

**NOTICE OF REGULAR BOARD MEETING  
BOARD OF TRUSTEES OF SANTA ANNA ISD**

**DATE:** 08-14-17  
**TIME:** 5:30 pm  
**PLACE:** Santa Anna High School Library, 701 Bowie, Santa Anna, TX

**AGENDA**

1. Opening by the President and Invocation
2. Open Forum
3. Action and Discussion Items

- 3.1 Action Approval of Minutes
- 3.2 Action Payment of Bills and Review of Financial Reports
- 3.3 Action Approve Santa Anna ISD Budget Amendment, If any
- 3.4 Action Approve Teacher Appraisal Calendar
- 3.5 Action Approve Student Code of Conduct and Review Student Handbooks
- 3.6 Discussion Superintendent Report
  - JH building
  - A/C Repairs
  - Housing update
  - 2-a-days report
  - First Rating Report (preliminary)
  - School Safety Audit
  - Pam West School Finance Consultant Agreement
  - School Board Training opportunity
- 3.7 Action Personnel: Closed Meeting (TGC 551.074)
  - Employment of Personnel
- 3.8 Action Hire Personnel

 David Robinett      8/19/17 Date

- Agenda items do not have to be taken in the same order as shown on this meeting notice.
- During the course of the meeting, should a discussion of any item on the agenda be held in executive session or closed session, the board may convene in such executive or closed session by law, "Government Code, Chapter 551."

## SANTA ANNA INDEPENDENT SCHOOL DISTRICT

## REGULAR MONTHLY MEETING

August 14, 2017

The regular monthly meeting of the Santa Anna I.S.D. Board of Trustees was held Monday August 14, 2017, at 5:30 P.M. in the Santa Anna I.S.D. Library.

President Janice Fellers called the meeting to order and announced that a quorum was present.

**MEMBERS PRESENT**

Denise Montgomery, Janice Fellers,  
Laurel Guthrie, Ray Jones,  
Roger Guerrero, David Herrod,  
Mike Pritchard arrived (7:20pm)

**MEMBERS ABSENT**

None

**SCHOOL OFFICIALS PRESENT**

David Robinett, Laurie Hunter, Aletha Patterson,  
Katrina Guerrero, Shannon Herrod

Ray Jones gave the invocation.

**APPROVAL OF MINUTES.** The minutes were provided for the board members in their monthly packets. The motion to accept the minutes as they are written was made by Laurel Guthrie, seconded by Denise Montgomery. The motion carried 6-0.

**PAYMENT OF THE BILLS.** A list of the monthly bills was provided for the Board to view. The motion to pay the bills was made by Ray Jones, seconded by Laurel Guthrie. The motion carried 6-0. (Attachment 1)

**APPROVE TEACHER APPRAISAL CALENDAR 2017-2018.** The teacher appraisal calendar was provided for the board to review. The motion to approve the teacher appraisal calendar was made by Laurel Guthrie, seconded by David Herrod. The motion carried 6-0. (Attachment 2)

**APPROVE STUDENT CODE OF CONDUCT AND REVIEW HANDBOOKS.** The Board was provided copies of the 2017-2018 Code of Conduct and the Student Handbooks. The motion to approve the Student Code of Conduct was made by David Herrod, seconded by Denise Montgomery. The motion carried 6-0.

**SUPERINTENDENT'S REPORT.** Mr. Robinett presented his report to the Board.

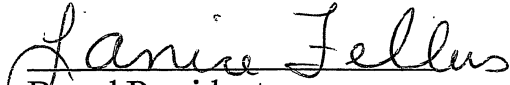
**PERSONNEL: CLOSED MEETING (TGC 551.074).** The Board convened into closed session at this time. When they reconvened into open session, the following action was taken.

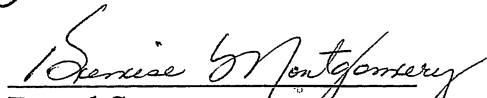
450

The Board approved to offer a one-year probationary contract to Joan Karnes as a junior high teacher. The motion made by Laurel Guthrie, seconded by Mike Pritchard. The motion carried 7-0.

**BUDGET WORKSHOP** A budget worksheet was prepared and presented to the board.

The next regular board meeting will be August 29, 2017 at 5:30pm.

