

**NOTICE OF BOARD [*STUDY*] SESSION**  
**APRIL 7, 2004**  
**7:45 A.M.**

**SESSION TOPICS**

- |                                     |            |
|-------------------------------------|------------|
| • Middle School Program             | 30 minutes |
| • Budget Development Progress       | 15 minutes |
| • Administrative Software Package   | 30 minutes |
| • Elementary Language Arts Enriched | 15 minutes |
| • Bond Project Update               | 30 minutes |
| • Public Comment                    | 15 minutes |

EANES INDEPENDENT SCHOOL DISTRICT  
BUDGET DEVELOPMENT CALENDAR  
2004 – 2005

JANUARY

- Budget Assumptions
- Instructional Ratios
- Preliminary Budget
- Demographic Study
- Preliminary Enrollment Projections

FEBRUARY

- Revised Enrollment Projections
- Final Budget Assumptions
- Preliminary Revenue Estimates
- Preliminary Expenses w/o Salary Increase
- Campus Staffing Plans (Due March 10<sup>th</sup>)

MARCH / APRIL

- Prepare Salary Schedule Scenarios
- Finalize Campus Staffing Plans
- Review Revenue and Expenditure Projections

MAY

- Appraisal Notices Mailed to Taxpayers
- Preliminary Tax Appraisal from Travis County Appraisal District
- Revised Revenue Estimates
- Revised Expenses per Revenue Estimates

JUNE

- Budget Workshop – June 14
- Budget Revisions

JULY

- Certified Tax Roll - July 25
- Calculation of Rollback Tax Rate & Required Debt Service Rate

AUGUST

- Final Budget Workshop & Decision on Tax Rate to Publish – August 9
- Publish Notice of Budget & Tax Hearing – August 12  
(at least 10 days prior to hearing)
- Budget and Tax Hearing – August 23
- Budget Adoption – August 25
- Tax Rate Adoption – August 25

Exhibit I

"Forecast" to Expenditure/Commitment Comparison

Eanes Independent School District  
 Reconciliation of 2001-2002 Bond Authority  
 As of February 29, 2004

		A	B	C	D	E
<i>BOND AUTHORITY OUTSTANDING AND ISSUED</i>		Forecast to Complete Work	Expenditures to date	Outstanding Commitments	Estimated Cost to Complete (uncommitted)	Total Commitments to date
Line Code	Project Description					
1	641 Eanes Elementary School					
2	Professional Services					
3	Construction/Improvements	132,269.80	126,584.80	5,685.00	0.00	132,269.80
4	FF&E	1,110,333.16	1,108,773.16	1,560.00	0.00	1,110,333.16
5	Contingency	9,833.38	9,833.38	0.00	0.00	9,833.38
6	Other (e.g., reimbursables, moving, permits, inspections)	0.00	0.00	0.00	0.00	0.00
7	Sub Total	1,092.48	1,092.48	0.00	0.00	1,092.48
		1,253,528.82	1,246,283.82	7,245.00	0.00	1,253,528.82
8	642 Cedar Creek Elementary School					
9	Professional Services					
10	Construction/Improvements	237,465.43	237,465.43	0.00	0.00	237,465.43
11	FF&E	2,414,780.20	2,409,887.70	4,892.50	0.00	2,414,780.20
12	Contingency	27,650.89	27,650.89	0.00	0.00	27,650.89
13	Other (e.g., reimbursables, moving, permits, inspections)	0.00	0.00	0.00	0.00	0.00
14	Sub Total	2,501.29	2,501.29	0.00	0.00	2,501.29
		2,682,397.81	2,677,505.31	4,892.50	0.00	2,682,397.81
15	643 Valley View Elementary School					
16	Professional Services					
17	Construction/Improvements	137,207.33	117,207.33	0.00	20,000.00	117,207.33
18	FF&E	1,617,445.92	1,614,618.42	2,827.50	0.00	1,617,445.92
19	Contingency	0.00	0.00	0.00	0.00	0.00
20	Other (e.g., reimbursables, moving, permits, inspections)	0.00	0.00	0.00	0.00	0.00
21	Sub Total	1,944.78	1,944.78	0.00	0.00	1,944.78
		1,756,598.03	1,733,770.53	2,827.50	20,000.00	1,736,598.03
644	Forest Trail Elementary School					
23	Professional Services					
24	Construction/Improvements	162,933.86	82,933.86	0.00	80,000.00	82,933.86
25	FF&E	1,448,315.84	544,901.09	3,414.75	900,000.00	548,315.84
26	Contingency	19,748.00	9,748.00	0.00	10,000.00	9,748.00
27	Other (e.g., reimbursables, moving, permits, inspections)	20,000.00	0.00	0.00	20,000.00	0.00
28	Sub Total	11,941.11	1,941.11	0.00	10,000.00	1,941.11
		1,662,938.81	639,524.06	3,414.75	1,020,000.00	642,938.81
29	645 Barton Creek Elementary School					
30	Professional Services					
31	Construction/Improvements	35,081.36	35,081.36	0.00	0.00	35,081.36
32	FF&E	539,469.89	536,207.39	3,262.50	0.00	539,469.89
33	Contingency	1,010.66	1,010.66	0.00	0.00	1,010.66
34	Other (e.g., reimbursables, moving, permits, inspections)	0.00	0.00	0.00	0.00	0.00
35	Sub Total	830.86	830.86	0.00	0.00	830.86
		576,392.77	573,130.27	3,262.50	0.00	576,392.77
630	Bridge Point Elementary School					
37	Professional Services					
38	Construction/Improvements	16,501.45	16,501.45	0.00	0.00	16,501.45
39	FF&E	61,057.34	57,207.59	3,849.75	0.00	61,057.34
40	Contingency	0.00	0.00	0.00	0.00	0.00
41	Other (e.g., reimbursables, moving, permits, inspections)	0.00	0.00	0.00	0.00	0.00
42	Sub Total	375.30	375.30	0.00	0.00	375.30
		77,934.09	74,084.34	3,849.75	0.00	77,934.09

