



AGENDA

for the

Board Workshop Meeting

of the

Board of Trustees

**Tyler ISD Administration Building, Conference Room B, 1319 Earl
Campbell Parkway, Tyler, TX**

**June 8, 2017
11:00 AM**

NOTICE OF BOARD WORKSHOP MEETING OF THE TYLER INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Notice is hereby given that on Thursday, June 8, 2017, the Board of Trustees of the Tyler Independent School District will hold a Board Workshop meeting at 11:00 AM at the Tyler ISD Administration Building, Conference Room B, 1319 Earl Campbell Parkway, Tyler, TX. The subjects to be discussed are listed on the agenda which is attached to and made a part of this Notice.

Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring an accommodation for access to the meeting must notify the Tyler Independent School District by informing the district's ADA coordinator, in writing 24 hours prior to the scheduled meeting of the necessity of an accommodation. Upon receipt of this request, the district will furnish appropriate auxiliary aides and services when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the board meeting as nonhandicapped individuals enjoy.

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed or executive meeting or session of the Board of Trustees is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act.

Texas Government Code Section:

551.071	Private consultation with the board's attorney.
551.072	Discussing purchase, exchange, lease, or value of real property.
551.073	Discussing negotiated contracts for prospective gifts or donations.
551.074	Discussing personnel or to hear complaints against personnel.
551.076	Considering the deployment, specific occasions for, or implementation of, security personnel or devices.
551.082	Considering discipline of a public school child, or complaint or charge against personnel.
551.083	Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups.
551.084	Excluding witnesses from a hearing.

Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed or executive meeting, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

**TYLER INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES BOARD WORKSHOP MEETING**

**Thursday, June 8, 2017 11:00 AM
Tyler ISD Administration Building, Conference Room B, 1319 Earl Campbell
Parkway, Tyler, TX**

AGENDA

- I. Call to Order
- II. First Order of Business -- Announcement by the Chairman as to the presence of a quorum, that the meeting has been duly called and that notice of the meeting has been posted in the time and manner required.
- III. Budget Update 5
- IV. Internal Audit Services Update 17
- V. Internal Audit Committee 18
- VI. School Health Advisory Council (SHAC) Annual Report 19
- VII. Executive Session will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071 et seq. concerning any and all purposes permitted by the Act.
 - A. Texas Government Code Section 551.071 For the purpose of a private consultation with the board's attorney on all subjects or matter authorized by law.
 - I. When the governmental body seeks the advice of its attorney about pending or contemplated litigation or a settlement offer or
 - II. On a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.
 - III. Consider legal advice regarding personnel and related action items.
 - B. Texas Government Code Section 551.072 For the purpose of discussing purchase, exchange, lease, or value of real property.
 - I. Discussing purchase, exchange, lease, or value of real property.
 - C. Texas Government Code Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.
 - I. Consider accepting resignations of professional personnel.
 - a. Boulter Middle School Principal
 - b. Ramey Elementary School Principal
 - c. Jones Elementary School Principal
 - II. Consider hiring of professional personnel.
 - a. School Improvement Officer
 - b. Jones Elementary School Principal
 - III. Consider renewals, non-renewals and terminations of contracts for professional

personnel. (To deliberate the appointment, employment, evaluation, reassignment, duties, and contracts of employees.)

VIII. Reconvene from Executive Session

IX. Consider action on items discussed in Executive Session

A. Consider accepting resignations of professional personnel.

20

I. Boulter Middle School Principal

II. Ramey Elementary School Principal

III. Jones Elementary School Principal

B. Consider hiring of professional personnel.

I. School Improvement Officer

II. Jones Elementary School Principal

C. Consider renewals, non-renewals and terminations of contracts for professional personnel.

X. Adjournment

Subject: Budget Update

Information regarding the 2017-2018 proposed budget is included and will be presented for discussion at the meeting.

