

# EANES INDEPENDENT SCHOOL DISTRICT

## NOTICE OF BOARD [*STUDY*] SESSION

September 20, 2004

8:00 a.m.

Notice is hereby given that a Board Study Session for the Board of Trustees of the Eanes Independent School District will be held on Monday, September 20, 2004 starting at 8:00 a.m. in the Board Room located in the S. Don Rogers Administration Building, 601 Camp Craft Rd., Austin, 78746.

The subjects to be discussed are as follows. Items do not have to be taken in the same order as shown on the meeting notice.

### I. Session Topics

- District Goals & Objectives – 2004-05
- High School Graduation Plan/Program Change
- Monthly Business Services Report
- Review of Policy GKD (Local)
- Public Comment

**\*\*Westlake High Tour Following Meeting**

### II. Adjournment

Dated this the 16th day of September 2004

Eanes Independent School District

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Dr. Nola Wellman  
Superintendent of Schools

## SEPTEMBER BOARD MEETINGS

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### Topics for Board [*Study*] Sessions:

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#### September 20

- ~ Dist. Goals & Objectives - 04-05
- ~ High School Graduation Plan/Program Change
- ~ Monthly Business Services Report
- ~ Review of Policy GKD (Local)
- ~ Public Comments

**\*\*Westlake High Tour Following Meeting**

Eanes Independent School District

## District Improvement Plan 2004-2005

**Mission Statement:** The mission of the Eanes Independent School District is to graduate responsible, confident students prepared for college and challenging careers by providing rigorous academic programs and a wealth of growth opportunities delivered by highly qualified, dedicated professionals in partnership with home and community.

### District Long-Range Strategies

- Strategy I: We will acquire and provide the necessary community support, financial resources, communications systems and human resources to implement our strategic planning initiatives.*
- Strategy II: We will provide the appropriate facilities and infrastructure to successfully implement our instructional programs, co- and extra-curricular activities and support services.*
- Strategy III: We will develop, align and integrate our curriculum, assessment, staff development, instruction, technology, and support services to enable our district to achieve our objectives.*
- Strategy IV: We will mobilize EISD and the community at-large to develop and implement programs and support services that ensure students make healthy choices in a safe, secure and orderly environment free of drugs, alcohol and violence.*
- Strategy V: We will develop and implement programs that will enable and encourage our students to be come involved citizens through participation in co- and extra-curricular activities and public service endeavors.*

# DRAFT

Eanes ISD has:

1. More students achieving the commended performance level on the TAKS tests than the previous year.
  - Improve achievement in reading/language arts, math, science, and social studies.
  - Increase the number of students in the commended range by an average of 4% in math.
  - Develop a comprehensive plan for professional development that prepares our teachers to meet the needs of our students.
2. A safe learning environment
  - Review and enhance school-wide behavior expectations to teach and reinforce appropriate and respectful ways to treat other people and reduce bullying.
  - Review and practice on a regular basis safety and crisis plans.
3. A positive culture of teamwork that is motivating and inspirational.
  - Establish effective communication processes through multiple venues.
  - Establish systems for recognition, rewards, and celebrations of people and programs within the district.
  - Promote, highlight, and share successful teamwork models within the district.
4. A systematic and comprehensive planning and evaluation process
  - Review and revise the District Strategic Plan 2000-2005.
  - Review, update, and revise personnel evaluation procedures ensuring clear, written documents.
  - Adopt and implement a new administrative software solution for financial, human resources, and student information management.
  - Review and implement a program evaluation process in the Curriculum and Instruction Department, beginning with the Language Arts programs of: Westlake Writes, Eanes Multisensory Language Arts, and Enriched Language Arts.
  - Institute a long range facilities planning committee to review demographic trends and facilities/properties utilization for recommendations to the Board of Trustees.

5. Effectively and efficiently allocate our resources to meet the district's prioritized needs.
  - Review and revise budgeting processes and procedures.
  - Develop a FY2006 balanced budget which reduces expenditures with minimal impact on fund balance and instructional programs.
  - Receive the Revenue Generating Task Force report, prioritize recommendations for action, and implement recommendations in priority order.
  
6. The community's confidence and trust
  - Maximize quality, methods, and frequency of communication.
  - Enhance the district website and ensure information is timely and accurate.
  - Maximize opportunities to tell the great Eanes ISD message and promote student, staff and school accomplishments and successes.
  - Increase opportunities for parent participation through the District Leadership Team, Campus Leadership Teams, and other committees and task forces.
  - Engage the Board of Trustees and the Administrative Team in a review of Board Policies and administrative regulations.

**DRAFT**

# EANES INDEPENDENT SCHOOL DISTRICT

## Board Action #                      Approval of Monthly Business Services Reports

Date:            September 29, 2004

To:              Board of Trustees

From:           Superintendent

### Recommendation:

It is the Superintendent's recommendation that the Board of Trustees accept the Business Services reports for the month ended August 31, 2004.

### Pertinent Facts:

The Business Services reports presented are preliminary reports of activity through August 31, 2004. There are additional entries to be posted before the final closing of the books for the fiscal year which will be reflected in the audited financial statements to be presented to the Board in December 2004. The entries that are pending and are not yet reflected in these reports include the posting of August payroll accruals for the new school year, the posting of actual calculated amounts for TRS On-Behalf payments, the "near-final" calculations of state revenue, the final adjustments to the district's recapture payments, and the transfer of net revenue from the Community Education Fund to the General Fund.

The Business Services Reports Include:

- Combined Interim Balance Sheet – Governmental and Proprietary Funds
- Combined Interim Statement of Revenues and Expenditures – Governmental and Proprietary Funds
- Investment Report
- Tax Report
- Child Nutrition Financial Report
- Bond Project Cumulative Expenditure Report
- Budget Changes

Highlights of Financial Information for the Month:

- The cash and investment balance of all governmental and proprietary funds at 08-31-04 is \$41,716,674.
- The district has collected 100.46% of general fund budgeted revenues for the year.
- The district has expended 93.26% of budgeted operating expenditures for the year and 96.73% of budgeted total expenditures in the General Fund. Expenditures will increase when payroll accruals are posted for August.
- The weighted average yield on all investment pools for the month was 1.396%. The amount of interest earned on investments during the month of August was \$52,637.
- 99.09% of the current year tax levy has been collected compared to 98.31% in August 2003.

### Alternatives Considered:

No alternatives were considered.

## Credit Analysis of WHS Graduates

	2001	2003	2004	
Minimum Plan				
	353 of 534 = 66%	218 of 575 = 38%	147 of 578 = 25%	
Classes Missed				
World Geo./World Hist.	133	89	62	
Science	57	83	41	
Fine Arts	56	62	16	
Algebra II	22	23	14	
LOTE	-	37	24	
IEP Graduates				
	26 of 534 = 7.4%	17 of 575 = 3%	11 of 578 = 2%	

# INFORMATION FOR ALL STUDENTS AND PARENTS: THE CLASS OF 2005 AND BEYOND

## GRADUATION REQUIREMENTS for STUDENTS WHO ENTER THE 9TH GRADE IN 2001-2002 AND BEYOND

Students who entered the 9th grade in the 2001-2002 school year must choose their graduation plans from one of the three programs listed below.

There are three options for the graduation program which is designated on a student's transcript. The Regular program requires 22 credits while the Recommended and Distinguished Achievement programs require 24 credits. There are different course selections to be made within the required number of credits for each program.