Exhibit I  
**"Forecast" to Expenditure/Commitment Comparison**

Eanes Independent School District  
 Reconciliation of 2001-2002 Bond Authority  
 As of February 29, 2004

		A	B	C	D	E
<i>BOND AUTHORITY OUTSTANDING AND ISSUED</i>		Forecast to Complete Work	Expenditures to date	Outstanding Commitments	Estimated Cost to Complete (uncommitted)	Total Commitments to date
Line Code	Project Description					
43	639 Hill Country Middle School					
44	Professional Services					
45	Construction/Improvements	1,002,245.82	958,526.63	23,719.19	20,000.00	982,245.82
46	FF&E	10,446,662.07	10,298,525.24	36,753.48	111,383.35	10,335,278.72
47	Contingency	386,930.41	381,607.64	5,322.77	0.00	386,930.41
48	Other (e.g., reimbursables, moving, permits, inspections)	0.00	0.00	0.00	0.00	0.00
49	Sub Total	45,043.65	45,043.65	0.00	0.00	45,043.65
49	Sub Total	11,880,881.95	11,683,703.16	65,795.44	131,383.35	11,749,498.60
50	640 West Ridge Middle School					
51	Professional Services	469,706.51	441,496.76	28,209.75	0.00	469,706.51
52	Construction/Improvements	5,407,418.99	5,053,955.03	353,463.96	0.00	5,407,418.99
53	FF&E	285,262.22	283,141.47	2,120.75	0.00	285,262.22
54	Contingency	0.00	0.00	0.00	0.00	0.00
55	Other (e.g., reimbursables, moving, permits, inspections)	11,667.00	11,667.00	0.00	0.00	11,667.00
56	Sub Total	6,174,054.72	5,790,260.26	383,794.46	0.00	6,174,054.72
57	638 Westlake High School (including 9th Ctr)					
58	Professional Services	1,684,789.78	1,278,630.33	381,659.45	24,500.00	1,660,289.78
59	Construction/Improvements	21,783,220.73	1,757,119.38	20,026,101.35	0.00	21,783,220.73
60	FF&E	1,106,196.15	731,855.20	705.19	373,635.76	732,560.39
61	Contingency	300,000.00	0.00	0.00	300,000.00	0.00
62	Other (e.g., reimbursables, moving, permits, inspections)	31,078.91	31,078.91	0.00	0.00	31,078.91
63	Sub Total	24,905,285.57	3,798,683.82	20,408,465.99	698,135.76	24,207,149.81
65	638 Westlake High School (Stadium)					
65	Professional Services	489,891.00	489,891.00	0.00	0.00	489,891.00
66	Construction/Improvements	7,136,263.45	7,135,763.45	500.00	0.00	7,136,263.45
67	FF&E (includes P. Murray Technology)	27,543.85	27,543.85	0.00	0.00	27,543.85
68	Contingency	0.00	0.00	0.00	0.00	0.00
69	Other (e.g., reimbursables, moving, permits, inspections)	0.00	0.00	0.00	0.00	0.00
70	Sub Total	7,653,698.30	7,653,198.30	500.00	0.00	7,653,698.30
71	657 District Wide 657					
72	Professional Services	1,056,358.83	971,304.73	10,054.10	75,000.00	981,358.83
73	Construction/Improvements	41,570.40	37,437.90	4,132.50	0.00	41,570.40
74	FF&E	398,047.12	398,047.12	0.00	0.00	398,047.12
75	Contingency	0.00	0.00	0.00	0.00	0.00
76	Other (e.g., reimbursables, moving, permits, inspections)	1,899,172.95	1,895,287.37	3,885.58	0.00	1,899,172.95
77	Sub Total	3,395,149.30	3,302,077.12	18,072.18	75,000.00	3,320,149.30
78	657 District-Wide Technology/Video					
79	Professional Services	1,420.00	1,420.00	0.00	0.00	1,420.00
80	Construction/Improvements	2,438,417.18	2,397,857.08	40,560.10	0.00	2,438,417.18
81	FF&E	106,839.57	106,839.57	0.00	0.00	106,839.57
82	Paula Murray FF&E	1,500,000.00	819,254.16	0.00	680,745.84	819,254.16
83	Contingency	0.00	0.00	0.00	0.00	0.00
84	Other (e.g., reimbursables, moving, permits, inspections)	0.00	0.00	0.00	0.00	0.00
85	Sub Total	4,046,676.75	3,325,370.81	40,560.10	680,745.84	3,365,930.91
86	657 Miscellaneous Items					
87	Interest Revenue	1,600,000.00	0.00	0.00	1,600,000.00	0.00
88	Unallocated Projects	934,463.08	0.00	0.00	934,463.08	0.00
89	Sub Total	2,534,463.08	0.00	0.00	2,534,463.08	0.00
<b>Total Bond Program</b>		<b>68,600,000.00</b>	<b>42,497,591.80</b>	<b>20,942,680.17</b>	<b>5,159,728.03</b>	<b>63,440,271.97</b>

