meeting will be held.
3. The presiding officer has identified the section or sections of the Open Meetings Act or other applicable statutes that authorize the holding of such closed meeting.

Fiscal Implication:

N/A

Administrative Recommendation:

N/A

A closed meeting was declared at \_\_\_\_\_ .m. on \_\_\_\_\_, 2015 to

discuss: \_\_\_\_\_

\_\_\_\_\_

The closed meeting ended at \_\_\_\_\_ .m. on \_\_\_\_\_, 2015.

**ADJOURNMENT**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

For: \_\_\_\_\_

Against: \_\_\_\_\_

Abstain: \_\_\_\_\_

Date and Time: \_\_\_\_\_