### I. MINIMUM HIGH SCHOOL PROGRAM

English	4.0 credit units
Math: must include Algebra 1 and Geometry	3.0 credit units
Science: Biology and IPC. Chemistry, Chemistry PreAP, and Physics I or I BAP may substitute for IPC. The Physics is taken as the Academic elective	2.0 credit units
U.S. History	1.0 credit unit
World Geography or World History	1.0 credit unit
Government	0.5 credit unit
Economics	0.5 credit unit
Health	0.5 credit units
Physical Education (or substitute)	1.5 credit units
*Technology Applications: selected from courses in the State list for Technology Applications, Business Education and Technology Ed/Industrial Ed (for * see page 9)	1.0 credit unit
Speech: must be Communication Applications with no substitutions	0.5 credit unit
Required Academic Elective: must be selected from World History, World Geography or any State approved Science. If Chemistry was substituted for IPC, Physics must be the elective	1.0 credit unit
Electives: from State approved courses	5.5 credit units
<b>TOTAL</b>	<b>22.0 credit units</b>

### II. RECOMMENDED HIGH SCHOOL PROGRAM

<i>The State has established funds for eligible students graduating under the Recommended Program courses requirements</i>	
English	4.0 credit units
Math: must include Algebra 1, 2 and Geometry	3.0 credit units
Science: Biology. Remaining 2 must be chosen from IPC; Chemistry 1, 1PreAP or 1 PreAP/GT; or Physics 1, 1BAP with not more than one credit chosen from each of the science disciplines	3.0 credit units
World Geography	1.0 credit unit
World History	1.0 credit unit
U.S. History	1.0 credit unit
Government	0.5 credit unit
Economics	0.5 credit unit
Foreign Language: same language	2.0 credit units
Health	0.5 credit unit
Physical Education: or substitute	1.5 credit units
*Technology Applications: selected from courses in the State list for Technology Applications, Business Educations and Technology Ed/Industrial Ed (for * see page 9)	1.0 credit unit
Fine Arts: selected from Music, Drama, Dance or Art	1.0 credit unit
Speech: must be Communication Applications, no substitutions	0.5 credit unit
Electives: selected from any State approved course. Students are encouraged to study each of the four foundation areas every year in high school. The requirement of an option selected from an additional component has been dropped.	3.5 credit units
<b>TOTAL</b>	<b>24.0 credit units</b>

# INFORMATION FOR ALL STUDENTS AND PARENTS: THE CLASS OF 2005 AND BEYOND

## III. DISTINGUISHED ACHIEVEMENT PROGRAM

<b>English</b>	4.0 credit units
<b>Math:</b> must include Algebra 1,2 and Geometry	3.0 credit units
<b>Science:</b> Biology. Remaining 2 must be chosen from IPC; Chemistry 1, 1PreAP or 1 PreAP/GT; or Physics 1, 1BAP with not more than one credit chosen from each of the science disciplines	3.0 credit units
<b>World Geography</b>	1.0 credit unit
<b>World History</b>	1.0 credit unit
<b>U.S. History</b>	1.0 credit unit
<b>Government</b>	0.5 credit unit
<b>Economics</b>	0.5 credit unit
<b>Foreign Language:</b> same language 3.0 credit units	
<b>Health</b>	0.5 credit unit
<b>Physical Education:</b> or substitute	1.5 credit units
<b>*Technology Applications:</b> selected from courses in the State list for Technology Applications Business Educations and Technology Ed/Industrial Ed	1.0 credit unit
<b>Fine Arts:</b> selected from Music, Drama, Dance or Art	1.0 credit unit
<b>Speech:</b> must be selected from Communication Applications, no substitutions	0.5 credit unit
<b>Electives:</b> selected from any State approved course. Students are encouraged to study each of the four foundation areas every year in high school. The requirement of an option selected from an additional component has been dropped.	2.5 credit units
<b>TOTAL</b>	<b>24.0 credit units</b>

In addition to the 24 required credit units, students must complete appropriate advanced academic measures in order to graduate under the Distinguished High School Program. Any combination of 4 of the following advanced measures may be selected:

- a. a score of 3 or better on a College Board Advanced Placement examination
  - b. a score on the PSAT that qualifies a student for recognition as a Commended Scholar or higher by the National Merit Scholarship Corporation; as a part of the National Achievement Scholarship Program for Outstanding Negro Students of the National Merit Scholarship Corporation; or as a part of the National Hispanic Scholar Program of the College Board. ( Note: The PSAT score may count as only one advanced measure regardless of the number of honors received by the student.)
  - c. successful completion of an EISD approved dual credit course, taken at a preapproved college in the area of English, Science, Social Studies, Mathematics, Foreign Language, or Tech Prep
  - d. successful completion of an EISD approved dual credit course for which the student also may gain College Board Advanced Placement credit while in high school
  - e. Successful completion of an independent project in one of the four core subject areas of English, Mathematics, Science, Social Studies or in the are of Foreign Languages.
- (Projects must receive advanced approval from the Advanced Measures Review Committee established by the high school principal and must be supervised by an approved sponsor or teacher.)

\*The Technology Applications courses accepted by the State for graduation credit are: Computer Science 1&2, Desktop Publishing, Digital Graphics/Animation, Multimedia Video Technology, WebMastering, Independent Study in Technology Applications, BCIS 1&2, Business Computer Programming, Telecommunications and Networking, Business Image Management and Multimedia, Computer Applications. Technology Systems (modular computer lab based), Communications Graphics (modular computer lab based), computer Multimedia and Animation Technology.

EANES INDEPENDENT SCHOOL DISTRICT  
 COMBINED INTERIM BALANCE SHEET - GOVERNMENTAL AND PROPRIETARY FUNDS  
 FOR THE MONTH OF AUGUST 31, 2004

CODE	DESCRIPTION	GENERAL FUND	SPECIAL FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	ENTERPRISE FUND	MEMO TOTAL
<b>CURRENT ASSETS</b>							
<b>Cash &amp; Temporary Investments:</b>							
1110-60	Cash	\$ 990,823	\$ 687,475	\$ 224,973	\$ (3,073,525)	\$ 1,293,943	\$ 123,689
1170	Temporary Investments	20,542,908	187,153	1,630,030	19,232,884	-	41,592,985
1100	<b>Total Cash/Temporary Investments</b>	<b>\$ 21,533,731</b>	<b>\$ 874,638</b>	<b>\$ 1,855,003</b>	<b>\$ 16,159,359</b>	<b>\$ 1,293,943</b>	<b>\$ 41,716,674</b>
<b>Receivables:</b>							
1210	Property Taxes-Current	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1220	Property Taxes-Delinquent	1,620,270	-	299,936	-	-	1,920,206
1230	Allowance for Uncollectible Taxes	(762,318)	-	(117,465)	-	-	(879,783)
1240	Due from State Agencies	-	223	-	-	4,644	4,867
1250	Accrued Interest	-	-	-	-	-	-
1260	Due from Other Funds	21,902	-	608	-	65,625	88,135
1290	Sundry Receivables	46,870	(80)	-	-	552	47,342
1200	<b>Total Receivables</b>	<b>\$ 926,724</b>	<b>\$ 143</b>	<b>\$ 183,079</b>	<b>\$ -</b>	<b>\$ 70,821</b>	<b>\$ 1,180,767</b>
1300	Inventories, at Cost	422,519	-	-	-	21,662	444,181
1400	Other Current Assets	79,209	(3,873)	-	(630)	(45,720)	28,986
1500	Fixed Assets	-	-	-	-	223,420	223,420
13X-16xx	<b>Other Current Assets</b>	<b>\$ 501,728</b>	<b>\$ (3,873)</b>	<b>\$ -</b>	<b>\$ (630)</b>	<b>\$ 199,362</b>	<b>\$ 696,587</b>
1000	<b>Total Current Assets</b>	<b>\$ 22,962,183</b>	<b>\$ 870,908</b>	<b>\$ 2,038,082</b>	<b>\$ 16,158,729</b>	<b>\$ 1,564,126</b>	<b>\$ 43,594,028</b>
<b>LIABILITIES AND FUND EQUITY</b>							
<b>Current Liabilities:</b>							
2110	Accounts Payable (Note 1)	\$ 105,201	\$ 1	\$ 13,600	\$ 762,510	\$ (111,583)	\$ 769,729
2130	Lease Payable Current	-	-	-	-	-	-
2140	Interest Payable	-	-	-	-	-	-
2150	Payroll Deductions and Withholdings	218,296	55,532	-	2,989	38,244	315,061
2160	Accrued Wages Payable	(22)	-	-	-	-	(22)
2170	Due to Other Funds	66,233	-	21,497	80	-	87,810
2180	Due to Other Governments	106,993	-	-	-	-	106,993
2190	Due to Other	-	-	-	-	-	-
2100	<b>Total Current Liabilities</b>	<b>\$ 496,701</b>	<b>\$ 55,533</b>	<b>\$ 35,097</b>	<b>\$ 765,579</b>	<b>\$ (73,339)</b>	<b>\$ 1,279,571</b>
2210	Accrued Expenses	-	-	-	-	-	-
2300	Deferred Revenues	1,099,543	-	182,006	-	181,130	1,462,679
2400	Bond Issue Cost Payable	-	-	-	-	-	-
2500	Bonded Debt Payable	-	-	-	-	-	-
2900	Due to Other	-	-	-	-	-	-
2000	<b>Total Liabilities</b>	<b>\$ 1,596,244</b>	<b>\$ 55,533</b>	<b>\$ 217,103</b>	<b>\$ 765,579</b>	<b>\$ 107,791</b>	<b>\$ 2,742,250</b>
<b>Fund Balance/Equity:</b>							
3400	Designated	\$ 415,536	\$ -	\$ 1,820,979	\$ 15,189,816	\$ -	\$ 17,426,331
3600	Unreserved	20,950,403	815,375	0	203,334	1,456,335	23,425,447
3000	<b>Total Fund Balance/Equity</b>	<b>\$ 21,365,939</b>	<b>\$ 815,375</b>	<b>\$ 1,820,979</b>	<b>\$ 15,393,150</b>	<b>\$ 1,456,335</b>	<b>\$ 40,851,778</b>
<b>Total Liabilities and Fund Equity</b>							
		<b>\$ 22,962,183</b>	<b>\$ 870,908</b>	<b>\$ 2,038,082</b>	<b>\$ 16,158,729</b>	<b>\$ 1,564,126</b>	<b>\$ 43,594,028</b>

Note 1: Negative accounts payable balances represent credit memorandums that will be applied to forthcoming invoices.