ACTION REQUIRED

Discussion only

CONTACT PERSONS

Marty Crawford, Ed. D.
Tosha Bjork

06-08-17

**Tyler Independent School District
Proposed General Fund Budget - Presented to Board June 8, 2017
2017-2018
Index**

	<u>Page #</u>
Budget Summary	1
Overtime/Extra Time	2
Campus Budgets	3
Operating Budgets	4-6
Operating Revenue Projection	7
Calculation of Current Year Levy	8
Proposed Reductions/Increases	9

**Tyler Independent School District
Proposed General Fund Budget - Presented to Board June 8, 2017
2017-2018**

Salary Expense

Salaries (including health insurance and medicare)	106,320,493
Stipends	2,175,000
Overtime and Extra Time (including benefits)	1,496,590
TRS on Behalf (expense equal)	6,600,000
Substitutes and benefits	1,125,000
Workers Compensation	825,000
Unemployment Compensation	75,000
Teacher Retirement-Above State minimum	2,875,000
	<u>121,492,083</u>

Other Expenditures:

Total Campus Budgets	1,720,329
Total Operating Budgets	22,435,602
Transfer to Preventive Maintenance Fund	2,294,729
	<u>26,450,660</u>
Total Budget	147,942,743
Total Revenue	147,942,744
Difference	<u><u>\$0</u></u>

**TYLER INDEPENDENT SCHOOL DISTRICT
OVERTIME/EXTRA TIME-non Campus Based
2017-2018**

	<u>2016-2017</u>	<u>Increase (Decrease)</u>	<u>2017-2018</u>
Substitute daily rate for retirees or resignations	150,000		150,000
Rentals of Facilities	25,000		25,000
Summer School-High Schools & Bilingual	130,000		130,000
Departments:			
Maintenance	25,000		25,000
Custodial-District needs	81,000		81,000
Transportation	1,042,000		1,042,000
Total before benefits	1,453,000	0	1,453,000
Benefits	43,590	0	43,590
Grand Total	1,496,590	0	1,496,590

**TYLER INDEPENDENT SCHOOL DISTRICT
CAMPUS BUDGETS
2017-2018 BUDGET**

<u>Organization</u>	<u>Org #</u>	<u>Projected # of Students</u>	<u>SEE NOTE</u>	<u>Budget Amount</u>
Elementary Schools: \$70.00 per student, or \$29,500 minimum				
Austin	101	440		30,800.00
Bell	102	482		33,740.00
Birdwell	103	536		37,520.00
Bonner	104	417		29,500.00
Clarkston	106	378		29,500.00
Dixie	107	630		44,100.00
Douglas	108	571		39,970.00
Owens	109	618		43,260.00
Caldwell	110	608		42,560.00
Griffin	111	654		45,780.00
Jones	112	365		29,500.00
Orr	114	635		44,450.00
Peete	115	296		29,500.00
Ramey	116	487		34,090.00
Rice	117	607		42,490.00
Woods	119	660		46,200.00
Jack	125	791		55,370.00
Subtotal		9,175		658,330.00
Middle Schools: \$80.85 per student, or \$33,000 minimum				
Boulter	041	839		67,833.15
Dogan	042	485		39,212.25
Hogg	043	381		33,000.00
Hubbard	044	523		42,284.55
Moore	045	823		66,539.55
Three Lakes	049	875		70,743.75
Subtotal		3,926		319,613.25
High Schools: \$136.00 per student				
Robert E Lee	001	2,350		319,600.00
John Tyler	003	2,151		292,536.00
Subtotal		4,501		612,136.00
Other				
Early College HS	006			45,000.00
RISE Academy HS	010			27,500.00
DAEP	909			27,500.00
Boshears	918			30,250.00
Subtotal - All Campuses		17,602		1,720,329.25

NOTE: The above per-pupil allotment was based on the numbers at the October snapshot or estimated enrollment from moves.
Feel free to change this on your allocation sheet based on your current estimates.
Please call if you have any questions.

**CAMPUS BUDGET ALLOCATIONS
2017-2018 BUDGET**

The allocations below will be used to support the educational program of the school. Each principal will distribute the allocation to the need assessments by function as determined by each school's CPOC committee.