  
Board President

  
Board Secretary

FINANCIAL REPORT  
AS OF JULY 31, 2017

Money Market Account	Rate of Interest	
Local Maintenance-Santa Anna National Bank	0.45	\$ 2,581,358.36
(PURCHASED CD 1/9/2012)	0.45	\$ 2,000,000.00
Interest & Sinking-Santa Anna National Bank	0.15	\$ 125,948.77
<b>GRAND TOTAL:</b>		<b>\$ 4,707,307.13</b>

**REVENUE RECEIVED FROM STATE JULY 1, 2017-JULY 31, 2017**

	Current Month	Total Amount to Date
Foundation	\$ 229,679.00	\$ 1,565,386.00
Available School Fund	\$ 11,688.00	\$ 87,829.00
Facilities Grant (Fund 599)		\$ 32,260.00
Child Nutrition	\$ 3,982.08	\$ 124,877.23
USDE MATCH	\$ -	\$ -
Title I, Part A	\$ 6,492.57	\$ 99,107.56
Title II, Part A	\$ 1,193.26	\$ 14,318.66
USDE Reap Grant Program		\$ 15,555.00
ACE Grant Reimbursement	\$ 23,634.27	\$ 168,391.65
Textbook Fund Reimbursement		\$ 6,559.43
Kindergarten Funding		\$ 819.00
ERATE		\$ -
<b>TOTAL FROM STATE:</b>	<b>\$ 276,669.18</b>	<b>\$ 2,115,103.53</b>

**REVENUE RECEIVED FROM LOCAL SOURCES JULY 1, 2017-JULY 31, 2017**

	Current Month	Total Amount to Date
Coleman County Taxes M & O (199)	\$ 10,797.75	\$ 909,981.08
Coleman County Taxes I & S (599)	\$ 638.89	\$ 59,280.85
Meal Payments	\$ 21.00	\$ 26,263.10
Athletic Receipts		\$ 11,859.15
Misc Revenue/Reimbursements*	\$ 502.00	\$ 21,586.95
Interest (199) MMS & CD	\$ 1,693.71	\$ 19,289.87
Interest (599) MMA Only	\$ 16.88	\$ 144.83
<b>TOTAL FROM LOCAL SOURCES:</b>	<b>\$ 13,670.23</b>	<b>\$ 1,048,405.83</b>

<b>MMA-JULY 1, 2017 BEGINNING BALANCE:</b>	\$ 2,495,805.15
<b>M&amp;O DEPOSITS &amp; OTHER ADDITIONS:</b>	\$ 286,987.64
<b>TOTAL CHECKS &amp; OTHER CHARGES:</b>	\$ 201,434.43
<b>(Including \$178,042.77 July 25, 2017 Payroll)</b>	

**PREPARED BY: KATRINA GUERRERO-8/09/2017**

Date Run: 08-09-2017 3:52 PM  
 Cnty Dist: 042-903  
 From 07-13-2017 To 08-09-2017  
 Accounting Period: A  
 Fund: 199 / 7 GENERAL FUND

YTD Check Register  
 SANTA ANNA ISD  
 Sort by Fund, Check Number

Program: FIN1800  
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 File ID: C