**EANES INDEPENDENT SCHOOL DISTRICT**  
**COMBINED INTERIM STATEMENT OF REVENUES AND EXPENDITURES - GOVERNMENTAL AND PROPRIETARY FUNDS**  
 As of August 31, 2004

GENERAL FUND					
Code	Description	Official Budget	Actual Y-T-D	Percent Y-T-D	Unrealized/Unexpended Budget
<b>Revenues:</b>					
5700	Local .....	\$ 90,765,324	\$ 90,896,586	100.14%	\$ (131,262)
5800	State .....	4,726,645	5,035,318	106.53%	(308,673)
5900	Federal .....	-	-	0.00%	-
5030	Total Revenue .....	\$ 95,491,969	\$ 95,931,904	100.46%	\$ (439,935)
<b>Expenditures:</b>					
10	Instructional Services .....	\$ 30,067,664	\$ 27,855,122	92.64%	\$ 2,212,542
20	Instructional Related Services .....	3,429,312	3,266,493	95.25%	162,819
30	Pupil Services .....	5,168,255	4,906,080	94.93%	262,175
40	General Administration .....	2,073,331	1,841,667	88.83%	231,664
50	Plant Services .....	5,863,404	5,536,928	94.43%	326,476
53	Data Processing Services .....	779,854	779,854	100.00%	-
60	Ancillary Services .....	-	(46)	0.00%	46
70	Debt Services .....	-	-	0.00%	-
80	Facilities Acquisition & Construction .....	-	-	0.00%	-
90	Intergovernmental Charges .....	53,050,000	52,959,547	99.83%	90,453
6050	Total Expenditures .....	\$ 100,431,820	\$ 97,145,645	96.73%	\$ 3,286,175
<b>Other Resources and (Uses):</b>					
7060	Other Resources .....	\$ 801,120	\$ 675,270	84.29%	\$ 125,850
8060	Other Uses .....	-	-	0.00%	-
7X & 8X	Total Other Resources and (Uses) .....	\$ 801,120	\$ 675,270	84.29%	\$ 125,850
1200	Excess of Revenues & Other Resources Over (Under) Expenditures & Other Uses ..	\$ (4,138,731)	\$ (538,471)		
<b>Fund Balance and Reserves:</b>					
3410	Reserve for Investment in Inventories .....	\$ -	\$ 439,612		
0100	Fund Balance/Equity 9/1/03 .....	21,464,798	21,464,798		
	Total Reserve and Fund Balance/Equity ...	\$ 21,464,798	\$ 21,904,410		
3000	Fund Balance/Equity 8/31/04 .....	\$ 17,326,067	\$ 21,365,939		

**EANES INDEPENDENT SCHOOL DISTRICT**  
**COMBINED INTERIM STATEMENT OF REVENUES AND EXPENDITURES - GOVERNMENTAL AND PROPRIETARY FUNDS**  
 As of August 31, 2004

		SPECIAL REVENUE FUNDS				Unrealized/ Unexpended Budget
Code	Description	Official Budget	Actual Y-T-D	Percent Y-T-D		
<b>Revenues:</b>						
5700	Local .....	\$ 233,550	\$ 848,499	363.31%	\$	(614,949)
5800	State .....	946,129	755,207	79.82%		190,922
5900	Federal .....	2,055,834	1,190,249	57.90%		865,585
5030	Total Revenue .....	\$ 3,235,513	\$ 2,793,955	86.35%	\$	441,558
<b>Expenditures:</b>						
10	Instructional Services .....	\$ 2,515,610	\$ 1,930,580	76.74%	\$	585,030
20	Instructional Related Services .....	180,738	117,564	65.05%		63,174
30	Pupil Services .....	449,586	377,508	83.97%		72,078
40	General Administration .....	12,391	8,735	70.49%		3,656
50	Plant Services .....	79,048	69,456	87.87%		9,592
53	Data Processing Services .....	3,551	3,000	84.48%		551
60	Ancillary Services .....	8,116	23,703	292.05%		(15,587)
70	Debt Services .....	-	-	0.00%		-
80	Facilities Acquisition & Construction .....	-	16,000	0.00%		(16,000)
90	Intergovernmental Charges .....	18,260	7,022	0.00%		11,238
6050	Total Expenditures .....	\$ 3,267,300	\$ 2,553,568	78.16%	\$	713,732
<b>Other Resources and (Uses):</b>						
7060	Other Resources .....	\$ -	-	0.00%	\$	-
8060	Other Uses .....	-	394,369	0.00%		(394,369)
7X & 8X	Total Other Resources and (Uses) .....	\$ -	\$ (394,369)	0.00%	\$	394,369
1200	Excess of Revenues & Other Resources Over (Under) Expenditures & Other Uses ..	\$ (31,787)	\$ (153,982)			
<b>Fund Balance and Reserves:</b>						
3410	Reserve for Investment in Inventories .....	\$ -	-			
0100	Fund Balance/Equity 9/1/03 .....	969,357	969,357			
	Total Reserve and Fund Balance/Equity ...	\$ 969,357	\$ 969,357			
3000	Fund Balance/Equity 8/31/04 .....	\$ 937,570	\$ 815,375			

**EANES INDEPENDENT SCHOOL DISTRICT  
COMBINED INTERIM STATEMENT OF REVENUES AND EXPENDITURES - GOVERNMENTAL AND PROPRIETARY FUNDS  
As of August 31, 2004**

		DEBT SERVICE FUND				
Code	Description	Official Budget	Actual Y-T-D	Percent Y-T-D	Unrealized/ Unexpended Budget	
<b>Revenues:</b>						
5700	Local .....	\$ 16,506,697	\$ 16,509,902	100.02%	\$ (3,205)	
5800	State .....	-	-	0.00%	-	
5900	Federal .....	-	-	0.00%	-	
5030	Total Revenue .....	\$ 16,506,697	\$ 16,509,902	100.02%	\$ (3,205)	
<b>Expenditures:</b>						
10	Instructional Services .....	\$ -	-	0.00%	\$ -	
20	Instructional Related Services .....	-	-	0.00%	-	
30	Pupil Services .....	-	-	0.00%	-	
40	General Administration .....	-	-	0.00%	-	
50	Plant Services .....	-	-	0.00%	-	
53	Data Processing Services .....	-	-	0.00%	-	
60	Ancillary Services .....	-	-	0.00%	-	
70	Debt Services .....	16,499,698	16,498,198	99.99%	1,500	
80	Facilities Acquisition & Construction .....	-	-	0.00%	-	
90	Intergovernmental Charges .....	-	-	0.00%	-	
6050	Total Expenditures .....	\$ 16,499,698	\$ 16,498,198	99.99%	\$ 1,500	
<b>Other Resources and (Uses):</b>						
7060	Other Resources .....	\$ -	-	0.00%	\$ -	
8060	Other Uses .....	-	-	0.00%	-	
7X & 8X	Total Other Resources and (Uses) .....	\$ -	-	0.00%	\$ -	
1200	Excess of Revenues & Other Resources Over (Under) Expenditures & Other Uses ..	\$ 6,999	\$ 11,704			
<b>Fund Balance and Reserves:</b>						
3110	Reserve for Investment in Inventories .....	\$ -	-			
0100	Fund Balance/Equity 9/1/03 .....	1,809,275	1,809,275			
	Total Reserve and Fund Balance/Equity ...	\$ 1,809,275	\$ 1,809,275			
3000	Fund Balance/Equity 8/31/04 .....	\$ 1,816,274	\$ 1,820,979			

**EANES INDEPENDENT SCHOOL DISTRICT**  
**COMBINED INTERIM STATEMENT OF REVENUES AND EXPENDITURES - GOVERNMENTAL AND PROPRIETARY FUNDS**  
 As of August 31, 2004