Per-pupil Allotment

Elementary Schools (minimum \$29,500)	\$ 70.00	X	_____	=	_____
Middle Schools (minimum \$33,000)	\$ 80.85	X	_____	=	_____
High Schools	\$ 136.00	X	_____	=	_____
Other					_____

Principal's Signature

CPOC Member's Signature

Principal Supervisor's Signature

**TYLER INDEPENDENT SCHOOL DISTRICT
OPERATING BUDGETS
2017-2018 BUDGET**

<u>Org #</u>	<u>Department</u>	<u>2016-17</u>	<u>Additions</u>	<u>Reductions</u>	<u>Redirect To/From Salaries</u>	<u>To/From Depts.</u>	<u>2017-18</u>
	Administrative:						
701	Superintendent	30,000					30,000 Crawford
702	School Board	40,150					40,150 Crawford
701/702	Legal Fees-District	158,500					158,500 Crawford
740	Internal Auditor	3,396					3,396 Coker
726	Human Resources	83,155				10,000	93,155 Roy
728	Payroll	14,725					14,725 Fondren
729	Financial Services/Purchasing	27,505					27,505 Bjork
816	Title I-General fund expense	1,260					1,260 V. Jones
731	Textbooks/Fixed Assets	7,500					7,500 Little
739	Records Management	25,450					25,450 Roundtree
	Communications:						
732	Public Relations	91,923					91,923 Parnell
967	Cable Communications	34,551					34,551 Duitch
	Instruction:						
	Asst. Supt. of Schools:						
845	School Improvement	174,294				(10,000)	164,294 Sanchez
811	Graduation expense-high schools	20,000					20,000 Sanchez
835	UIL Academic Competition	15,000					15,000 Sanchez
699	Summer School Remediation	275,000					275,000 Sanchez
	Asst. Supt. Of C&I:						
807	Curriculum Alignment	212,963					212,963 Hanson
805	Target	103,621					103,621 Hittle
821	ELA/Literacy	108,959					108,959 Hanson
833	Science	110,299					110,299 Hanson
836	Social Studies	44,872					44,872 Hanson
839	Assessment & Accountability	123,901					123,901 Hanson
878	Mathematics	41,780					41,780 Hanson
876	Physical Education	20,520				4,480	25,000 Hanson
897	Professional Development	35,000					35,000 Hittle
899	Library Services	7,600					7,600 Hittle
948	Technology Education	17,304				(4,480)	12,824 Hittle
804	AVID	365,000					365,000 Brooks
806,832	Advanced Academics	264,929					264,929 G. Brown
838	Career & Technology	550,000					550,000 G. Brown
999	PSAT Testing	20,000					20,000 G. Brown
830	Head Start	5,000					5,000 Miles

**TYLER INDEPENDENT SCHOOL DISTRICT
OPERATING BUDGETS
2017-2018 BUDGET**

<u>Org. #</u>	<u>Department</u>	<u>2016-17</u>	<u>Additions</u>	<u>Reductions</u>	<u>Redirect To/From Salaries</u>	<u>To/From Depts.</u>	<u>2017-18</u>
834	Bilingual	200,556					Naranjo
808	Dyslexia Plan	20,694					George
893	Intervention	41,236					George
898	Homebound Teachers	7,568					George
895	Special Education	359,823			(45,000)		George - mandated program
	Extracurricular:						
873	Athletics	1,375,000	95,000				Priest
885	Fine Arts	721,600					Newton
	Facilities:						
935	Facilities Services	70,704					Loper
936	Facilities	1,912,485					Grant
937	Custodial	726,695					Ross
	Mgmt Info Services:						
946	Network Technology Svcs	759,801					Orbaugh
947	Technological Support	174,035					Orbaugh
948	Technology Education	484,981					Orbaugh
949	Management Info Services	325,544					Orbaugh
957	Technology Services	211,344					Orbaugh
953	Graphics	625,000					Orbaugh
896	IRC	40,560					Orbaugh
	Student Services:						
812	Student Services	13,250					J. Johnson
850	Counseling Services	35,000					Barber
940	Transportation	1,061,000					Bagert
940	Transportation-Bus purchases	750,000					Bagert
956	Security	166,738					Brown
961	Health Services	34,293					TBA
962	Attendance Officers	10,887					J. Johnson