# **Administrative Software System Replacement Project**

## **April 2004 Update**

**Goal: To procure and implement new administrative software that facilitates data management for effective and efficient decision making**

### **Progress**

- ◆ Gathered input from District staff through 12 focus group meetings
- ◆ Gathered input from on-line survey and paper survey
- ◆ Reviewed other districts' software specifications from recent RFP's for administrative software
- ◆ Compiled draft specifications for Eanes ISD RFP
- ◆ Reviewed and refined specifications for software by District focus groups

### **Findings**

- ◆ Most of the District's current administrative software systems (CIMS) are reliable and adequate.
- ◆ The CIMS software is becoming obsolete and is difficult to learn.
- ◆ The interfaces with third party software products are not efficient or effective.
- ◆ The District needs better management software for Human Resources activities, test score analysis, student transcripts, and possibly student scheduling.

### **Next Steps**

- ◆ 2004-05 budgeting process will use the current system
- ◆ 2004-05 master scheduling will use the current system
- ◆ Specifications portion of the RFP are near completion
- ◆ RFP will be distributed in April
- ◆ Vendors will have 30 days to respond to RFPs and RFPs will be opened in May
- ◆ Top 4 vendors will be selected by a review committee consisting of district administrators, campus administrators, and campus and department support staff
- ◆ District site visits will be conducted during the summer
- ◆ Top vendors will submit an implementation plan and schedule including training for staff
- ◆ Recommendation for vendor selection will be made in September 2004

# DRAFT

## Enriched Language Arts Committee Recommendations for 2004-2005

The Enriched Language Arts Committee, made up of ELA teachers from each of the elementary schools, met on March 25, 2004 and made the following recommendations to the Superintendent and Board of Trustees. Four of the six elementary principals were also in attendance at the meeting.

Forest Trail Elementary School will pilot a program for admission to ELA using a rubric for teacher recommendation. A writing sample will be attached to the rubric of students that are recommended by the teacher. No testing will be done to admit students to ELA. The committee wanted this piloted to see how it works at one school before implementing the change district wide.

The other 5 schools will continue with testing for ELA. The committee tweaked the testing that will be used to enhance the validity of the test.

### **For 3<sup>rd</sup> graders going into 4<sup>th</sup> grade:**

- Parents must request in writing that their child be tested for ELA.
- Students will be tested in the areas of reading and writing.
- Teachers will complete a rubric on any student who is being tested.
- Students receiving an overall score of 80 and above will be placed in ELA
- Parents may appeal placement if students score between 70-79.

### **For 4<sup>th</sup> graders going into 5<sup>th</sup> grade:**

- Parents must request in writing that their child be tested for ELA.
- Students will be tested in the areas of reading and writing.
- Teachers will complete a rubric on any student who is being tested.
- Students receiving an overall score of 80 and above will be placed in ELA
- Parents may appeal placement if students score between 70-79.

A team of teachers from across the district will evaluate the writing from all schools. The teams will utilize the scoring rubric used to score TAKS writing tests. Two teachers will score a writing sample and if their ratings are different, a third teacher will evaluate the same writing.