**CAPITAL PROJECTS FUNDS**

Code	Description	Official Budget	Actual Y-T-D	Percent Y-T-D	Unrealized/Unexpended Budget
<b>Revenues:</b>					
5700	Local .....	\$ 304,135	\$ 240,730	79.15%	\$ 63,405
5800	State .....	7,200	6,600	91.67%	600
5900	Federal .....	-	-	0.00%	-
5030	Total Revenue .....	\$ 311,335	\$ 247,330	79.44%	\$ 64,005
<b>Expenditures:</b>					
10	Instructional Services .....	\$ -	\$ -	0.00%	\$ -
20	Instructional Related Services .....	-	-	0.00%	-
30	Pupil Services .....	-	-	0.00%	-
40	General Administration .....	-	-	0.00%	-
50	Plant Services .....	-	-	0.00%	-
53	Data Processing Services .....	-	-	0.00%	-
60	Ancillary Services .....	-	-	0.00%	-
70	Debt Services .....	-	-	0.00%	-
80	Facilities Acquisition & Construction .....	25,488,861	12,598,856	49.43%	12,890,005
90	Intergovernmental Charges .....	-	-	0.00%	-
6050	Total Expenditures .....	\$ 25,488,861	\$ 12,598,856	49.43%	\$ 12,890,005
<b>Other Resources and (Uses):</b>					
7060	Other Resources .....	\$ -	\$ -	0.00%	\$ -
8060	Other Uses .....	-	-	0.00%	-
7X & 8X	Total Other Resources and (Uses) .....	\$ -	\$ -	0.00%	\$ -
1200	Excess of Revenues & Other Resources Over (Under) Expenditures & Other Uses ..	\$ (25,177,526)	\$ (12,351,526)		
<b>Fund Balance and Reserves:</b>					
3410	Reserve for Investment in Inventories .....	\$ -	\$ -		
0100	Fund Balance/Equity 9/1/03 .....	27,744,676	27,744,676		
	Total Reserve and Fund Balance/Equity ...	\$ 27,744,676	\$ 27,744,676		
3000	Fund Balance/Equity 8/31/04 .....	\$ 2,567,150	\$ 15,393,150		

**EANES INDEPENDENT SCHOOL DISTRICT**  
**COMBINED INTERIM STATEMENT OF REVENUES AND EXPENDITURES - GOVERNMENTAL AND PROPRIETARY FUNDS**  
 As of August 31, 2004

ENTERPRISE FUND					
Code	Description	Official Budget	Actual Y-T-D	Percent Y-T-D	Unrealized/Unexpended Budget
<b>Revenues:</b>					
5700	Local .....	4,171,376	4,193,805	100.54%	\$ (22,429)
5800	State .....	109,089	108,459	99.42%	630
5900	Federal .....	0	0	0.00%	-
5030	Total Revenue .....	4,280,465	4,302,264	100.51%	\$ (21,799)
<b>Expenditures:</b>					
10	Instructional Services .....	0	0	0.00%	\$ -
20	Instructional Related Services .....	0	0	0.00%	-
30	Pupil Services .....	2,958,220	2,518,728	85.14%	439,492
40	General Administration .....	0	0	0.00%	-
50	Plant Services .....	133,850	60,032	44.85%	73,818
53	Data Processing Services .....	12,500	12,500	100.00%	-
60	Ancillary Services .....	1,683,965	1,593,057	94.60%	90,908
70	Debt Services .....	0	0	0.00%	-
80	Facilities Acquisition & Construction .....	0	0	0.00%	-
90	Intergovernmental Charges .....	0	0	0.00%	-
6050	Total Expenditures .....	4,788,535	4,184,317	87.38%	\$ 604,218
<b>Other Resources and (Uses):</b>					
7060	Other Resources .....	112,000	73,794	65.89%	\$ 38,206
8060	Other Uses .....	0	275,000	0.00%	(275,000)
7X & 8X	Total Other Resources and (Uses) .....	112,000	(201,206)	-179.65%	\$ 313,206
1200	Excess of Revenues & Other Resources Over (Under) Expenditures & Other Uses .....	(396,070)	(83,259)		
<b>Fund Balance and Reserves:</b>					
3410	Reserve for Investment in Inventories .....	0	0		
0100	Fund Balance/Equity 9/1/03 .....	1,539,594	1,539,594		
	Total Reserve and Fund Balance/Equity .....	1,539,594	1,539,594		
3000	Fund Balance/Equity 8/31/04 .....	1,143,524	1,456,335		

EANES INDEPENDENT SCHOOL DISTRICT  
 COMBINED INTERIM STATEMENT OF REVENUES AND EXPENDITURES - GOVERNMENTAL AND PROPRIETARY FUNDS  
 As of August 31, 2004

MEMO TOTALS - ALL FUNDS

Code	Description	Budget	Actual
<b>Revenues:</b>			
5700	Local .....	\$ 111,981,082	\$ 112,689,522
5800	State .....	5,789,063	5,905,584
5900	Federal .....	2,055,834	1,190,249
5030	Total Revenue .....	\$ 119,825,979	\$ 119,785,355
<b>Expenditures:</b>			
10	Instructional Services .....	\$ 32,583,274	\$ 29,785,702
20	Instructional Related Services .....	3,610,050	3,384,057
30	Pupil Services .....	8,576,061	7,802,316
40	General Administration .....	2,085,722	1,850,402
50	Plant Services .....	6,076,302	5,666,416
53	Data Processing Services .....	795,905	795,354
60	Ancillary Services .....	1,692,081	1,616,714
70	Debt Services .....	16,499,698	16,498,198
80	Facilities Acquisition & Construction .....	25,488,861	12,614,856
90	Intergovernmental Charges .....	53,068,260	52,966,569
6050	Total Expenditures .....	\$ 150,476,214	\$ 132,980,584
<b>Other Resources and (Uses):</b>			
7060	Other Resources .....	\$ 913,120	\$ 749,064
8060	Other Uses .....	-	669,369
7X & 8X	Total Other Resources and (Uses) .....	\$ 913,120	\$ 79,695
1200	Excess of Revenues & Other Resources Over (Under) Expenditures & Other Uses ...	\$ (29,737,115)	\$ (13,115,534)
<b>Fund Balance and Reserves:</b>			
3410	Reserve for Investment in Inventories .....	\$ -	\$ 439,612
0100	Fund Balance/Equity 9/1/03 .....	53,527,700	53,527,700
	Total Reserve and Fund Balance/Equity ...	\$ 53,527,700	\$ 53,967,312
3000	Fund Balance/Equity 8/31/04 .....	\$ 23,790,585	\$ 40,851,778

EANES INDEPENDENT SCHOOL DISTRICT  
 MONTHLY INVESTMENT REPORT  
 As of August 31, 2004

**SUMMARY**

Investment Pools	\$ 41,671,119
Agency Securities	-
Cash in Bank	123,689
Total Investments and Cash	<u>\$ 41,794,809</u>

Agency Securities

Inv # - Fund	Type / CUSIP	Purchase Date	Maturity Date	Face Amount	Book Value	Market Value	Yield
--------------	--------------	---------------	---------------	-------------	------------	--------------	-------

Securities Purchased:	None						
TOTAL				\$ -	\$ -	\$ -	

Securities Matured:  
 Securities Sold:

Investment Pools

Fund	TexPool	Federated	LoneStar/TASB	Liquidity Plus	Liquidity Corp	Enhanced Corp	MBIA	Total
General/Operating	\$ 1,970,008.06	\$ 10,251,234.77			\$ 2,046,634.75		\$ 6,275,030.03	\$ 20,542,907.61
Debt Service	555,401.83				309,397.69		765,231.13	1,630,030.65
Capital Projects 96	19,823.56							19,823.56
Capital Projects 99	191,811.88							191,811.88
Capital Projects 01					51,610.22			51,610.22
Capital Projects 02	4,216,557.12						14,753,080.97	18,969,638.09
Activity	187,162.77							187,162.77
Foundation	78,134.57							78,134.57
TOTAL	\$ 7,218,899.79	\$ 10,251,234.77	\$ -	\$ -	\$ 2,407,642.66	\$ -	\$ 21,793,342.13	\$ 41,671,119.35

Current Month Yield	1.4121%	1.5000%			1.2300%		1.3600%	
Interest Earned	\$ 18,754.09	\$ 13,010.04			\$ 2,507.72		\$ 18,365.14	\$ 52,636.99
Weighted Average Yield:	1.3960%							

This report is prepared in compliance with Eanes ISD Investment Policies CDA(H) and CDA(L) and with the Public Funds Investment Act, TX Govt Code Ch. 2256.