**TYLER INDEPENDENT SCHOOL DISTRICT
OPERATING BUDGETS
2017-2018 BUDGET**

<u>Org #</u>	<u>Department</u>	<u>2016-17</u>	<u>Additions</u>	<u>Reductions</u>	<u>Redirect To/From Salaries</u>	<u>To/From Depts.</u>	<u>2017-18</u>
	Other:						
750	Audit Services	39,900	1,200				41,100 Per contract
703	Tax Collection	1,725,000	65,000				1,790,000 Per contract
750	Postage machine rental, etc.	25,000					25,000
999	School Improvement Support	559,972	46,579				606,551
999	Security Allotment	275,000					275,000
999	Furniture Allotment	175,000					175,000
999	Camp Tyler Estimated Tuition	425,000					425,000 Teacher stipends, subs also
999	Contingency	225,000					225,000
999	Crossing Guard Contract-COT	230,000					230,000 Per contract
999	East Texas Alarm-annual service	75,000					75,000 Per contract
999	SHARS Administration fee	175,000					175,000 Per contract
999	Juvenile Attention Center tuition	60,000					60,000 TISD Share of tuition-estimated
894	Deaf Education Tuition-RDSFD	340,000					340,000 TISD Share of tuition-estimated
999	Property & Casualty Insurance	950,000					950,000 Per contract-estimated
999	Travel/cocurricular trans. Fund	(575,000)	25,000				(550,000)
	Utilities	4,648,820		(268,820)			4,380,000
Various							
		22,516,643	232,779	(268,820)	(45,000)		22,435,602

**Tyler Independent School District
General Operating Revenue Projection
2017-2018**

	Projected 17-18	Adjusted 16-17	(decr) incr	Original 16-17
5719 Property Taxes-P&I	1,000,000	1,000,000	0	1,000,000
5729 Transportation Revenue	5,000	5,000	0	5,000
5739 Tuition-Summer School/PreK	108,000	108,000	0	108,000
5742 Interest income - general fund regular	550,000	550,000	250,000	300,000
5743 Rental-Caldwell	55,000	55,000	0	55,000
5743 Rental-Other District Facilities	100,000	100,000	0	100,000
5743 Rental-Mike Carter	15,000	15,000	0	15,000
5749 Miscellaneous	20,000	20,000	(25,000)	45,000
5749 Oil & Gas	5,000	5,000	(5,000)	10,000
5752 Athletic Activities	200,000	200,000	(10,000)	210,000
5752 Lee Fieldhouse	30,000	30,000	0	30,000
5759 Printshop Revenue	8,500	8,500	1,500	7,000
5769 Attendance Fines	500	500	(1,500)	2,000
5811 State Revenue - Available School Fund	3,420,008	6,599,275	(3,179,267)	6,599,275
5812 State Revenue - Foundation School Fund	44,618,293	41,950,266	2,458,064	42,160,229
5831 TRS on Behalf	6,600,000	6,600,000	0	6,600,000
5929 Indirect Cost Reimbursement-Federal Grants	300,000	300,000	140,000	160,000
5931 SHARS	2,400,000	2,400,000	(150,000)	2,550,000
5949 Indirect Cost Reimbursement - Direct Fed Grants	45,000	45,000	0	45,000
5949 E Rate Reimbursement	340,000	486,151	(60,000)	400,000
7912 Proceeds from Sale of Real and Personal Property	0	0	0	0
7915 Transfer from Playoff Fund for Turf repayment	85,000	85,000	0	85,000
7915 Transfer from Food Service/Other	350,000	350,000	(25,000)	375,000
	<u>60,255,301</u>	<u>60,912,692</u>	<u>(606,203)</u>	<u>60,861,504</u>
5711 Current year Property Tax Levy	87,687,443	84,141,076	3,546,367	84,141,076
	<u>147,942,744</u>	<u>145,053,768</u>	<u>2,940,164</u>	<u>145,002,580</u>

CPTD value 7,649,095,705

Local Revenue	90,219,443	60.98%
State Revenue	54,638,301	36.93%
Federal Revenue	3,085,000	2.08%