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj.-So-Org-Prog	Typ Cd	Reason	Amount	EFT
000717	07-18-2017		01079	CLAIMS ADMINISTRATI	199-11-6143.00-999-711000	D	JULY W/C PYMT	78.00	N
022113	08-09-2017		01963	APSCO INC	199-51-6319.00-999-799000 199-51-6319.00-999-799000 199-51-6499.00-999-799000	C	PLAYGROUND SAFETY SUP SUPPLIES SUPPLIES	92.60 43.05 79.67	N
<b>Check 022113 Total:</b>								<b>215.32</b>	
022114	08-09-2017		02856	AIR ONE MECHANICAL	199-51-6249.00-999-799000 199-51-6299.02-999-799000	C	AC REPAIR AC REPAIR	1,690.00 6,436.00	N
<b>Check 022114 Total:</b>								<b>8,126.00</b>	
022115	08-09-2017		00200	SOUTHWESTERN BELL	199-51-6259.00-999-799000	C	LONG DISTANCE TELEPHON	103.02	N
022116	08-09-2017		01535	ATMOS ENERGY CORP	199-51-6259.01-999-799000	C	NATURAL GAS	90.94	N
022117	08-09-2017		01217	BYLER TIRE & LUBE	199-34-6319.00-999-799000	C	FLAT FIXED/DISMOUNT & RE	67.00	N
022118	08-09-2017		00035	CAIN ELECTRICAL SUP	199-51-6319.00-999-799000	C	LIGHTS	450.00	N
022119	08-09-2017		00077	CARROLL FIRE & SAFE	199-51-6249.01-999-799000	C	ANNUAL FIRE ALARM/EXT IN	870.00	N
022120	08-09-2017		00159	CDW-G	199-11-6399.05-001-711000	C	WIRELESS ACCESS POINTS	14,029.68	N
022121	08-09-2017		01908	CEN-TEX FUELS	199-34-6311.00-999-799000 199-34-6311.SC-999-799000	C	FUEL FUEL	178.48 1,078.48	N
<b>Check 022121 Total:</b>								<b>1,256.96</b>	
022122	08-09-2017		00090	CHRONICLE AND D-V	199-41-6499.00-701-799000	C	LEGAL NOTICES/EMPLOYME	89.40	N
022123	08-09-2017		00135	CITY OF SANTA ANNA	199-51-6259.03-999-799000 199-51-6259.05-999-799000	C	WATER WATER	1,191.82 2,481.80	N
<b>Check 022123 Total:</b>								<b>3,673.62</b>	
022124	08-09-2017		02827	COLEMAN COUNTY EQ	199-34-6249.00-999-799000 199-51-6319.00-999-799000	C	BUS 12 AC REPAIR HYDRAULIC FLUID/STAINER	1,138.71 207.90	N
<b>Check 022124 Total:</b>								<b>1,346.61</b>	
022125	08-09-2017		00080	COLEMAN COUNTY TE	199-51-6259.00-999-799000	C	LOCAL TELEPHONE	529.42	N
022126	08-09-2017		00055	COOPER SUPPLY	199-51-6319.02-001-791000	C	WEED KILLER	59.99	N
022127	08-09-2017		00558	DAK TECH	199-11-6399.05-001-711000 199-11-6399.05-101-711000	C	SERVER SERVER	1,319.50 1,319.50	N
<b>Check 022127 Total:</b>								<b>2,639.00</b>	
022128	08-09-2017		01811	DEPARTMENT OF PUB	199-41-6499.00-701-799000	C	CRIMINAL HISTORY	1.00	N
022129	08-09-2017		00161	ESC, REGION XV	199-34-6499.00-999-799000	C	8 HR BUS TRAINING/3 DRIVE	165.00	N
022130	08-09-2017		01984	ETC	199-41-6211.00-702-799000	C	MONTHLY SVC	61.95	N
022131	08-09-2017		02772	HAWK HILL SALES	199-51-6319.00-999-799000	C	THROTTLE CABLE	33.36	N

\* indicates voided checks

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj.So-Org-Prog	Typ Cd	Reason	Amount	EFT
022132	08-09-2017		01176	HIGGINBOTHAM BROS	199-11-6399.00-001-722000	C	SUPPLIES	106.38	N
					199-51-6319.00-999-799000		SUPPLIES	49.57	
					199-51-6319.01-999-799000		SUPPLIES	20.24	
							<b>Check 022132 Total:</b>	<b>176.19</b>	
022133	08-09-2017		01574	HOME DEPOT	199-51-6499.00-999-799000	C	JH BUILDING SUPPLIES	137.18	N
					199-51-6499.00-999-799000		JH BUILDING SUPPLIES	349.00	
							<b>Check 022133 Total:</b>	<b>486.18</b>	
022134	08-09-2017		00555	INTERSTATE ALL BATT	199-51-6319.00-999-799000	C	GYM FLOOR MACHINE BATT	213.90	N
022135	08-09-2017		02800	JACKIE SOWELL	199-36-6411.05-001-799000	C	OAP CONF LODGING/MEALS	271.30	N
022136	08-09-2017		01511	JACKSON PLUMBING	199-51-6249.00-999-799000	C	JH PLUMBING	452.00	N
022137	08-09-2017		00052	CARD SERVICE CENTE	199-11-6399.00-001-711000	C	GRADEBOOKS	88.50	N
					199-11-6399.00-001-722000		SAWSTOP BRAKE CARTRID	69.00	
					199-11-6399.05-001-711000		JH BUILDING TECH WIRING	381.37	
					199-11-6411.02-001-722000		AG CONF FEE	300.00	
					199-23-6411.00-001-711000		PRINCIPAL LAW CONF	632.27	
					199-23-6411.00-101-711000		PRINCIPAL LAW CONF	632.27	
					199-34-6499.00-999-799000		BUS DRIVER TRAINING MEA	23.12	
					199-36-6411.01-001-791000		COACHING SCHOOL	864.54	
					199-36-6411.04-001-799000		UIL CONF LODGINIG/MEALS	571.63	
					199-41-6419.00-702-799000		BOARD MEETING SUPPLIES	29.46	
					199-41-6419.00-702-799000		SLI HOUSING/FELLERS	433.82	
							<b>Check 022137 Total:</b>	<b>4,025.98</b>	
022138	08-09-2017		00189	MAY ISD	199-36-6499.00-999-799000	C	SPRING MEET DUES	2,500.00	N
022139	08-09-2017		01043	MAYFIELD PAPER CO	199-51-6319.00-999-799000	C	SUPPLIES	423.01	N
022140	08-09-2017		00484	O'REILLY AUTO PARTS	199-34-6319.00-999-799000	C	SUPPLIES	65.78	N
022141	08-09-2017		01914	PEST HUNTERS PEST	199-51-6299.00-999-799000	C	YEARLY/MONTHLY SVC	575.00	N
022142	08-09-2017		01918	PIONEER ATHLETICS	199-51-6319.01-999-799000	C	FB GOAL POST PAINT	124.49	N
022143	08-09-2017		01863	RELIANT, DEPT 0954	199-51-6259.02-999-799000	C	ELECTRICITY	5,075.88	N
022144	08-09-2017		00481	SHERWIN-WILLIAMS C	199-51-6499.00-999-799000	C	PAINT FOR DOORS	122.32	N
022145	08-09-2017		00149	TEXAS SIX MAN COAC	199-36-6411.01-001-791000	C	COACHING SCHOOL	325.00	N
022146	08-09-2017		00926	TOSHIBA FINANCIAL S	199-11-6269.00-999-711000	C	COPIER LEASE	804.29	N
022147	08-09-2017		01446	TOSHIBA FINANCIAL S	199-11-6269.00-999-711000	C	COPIER LEASE	499.29	N