Date \_\_\_\_\_ Kim Builla, District Accountant  
 \_\_\_\_\_ Susan Pulis, Asst Supt for Business



# Eanes Independent School District Bond Project Cumulative Expenditure Report As of August 31, 2004

<i>BOND AUTHORITY OUTSTANDING AND ISSUED</i>		A	B	C	D	E
Line Code	Project Description	Original Bond Proceeds & Est Interest Rev	Expenditures to date	Outstanding Encumbrances	Total Expenses & Encumbrances (B + C)	Total Balance Available (uncommitted)
<i>2001-2002 (619 &amp; 620)</i>						
1	641 Eanes Elementary School					
2	Professional Services	\$132,270	\$126,585	\$5,685	\$132,270	\$0
3	Construction/Improvements	1,114,368	1,112,820	1,548	1,114,368	0
4	FF&E	9,833	9,833	0	9,833	0
5	Contingency	0	0	0	0	0
6	Other (e.g., reimbursables, moving, permits, inspections)	1,092	1,092	0	1,092	0
7	Sub Total	<u>\$1,257,564</u>	<u>\$1,250,331</u>	<u>\$7,233</u>	<u>\$1,257,564</u>	<u>\$0</u>
8	642 Cedar Creek Elementary School					
9	Professional Services	\$237,465	\$237,465	\$0	\$237,465	\$0
10	Construction/Improvements	2,420,485	2,415,614	4,871	2,420,485	0
11	FF&E	27,651	27,651	0	27,651	0
12	Contingency	0	0	0	0	0
13	Other (e.g., reimbursables, moving, permits, inspections)	2,501	2,501	0	2,501	0
14	Sub Total	<u>\$2,688,103</u>	<u>\$2,683,232</u>	<u>\$4,871</u>	<u>\$2,688,103</u>	<u>\$0</u>
15	643 Valley View Elementary School					
16	Professional Services	\$137,207	\$117,207	\$0	\$117,207	\$20,000
17	Construction/Improvements	1,617,446	1,614,618	2,828	1,617,446	0
18	FF&E	0	0	0	0	0
19	Contingency	0	0	0	0	0
20	Other (e.g., reimbursables, moving, permits, inspections)	1,945	1,945	0	1,945	0
21	Sub Total	<u>\$1,756,598</u>	<u>\$1,733,771</u>	<u>\$2,828</u>	<u>\$1,736,598</u>	<u>\$20,000</u>
22	644 Forest Trail Elementary School					
23	Professional Services	\$228,571	\$141,622	\$12,632	\$154,254	\$74,317
24	Construction/Improvements	1,382,680	1,127,518	223,609	1,351,127	31,553
25	FF&E	19,748	9,748	0	9,748	10,000
26	Contingency	20,000	0	0	0	20,000
27	Other (e.g., reimbursables, moving, permits, inspections)	11,941	1,941	0	1,941	10,000
28	Sub Total	<u>\$1,662,940</u>	<u>\$1,280,829</u>	<u>\$236,242</u>	<u>\$1,517,070</u>	<u>\$145,870</u>

# Eanes Independent School District Bond Project Cumulative Expenditure Report As of August 31, 2004

		<i>BOND AUTHORITY OUTSTANDING AND ISSUED</i>						
2001-2002 (619 & 620)		A	B	C	D	E		
Line Code	Project Description	Original Bond Proceeds & Est Interest Rev	Expenditures to date	Outstanding Encumbrances	Total Expenses & Encumbrances (B + C)	Total Balance Available (uncommitted)		
29	645 Barton Creek Elementary School							
30	Professional Services	\$35,081	\$35,081	\$0	\$35,081	\$0		
31	Construction/Improvements	539,470	536,207	3,263	539,470	0		
32	FF&E	1,011	1,011	0	1,011	0		
33	Contingency	0	0	0	0	0		
34	Other (e.g., reimbursables, moving, permits, inspections)	831	831	0	831	0		
35	Sub Total	\$576,393	\$573,130	\$3,263	\$576,393	\$0		
36	630 Bridge Point Elementary School							
37	Professional Services	\$16,501	\$16,501	\$0	\$16,501	\$0		
38	Construction/Improvements	61,057	57,208	3,850	61,057	0		
39	FF&E	0	0	0	0	0		
40	Contingency	0	0	0	0	0		
41	Other (e.g., reimbursables, moving, permits, inspections)	375	375	0	375	0		
42	Sub Total	\$77,934	\$74,084	\$3,850	\$77,934	\$0		
43	639 Hill Country Middle School							
44	Professional Services	\$1,002,694	\$965,957	\$22,019	\$987,977	\$14,717		
45	Construction/Improvements	10,444,262	10,343,111	53,545	10,396,655	47,606		
46	FF&E	389,330	383,832	5,218	389,049	281		
47	Contingency	0	0	0	0	0		
48	Other (e.g., reimbursables, moving, permits, inspections)	45,044	45,044	0	45,044	0		
49	Sub Total	\$11,881,330	\$11,737,943	\$80,782	\$11,818,725	\$62,604		
50	640 West Ridge Middle School							
51	Professional Services	\$469,707	\$445,067	\$414	\$445,481	\$24,226		
52	Construction/Improvements	5,408,429	5,077,737	86,471	5,164,209	244,220		
53	FF&E	285,262	283,141	2,121	285,262	0		
54	Contingency	0	0	0	0	0		
55	Other (e.g., reimbursables, moving, permits, inspections)	11,667	11,667	0	11,667	0		
56	Sub Total	\$6,175,065	\$5,817,613	\$89,006	\$5,906,619	\$268,446		

# Eanes Independent School District Bond Project Cumulative Expenditure Report As of August 31, 2004

		<i>BOND AUTHORITY OUTSTANDING AND ISSUED</i>									
2001-2002 (619 & 620)		A		B		C		D		E	
Line Code	Project Description	Original Bond Proceeds & Est Interest Rev		Expenditures to date		Outstanding Encumbrances		Total Expenses & Encumbrances (B + C)		Total Balance Available (uncommitted)	
57	638 Westlake High School (including 9th Ctr)										
58	Professional Services	\$1,696,100		\$1,568,320		\$389,314		\$1,957,634		(\$261,534)	
59	Construction/Improvements	21,702,633		7,850,602		13,897,924		21,748,527		0	
60	FF&E	1,106,195		735,269		185,913		921,182		185,014	
61	Contingency	300,000		45,893		0		45,893		254,107	
62	Other (e.g., reimbursables, moving, permits, inspections)	31,079		31,162		0		31,162		-83	
63	Sub Total	\$24,836,008		\$10,231,247		\$14,473,151		\$24,704,397		\$177,503	
64	638 Westlake High School (Stadium)										
65	Professional Services	\$489,891		\$489,891		\$0		\$489,891		\$0	
66	Construction/Improvements	7,136,730		7,136,230		500		7,136,730		0	
67	FF&E (includes P. Murray Technology)	27,544		27,544		0		27,544		0	
68	Contingency	0		0		0		0		0	
69	Other (e.g., reimbursables, moving, permits, inspections)	0		0		0		0		0	
70	Sub Total	\$7,654,165		\$7,653,665		\$500		\$7,654,165		\$0	
71	657 District Wide 657										
72	Professional Services	\$981,805		\$981,804.73		\$0		\$981,805		\$0	
72a	Eanes Payroll	\$280,452		256,243		0		\$256,243		24,209	
73	Construction/Improvements	41,570		37,438		4,133		41,570		0	
74	FF&E	398,047		398,047		77,156		475,203		-77,156	
75	Contingency	0		0		0		0		0	
76	Other (e.g., reimbursables, moving, permits, inspections)	1,706,067		1,702,181		3,886		1,706,067		0	
77	Sub Total	\$3,407,942		\$3,375,714		\$85,174		\$3,460,888		(\$52,946)	
78	657 District-Wide Technology/Video										
79	Professional Services	\$1,420		\$1,420		\$0		\$1,420		\$0	
80	Construction/Improvements	2,466,593		2,414,913		47,480		2,462,393		4,200	
81	FF&E	106,840		106,840		0		106,840		0	
82	Paula Murray FF&E	1,500,000		819,254		0		819,254		680,746	
83	Contingency	0		0		0		0		0	
84	Other (e.g., reimbursables, moving, permits, inspections)	\$0		\$0		\$0		\$0		\$0	
85	Sub Total	4,074,852		3,342,426		47,480		3,389,907		684,946	