147,942,744

**TISD
CALCULATION OF CY LEVY
2017-2018**

Net Taxable Value	4.0% increase	7,649,095,705
Divided by 100		76,490,957
Collection rate	0.995	76,108,502
Current year rate		
Tax rate M&O	1.04	79,152,842
Over 65 and disabled levy		8,534,601
Total M&O		<u>87,687,443</u>
Tax rate I&S	0.335	27,779,603
Over 65 and disabled levy		2,931,360
Total I&S		<u>30,710,963</u>
Total rate	1.375	1.4050
Decrease from PY		0.0300
Over 65 and disabled levy		11,283,727

Current Levy 118,753,522

Tyler ISD	
2017-2018 Proposed Budget	
Proposed Reductions/Increases	Dollar Impact
Revenue Accounts	
State Funding increase (decrease)	(721,203)
Property tax increase (based on value increase)	3,546,367
Other miscellaneous revenue net increase (decrease)	(65,000)
Increase in Interest income	250,000
Increase in Federal indirect cost revenue	140,000
Decrease in SHARS revenue	(150,000)
Decrease in Erate reimbursement	(60,000)
Net Increase (Decrease) in Revenue	2,940,164
Payroll and Benefits Expenditures	
Raise for employees - \$1500 for teachers, 3% of midpoint for all other employees	2,450,000
Addition of 6 teachers at all grade levels due to enrollment increase/ECHS	300,000
	2,750,000
Instruction and Instructional Support	
Campus allotment increase (up to 10% in current year)	138,860
School Improvement support	46,579
	185,439
Other Departmental Budgets	
Increase in athletics for officials (pay schedule changed) and increased travel for 6A designation	95,000
Increase in audit contract	1,200
Decrease in utilities expense	(268,820)
Decrease in transportation extracurricular revenue	25,000
Tax assessment and collection services increase	65,000
Increase in Transfer to Preventive Maintenance Fund	87,345
	4,725
Total Expenditure Increases (net)	2,940,164
Remaining to Budget (Reduce)	(0)

Subject: Internal Audit Services Update

Information will be discussed at the meeting.

ACTION REQUIRED

Discussion only

CONTACT PERSON

Jan Coker

06-08-17

Subject: Internal Audit Committee

ACTION REQUIRED

Discussion only

CONTACT PERSON

Marty Crawford, Ed. D.

06-08-17

Subject: Annual School Health Advisory Council (SHAC) Committee Report

BACKGROUND INFORMATION

According to Education code – Chapter 28.004, Local School Health Advisory Council and Health Education Instruction, the Board of Trustees of each school district shall establish a local school health advisory council to assist the district in ensuring that local community values are reflected in the districts health education instruction.

ADMINISTRATIVE CONSIDERATION

The SHAC committee is composed of public school teachers, administrators, students, health care professionals, business community members, law enforcement, senior citizens, the clergy, and non-profit health organization members. The committee meets on a regular basis throughout the year and subcommittees are utilized as necessary.

ADMINISTRATIVE RECOMMENDATION

This annual report will describe the activities of the committee's work during the past year, recommendations, and plans for future consideration.

ACTION REQUIRED

Discussion only

CONTACT PERSONS

Rawly Sanchez
Johnita Martin

06-08-17

Subject: Personnel Actions

BACKGROUND INFORMATION

Personnel actions are as indicated.

ADMINISTRATIVE CONSIDERATIONS

Personnel appointments recommended for confirmation have met the employment prerequisites of the Tyler Independent School District. The candidates either hold valid certificates or such alternatives as specified by the Board. Proposed contract renewals for one year term contracts and one year non-certified contracts for administrators are also considered.

Recommendations for new appointments are based on interviews, references, adequacy of preparation, performance records and the Superintendent's approval.

The appointments, resignations, retirements, and non-renewals are subject to the approval of the Board of Trustees.

ADMINISTRATIVE RECOMMENDATION

The confirmation of personnel actions as indicated.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Sharon Roy

06-08-17

- I. The Administration recommends for Board approval to accept the resignations of the following Administrators:

Name	Position	Effective Date
Rodney Curry	Middle School Principal, Boulter	June 30, 2017
Lisa Schwartz	Elementary School Principal, Jones	June 23, 2017
Tremayna Thomas	Elementary School Principal, Ramey	June 23, 2017

06-08-17