# Eanes Independent School District Bond Project Cumulative Expenditure Report As of August 31, 2004

<i>BOND AUTHORITY OUTSTANDING AND ISSUED</i>						
2001-2002 (619 & 620)						
A	B	C	D	E	E	
Line Code	Original Bond Proceeds & Est Interest Rev	Expenditures to date	Outstanding Encumbrances	Total Expenses & Encumbrances (B + C)	Total Balance Available (uncommitted)	Total Balance Available (uncommitted)
86	657 Miscellaneous Items					
87	Interest Revenue	\$0	\$0	\$0	\$1,600,000	\$1,600,000
88	Unallocated Projects	951,108	0	0	951,108	951,108
89	Sub Total	\$2,551,108	\$0	\$0	\$0	\$2,551,108
90	Total 2001-2002 Bond Program	\$68,600,000	\$49,753,984	\$15,034,378	\$64,788,361	\$3,857,531

<i>OTHER BOND PROGRAMS</i>						
A	B	C	D	E	E	
Line Code	Original Bond Fund Bal 9/1/03	Current Year Expenditures	Current Year Encumbrances	Total Exp & Enc (B + C)	Estimated (uncommitted)	Estimated (uncommitted)
617	Capital Projects 1996 Series (District wide improvements)					
91	Allocated to Arbitrage	\$10,000	\$0	\$0	\$0	\$10,000
92	Unallocated Projects 617	9,746	0	0	0	9,746
93	Total 1996 Bond Program	\$19,746	\$0	\$0	\$0	\$19,746

618	Capital Projects 1999 Series (9th Grade Center)					
94	Allocated to Arbitrage	\$130,000	\$0	\$0	\$0	\$130,000
95	Technology	10,263	0	6,000	6,000	4,263
96	Capital Projects Audit	48,583	48,583	0	48,583	0
97	Unallocated Projects 618	157,037	0	0	0	157,037
98	Total 1999 Bond Program	\$345,883	\$48,583	\$6,000	\$54,583	\$291,300

690	Capital Projects Local					
99	Allocated Projects	\$0	\$0	\$0	\$0	\$0
100	Unallocated Projects 690	217,575	0	0	0	217,575
101	Total Local Bond Program	\$217,575	\$0	\$0	\$0	\$217,575

102	Total Other Bond Program Allocated	\$198,846	\$48,583	\$6,000	\$54,583	\$144,263
103	Total Other Bond Program Unallocated	384,358	0	0	0	384,358
104	TOTAL OTHER BOND PROGRAM	\$583,204	\$48,583	\$6,000	\$54,583	\$528,621

COMMUNITY RELATIONS:  
NONSCHOOL USE OF SCHOOL FACILITIES

GKD (R)  
(LOCAL)

GENERAL  
CONDITIONS

The Board desires to permit and encourage the use of school facilities and specific interior and exterior spaces ~~school facilities inside and outside~~ in a manner that will best serve the needs of the District community within the laws, rules, and regulations that govern the operation of a public independent school district.

School facilities are designed for educational purposes and shall be used for these purposes by the District without ~~rental~~ facility use costs.

Other organizations may apply for use of school facilities for activities of an educational, civic, philanthropic, social or recreational nature intended to promote the public welfare and not create conflict with activities of the District. The District will assess charges for use of school facilities by these organizations.

SUPERVISION  
AND AUTHORITY

All school facilities shall be under the general supervision of the Superintendent, subject to the terms and provisions of this policy and any other law, rule, and regulation that may be enacted by an authority governing the operation of the District. The Superintendent shall have sole authority to waive the requirements of this policy. Any use of school facilities can be cancelled at the discretion of the Superintendent without advanced notice, if the activities are determined to be detrimental to the District's purposes. In the case of cancellations, the District assumes no liability other than the return of any previously paid fees for ~~charged for unused facilities.~~

A school principal ~~or authorized director~~ shall have authority to approve availability of a facility, and schedule the event, ~~and assign District personnel to ensure access, maintenance, and security.~~

The ~~support services director~~ Department of Facilities Management shall review applications for compliance with this policy and inform the school principal or director whether the application is in compliance.

The school principal or director shall inform ~~support services~~ the Department of Facilities Management when the ~~rental use of the facility is completed, the date(s) and time(s) of rental facility use,~~ personnel support, equipment rental, and any other information pertinent to the ~~rental~~ activity.

~~Support Services~~ Facilities Management shall prepare billing for ~~rental~~ activity and forward the invoice to the business office for mailing.

The District Business Procedures Manual, Section I: Use of Facilities, Equipment,

and Inventory Control, shall govern all accounting and collection of accounts due.

The Business Office shall receive all payments for ~~rental~~use of facilities fees.

PERSON AND  
PROPERTY  
CONTROL

Approved organizations renting school facilities shall guarantee orderly behavior of any and all persons using the facilities and shall be liable for any damages to property or injury or death to any participant or spectator person. A deposit against liabilities ~~damages~~ may be required prior to use. The amount of deposit shall be determined by the Superintendent. The deposit shall be in the form of a cashier check or money order payable to Eanes Independent School District, Austin, Texas.

At the discretion of the District, staff may be assigned to an ~~rental event~~ as needed to provide for safety and security or to maintain the facilities for its educational purposes. All charges will be borne by the organization where appropriate.

All persons using District facilities shall comply with all applicable law at all times during such use. A person using, under the influence of, or in possession of alcohol or illegal drugs within the premises is in violation of state law. Organizations or persons renting facilities shall be wholly responsible for the conduct and action of all participants and spectators. Organizations or persons renting facilities may not authorize any person to be in possession of any weapon or exercise law enforcement without prior approval of the Board. Organizations renting facilities shall be responsible for the safe conduct and safe use of facilities by participants and spectators.

PROGRAM  
CONTROL  
ADVERTISING

Use of school facilities shall not be allowed for activities that may be detrimental or destructive to the facilities and contents.

All advertising by ~~e~~Organizations in groups 1, 2, 3, and 4 may, in connection with use of district facilities, (i) display posters related to the proposed program, (ii) sell related merchandise and (iii) distribute related printed matter other than school events or school related events, with the exception of posters incidental to the program during the event, and sale of merchandise, printed matter, and any other materials shall be forbidden on public school premises. Organizations in all other categories shall not be permitted to display posters or banners, sell merchandise or distribute printed matter in or on district facilities. In no event shall ~~No~~ advertisement of tobacco products or alcoholic beverages shall be permitted.

PRIVATE USE

School facilities shall not be used for private gain. Under the Community Education program, school facilities may be used for private academic instruction in the event that District students profit from the private instruction. Prior written approval from the Superintendent shall be required.

Private academic instruction, with the exception of tutoring programs approved by the Superintendent, shall ~~also~~ be either an approved District community education program or shall provide all insurance requirements set forth in this policy.

INELIGIBILITY

Any organization or authorized representative of such organization that, in the process of application for ~~rental~~, approved to approval to use school facilities or in the process of using a school facility, that is is determined to ~~make or have made~~

inaccurate, incomplete, or untrue statements or violated any law, rule and/or regulation governing the operation of a public school shall immediately become ~~cause the authorized representative and the organization to become immediately~~ ineligible for rental use of facilities and shall be to become liable for any damages to the District resulting therefrom incurred by the District.

PAYMENT OF  
RENTAL FACILITY  
USE FEES

Total payment of all fees and any deposit may be required not later than five days prior to the scheduled use date, or upon receipt of a District invoice. The organization shall make complete payment within 30 days from the last date of rental use invoice date. All amounts due but not paid to the District within such thirty (30) day period shall ~~a or agree to a penalty fee of six percent per calendar day in addition to the costs for use of the facilities bear interest at a per annum rate equal to the lesser of 18% per year or the maximum lawful contractual amount of interest that is permissible and nonusurious under the weekly ceiling from time to time in effect provided by Chapter 303 of the Texas Finance Code.~~ Deposits shall be a cashier's check or money order payable to Eanes Independent School District.

Support Services-The Department of Facilities Management shall inform the Business Office of all rental facility use fees due. The business office shall collect all fees as required.

PERSONNEL  
SUPPORT

School officers responsible for providing access to the organization shall be required to assign authorized school employees to provide access to facilities.

The Department of Facilities Management shall assign personnel including security, custodial and maintenance support, as needed to maintain the school facilities for educational purposes, and security to the school facility.

District employees assigned to the rental event will provide access to all rented facilities used during the event. The District will not issue keys to people who are not employees of the school district. Duplication of District keys by applicant lessee is prohibited.

Federal law prohibits payment of honorarium or "tips" to any public employee in lieu of or in addition to services provided on behalf of the public.

Contracted services for security shall comply with all laws, regulations, and rules. Armed security service must have the ~~expressed prior~~ written approval of the Superintendent and Board, and shall comply with all District insurance requirements.

SUPPLY AND  
EQUIPMENT USE

Use of school supplies, furniture, and equipment shall be at the discretion of the school officer responsible for the custodial care of the equipment. No school equipment shall be removed from the facilities or any other school property without the written consent of the Superintendent.

RENTAL FACILITY  
USE FEES AND  
INSURANCE  
REQUIREMENTS

RENTAL  
FACILITY USE  
FEES

~~Support Services~~ The Department of Facilities Management shall publish rental rates for facilities facility use and authorized for rental purposes. Rental rates shall be updated them on an annually basis. Rental-Facility use fees shall include, but not be limited to, charges for use of buildings, staff, security personnel, equipment rental and disposal services.

Priority Groups 1, 2, 3, and 4 are exempt from rental-facility use fees.

Priority Group 4 is exempt from rental-facility use fees except for events sponsored by Community Education and governed by Board Policy EHBI(Legal) and EHBI(Local).

Priority Groups 5, 6, 7, and 8 may be required to pay rental-facility use fees if the use requires additional services by the District beyond normal school hours.

Priority Group 9 must pay rental-facility use fees.

INSURANCE  
REQUIREMENTS

Priority Groups 6, ~~7~~, 8, and 9 are required to provide to the District, prior to facility use, a certificate of insurance ~~with the District named as a certificate holder for limits posted on the application and agreement for use of District facilities.~~ naming the District as an additional insured for the limits posted on the application and agreement for use of District facilities.

Organizations in Priority Group 7 are also required to provide a certificate of insurance naming the District as an additional insured, unless under Texas law they have been declared by State of Texas to be without are immune from liability and can provide a evidence thereof statement to that effect.

Organizations in Priority Group 5, School-Sanctioned Groups, that qualify as "charitable organizations" under the Charitable Immunity and Liability Act, may be required to produce a certificate of insurance with limits prescribed for Priority Groups 6, 8, and 9.

A certificate of insurance for the term of rental-facility use event must be provided by an insurance agency licensed to provide insurance by the Texas State Board of Insurance. The certificate of insurance must be underwritten by an insurance company acceptable to the District.

PRIORITY OF USE  
BY  
ORGANIZATIONS

The "Priority Rating List" shall govern priority of use at all times in the use of school facilities.

The District shall not be obligated to locate and/or provide substitute space for an approved organization should the space be required by an approved organization with ~~greater~~ higher priority.

PRIORITY RATING  
LIST

The Priority Rating List is as follows:

Priority Groups 1, 2, 3 and 4 (as defined below) shall have priority over all other Priority Groups with regard to usage of District facilities are intended to set aside the school facilities for the education of district students at the schools. There is also a distinction between district children using district facilities and groups who organize to support the children.

Priority Groups:

1. Emergency use under authority of the Superintendent.
2. Local school using own facilities.
3. Local school having area-wide school activity. Examples: athletic games, school dances, debate tournaments, career days, Hyline events, etc.
4. Local school using another school facility, including community education. Examples: Westlake High School wrestling team if they use the using Cedar Creek Elementary gym, or art displayed at another school, but not including groups organized for the purpose of supporting District students, which are included in Group 5 below.

Priority Groups 5 and 6 include school related activities and groups who support the students in school-related activities. These groups are required to complete rental facility use agreements and are usually required to provide a certificate of insurance.

5. School-sanctioned groups: UIL events, parent and teacher clubs, student clubs, booster clubs, athletic clubs, band booster clubs, and the like. Examples: booster clubs, parent/teacher organizations, band booster clubs, Eanes Education Foundation events, UIL events that do not include our students, such as AISD Youth Orchestra.
6. Community youth sponsored groups: Boy Scouts, Girl Scouts, chartered nonprofit community athletic groups, and the like. Examples: lacrosse, soccer, flag football, basketball and baseball leagues, BSA and GSA meetings.

Priority Groups 7, 8 and 9 are not necessarily formed to support the educational goals of the District, although some students may participate in the activities of these groups.

7. Governmental: Elections; national, state, county, city or local meetings of approved organizations; water control and improvement districts; Travis County Fire Districts; and the like. Examples: Travis County Elections, Austin Community College Elections, meetings held by Westlake Fire Department.

8. Nonprofit neighborhood organizations and community civic, service, welfare, recreational, and religious organizations. Examples: Farmer's Market. Frisbee golf games. churches using school facilities for their meetings. Austin Westlake Rotary Club and Austin Jaycees.
9. Private groups, tutorials, after-school, nonprofit child care groups that receive written approval from the Superintendent. Examples: Westlake Tai Kwon Do plus, Semi-pro football games, dance academies.

**FACILITIES**

**AUTHORIZED FOR USE BY APPROVED ORGANIZATIONS TEMPORARY USE BY NONPROFIT ORGANIZATIONS**

The ~~director of support services~~ Department of Facilities Management, with the consent of the school principal/director and Superintendent, shall publish a list of school facilities and specific interior and exterior spaces to be available for ~~rental~~ use by Priority Groups 5, 6, 7, 8, and 9.

School facilities may be made available to chartered nonprofit community organizations for a temporary period not to exceed one year nor for use more than two days per week. Chartered nonprofit community organizations may apply for renewal. These organizations include neighborhood, civic, community service, community welfare, recreational, and religious organizations. The following documents shall comprise the application and shall be maintained in full force during the term of the agreement:

1. An application submitted and signed by a resident of the District who is an officer of the organization and who shall remain a resident of the District and an officer of the organization during the term of the agreement. The organization shall submit an amended application for any status change.
2. ~~A statement that no other suitable facility within the community is available for use by the organization.~~
3. A list of the District residents who are active members of the organization.
4. If applicable, assurance that all instructors are trained and qualified or certified in the activity being conducted, that public safety and health will be maintained, that a reasonable ratio of participants to supervisors will be maintained, and that all laws, rules, and regulations of any regulatory authority have been met and will be maintained.

**RENTAL USE OF WESTLAKE HIGH SCHOOL FINE ARTS FACILITIES**

~~Upon approval by the Superintendent, the Fine Arts Facility may be rented by approved community or noncommunity, and profit or nonprofit groups.~~

~~Specific rules governing use and rental rates for the facility shall be published by the manager of the Fine Arts Facility and shall be subject to review and approval by the Superintendent.~~

**RENTAL OF WESTLAKE HIGH SCHOOL ATHLETIC FACILITIES**

~~The District athletic director shall manage and publish special rules and rates for rental of the athletic facilities at Westlake High School. The Fine Arts Facility and athletic facilities at Westlake High School, including Chaparral Stadium, the baseball stadium, practice fields, the athletic gymnasium and~~

fieldhouse, and the physical education gymnasium and locker rooms, ~~subject to review and approval by the Superintendent. are available for rent for~~ may be rented by community and non-community groups.

Rental Facility use rates and rules shall be reviewed and published on an annual basis for review and approval by the Superintendent.

~~The athletic director shall receive the consent of the Westlake High School principal prior to rental of the physical education gymnasium and locker rooms.~~

#### APPLICATION PROCEDURE

Organizations desiring to rent school facilities shall complete and submit to the appropriate school officer for consideration the following forms:

1. Application and Agreement for Use of Eanes Independent School District Facilities-~~only a patron person living within of the District shall be authorized permitted to sign as the authorized representative and is be responsible identified as the party responsible for payment of rental facility use fees.~~ Exceptions shall be requested in writing to the Superintendent.
2. Certificate of insurance for the term of the requested use produced by an insurance agency licensed to produce insurance by the Texas State Board of Insurance. The insurance company or companies underwriting the insurance policy shall be acceptable by the District, and the District shall be named as a primary beneficiary certificate holder, for the minimum limits of coverage posted on the Application and Agreement for Use of Eanes Independent School District Facilities.

The "Application and Agreement for Use of Eanes Independent School District Facilities" shall be completed and presented to the school official in charge of the appropriate facility.

The school official, upon consent in writing, will forward the application to the ~~director of support services~~ Department of Facilities Management for review and action.

Applications must be filed no ~~less fewer~~ than 21 days and no more than 60 calendar days prior to the requested date(s) of use, with the exception of approved annual agreements with governmental organizations and special groups approved by the Superintendent.

Incomplete or disapproved applications shall be returned to the school official with whom the application originated.

The school official from whom the application originates shall be responsible for notification to the applicant of all transactions related to the application and use of the facility including access, utility needs, and personnel support.

DISTRIBUTION OF NONSCHOOL Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials over which the District does not exercise control shall

## LITERATURE

not be sold, circulated, or distributed by persons or groups not associated with the school or a school support group on any school premises in the District without permission in accordance with this policy.

during the school day. The District's classrooms ~~during the school day~~ are to be used ~~provided~~ for the limited purpose of delivering instruction to students in the courses and subjects in which they are enrolled. Hallways in school buildings are ~~provided to be used~~ for the limited purpose of facilitating the movement of students between classes and allowing access to assigned lockers. Classrooms and hallways shall not be used for the distribution of any materials over which the school does not exercise control.

Each school campus shall designate an area where materials that have been approved for distribution, as provided below, may be made available or distributed to students or others in accordance with the time, place, and manner restrictions developed and approved by the campus principal. The Superintendent shall designate appropriate areas and determine appropriate time, place, and manner restrictions regarding distribution of non-school materials at District buildings other than school campuses.

## PRIOR REVIEW

All written material ~~over which the school does not exercise control and~~ that is intended for distribution on District property shall be submitted for prior review according to the following procedures:

1. Materials shall be submitted to the Superintendent or designee for review.
2. To be considered for distribution, materials shall include the name of the organization or individual sponsoring the distribution.
3. Using the standards below at LIMITATIONS ON CONTENT the Superintendent or designee shall approve or reject submitted material within two school days of the time the material is received.
4. The requestor may appeal the decision of the Superintendent or designee to the Board in accordance with GF(LOCAL), beginning at the appropriate Level.

Appropriate law enforcement officials may be called when a person refuses to follow the procedures for submitting materials and fails to leave the premises when asked. [See GKA]

## LIMITATIONS ON CONTENT

Non-school materials shall not be distributed if:

1. The materials are obscene, vulgar, or otherwise inappropriate for the age and maturity of the audience.
2. The materials endorse actions endangering the health or safety of students.
3. The distribution of such materials would violate the intellectual property rights, privacy rights, or other rights of another person.

4. The materials contain defamatory statements about public figures or others.
5. The materials criticize Board members or school officials or advocate violation of school rules and fall within the standard described at LIMITATIONS ON EXPRESSION at FNAA (LEGAL).
6. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
7. The materials include hate literature that scurrilously attacks ethnic, religious, or racial groups, and similar publications aimed at creating hostility and violence if they fall within the standard described at LIMITATIONS ON EXPRESSION at FNAA(LEGAL).

[See CPAB regarding use of the District's internal mail system and FNAA regarding distribution of non-school literature by students]

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UPDATE 68  
GKD(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.]**







DRAFT

Facility Use Charges

		Eanes ISD Existing Rate Structure									
		EE	CCE	VVE	FTE	BCE	BPE	HCMS	WRMS	WHS	
<b>A. Facility Rates</b>	<b>Elementary School</b>	Gym	\$42.00 /hr	\$45.00 /hr	\$48.00 /hr	\$58.00 /hr	\$58.00 /hr	\$62.00 /hr			
		Cafeteria/Cafetorium	\$42.00 /hr	\$45.00 /hr	\$48.00 /hr	\$58.00 /hr	\$58.00 /hr	\$62.00 /hr			
		Stage/Theater/Lecture hall Classroom	\$42.00 /hr	\$45.00 /hr	\$48.00 /hr	\$58.00 /hr	\$58.00 /hr	\$62.00 /hr			
	<b>Middle School</b>	Gym							\$64.00 /hr	\$76.00 /hr	
		Cafeteria							\$64.00 /hr	\$76.00 /hr	
		Stage/Theater/Lecture hall Classroom							\$64.00 /hr	\$76.00 /hr	
	<b>High School</b>	Gym									\$200.00 /hr
		Cafeteria									\$177.00 /hr
		FAF Theater									\$177.00 /hr
		Lecture Hall / Choir Hall									\$177.00 /hr
		Black Box Theatre Stadium Field Classroom									\$177.00 /hr
	<b>Other Facilities</b>	Parking Lot	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr
Athletic or practice fields		\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	\$0.00 /hr	
<b>B. Staff Rates</b>	Custodial	\$20.00 /hr	\$20.00 /hr	\$20.00 /hr	\$20.00 /hr	\$20.00 /hr	\$20.00 /hr	\$20.00 /hr	\$20.00 /hr	\$20.00 /hr	
	Maintenance	\$30.00 /hr	\$30.00 /hr	\$30.00 /hr	\$30.00 /hr	\$30.00 /hr	\$30.00 /hr	\$30.00 /hr	\$30.00 /hr	\$30.00 /hr	
<b>C. Other</b>	Equipment rentals										

		Eanes ISD Proposed Rate Structure							
		Tier 1	Tier 2	Tier 3	Tier 4				
		No charges	Charges to include actual expenses	Charges to include actual expenses, and a nominal revenue generating fee	Charges to include actual expenses, and a greater revenue generating fee				
<b>A. Facility Rates</b>	<b>Elementary School</b>	Gym	\$0 /hr	\$15 -	\$20 /hr <sup>2</sup>	\$30 -	\$40 /hr	\$80 -	\$90 /hr
		Cafeteria/Cafeterium	\$0 /hr	\$15 -	\$20 /hr	\$35 -	\$45 /hr	\$85 -	\$95 /hr
		Stage/Theater/Lecture hall	\$0 /hr	\$15 -	\$20 /hr	\$35 -	\$45 /hr	\$85 -	\$95 /hr
		Classroom	\$0 /hr	\$10 -	\$12 /hr	\$20 -	\$25 /hr	\$70 -	\$80 /hr
	<b>Middle School</b>	Gym	\$0 /hr	\$20 -	\$25 /hr <sup>2</sup>	\$40 -	\$50 /hr	\$120 -	\$130 /hr
		Cafeteria	\$0 /hr	\$20 -	\$25 /hr	\$45 -	\$55 /hr	\$125 -	\$135 /hr
		Stage/Theater/Lecture hall	\$0 /hr	\$20 -	\$25 /hr	\$45 -	\$55 /hr	\$125 -	\$135 /hr
		Classroom	\$0 /hr	\$12 -	\$15 /hr	\$35 -	\$40 /hr	\$80 -	\$90 /hr
	<b>High School</b>	Gym	\$0 /hr	\$25 -	\$30 /hr <sup>2</sup>	\$60 -	\$100 /hr	\$175 -	\$200 /hr
		Cafeteria	\$0 /hr	\$25 -	\$30 /hr	\$75 -	\$100 /hr	\$190 -	\$215 /hr
		FAF Theater	\$0 /hr	\$0 -	\$278 /hr	\$278/hr, 4hr minimum	\$278/hr, 4hr minimum	\$278/hr, 4hr minimum	\$278/hr, 4hr minimum
		Lecture Hall / Choir Hall	\$0 /hr	\$55 -	\$40 /hr	\$78/hr, 4hr minimum	\$78/hr, 4hr minimum	\$78/hr, 4hr minimum	\$78/hr, 4hr minimum
Black Box Theatre		\$0 /hr	\$0 /hr	\$125/hr, 4hr minimum	\$125/hr, 4hr minimum	\$125/hr, 4hr minimum	\$125/hr, 4hr minimum	\$125/hr, 4hr minimum	
Stadium Field Classroom		\$0 /hr	\$15 -	\$20 /hr	\$50 -	\$75 /hr	\$125 -	\$140 /hr	
<b>Other Facilities</b>	Parking Lot	\$0 /hr	\$0 /hr	\$0 /hr	\$75 /hr	\$75 /hr	\$100 /hr	\$100 /hr	
	Athletic or practice fields	\$0 /hr	\$0 /hr	\$0 /hr	\$25/participant/season	\$25/participant/season	\$25/participant/season	\$25/participant/season	
<b>B. Staff Rates</b>	Custodial	\$0 /hr <sup>1</sup>	\$28 /hr	\$31 /hr	\$31 /hr	\$32 /hr	\$32 /hr	\$32 /hr	
	Maintenance	\$0 /hr <sup>1</sup>	\$34 /hr	\$37 /hr	\$37 /hr	\$39 /hr	\$39 /hr	\$39 /hr	
<b>C. Other</b>	Equipment rentals	\$0 /hr <sup>1</sup>	Actual costs	Actual costs +10%	Actual costs +15%	Actual costs +15%	Actual costs +15%	Actual costs +15%	

**NOTES**  
<sup>1</sup> Groups in Priority 5 will be charged actual costs for Section B, "Staff Rates", when the activity occurs outside normal operating times, and will be charged actual costs of items in Section C, "Other".  
<sup>2</sup> Recreational or athletic groups in Tier 2 who use facilities for seasonal sports activities will be charged \$25 per participant, per season. Athletic clinics, camps or other athletic events of less than a month in duration will be charged normal rates.