Date Run: 08-09-2017 3:52 PM  
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 From 07-13-2017 To 08-09-2017  
 Accounting Period: A  
 Fund: 199 / 7 GENERAL FUND

YTD Check Register  
 SANTA ANNA ISD  
 Sort by Fund, Check Number

Program: FIN1800  
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 File ID: C

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj,So-Org-Prog	Typ Cd	Reason	Amount	EFT
022148	08-09-2017		02807	VGI TECHNOLOGY	199-52-6219.00-999-799000	C	SECURITY CAMERAS	2,050.00	N
					199-52-6399.00-999-711000		SECURITY CAMERAS	6,625.00	
							<b>Check 022148 Total:</b>	<b>8,675.00</b>	
022149	08-09-2017		01089	WESTAIR-PRAXAIR DIS	199-11-6399.00-001-722000	C	MONTHLY RENTAL FEE	25.43	N
							<b>Fund 199 / 7 Total</b>	<b>58,727.31</b>	

\* indicates voided checks

Date Run: 08-09-2017 3:52 PM  
 Cnty Dist: 042-903  
 From 07-13-2017 To 08-09-2017  
 Accounting Period: A  
 Fund: 599 / 7 DEBT SERVICE FUND

YTD Check Register  
 SANTA ANNA ISD  
 Sort by Fund, Check Number

Program: FIN1800  
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 File ID: C

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj.So-Org-Prog	Typ Cd	Reason	Amount	EFT
022112	08-02-2017		00951	U.S. BANK	599-71-6511.00-999-799000	C	BOND PYMT	55,000.00	N
					599-71-6521.00-999-799000		BOND PYMT	17,716.25	
							<b>Check 022112 Total:</b>	<b>72,716.25</b>	
							<b>Fund 599 / 7 Total</b>	<b>72,716.25</b>	

\* indicates voided checks



Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj.S0-0rg-Pr0g	Typ Cd	Reason	Amount	EFT
002247	07-27-2017		00822	SAVE A LIFE SKILLS	865-00-2190.EL-000-700000	D	CPR cards	28.50	N
002248	08-03-2017		01739	Wal-Mart	865-00-1110.00-000-700000	D	Students' school supplies	362.08	N
002249	08-05-2017		01663	SAM'S CLUB	865-00-2190.EL-000-700000	D	Open House & Meet the	472.23	N
<b>Fund 865 / 7 Total</b>								<b>862.81</b>	

Check Nbr	Check Date	Credit Memo	Vend Nbr	Payee	Fnd-Fnc-Obj-So-Org-Prog	Typ Cd	Reason	Amount	EFT
010058	07-18-2017		01802	VARSITY SPIRIT FASHI	866-00-2190.20-000-700000	D	HS CHEER UNIFORMS	6,014.89	N
010059	07-18-2017		01802	VARSITY SPIRIT FASHI	866-00-2190.19-000-700000	D	JR HIGH CHEER UNIFORMS	2,207.56	N
010060	08-07-2017		02824	CHRISTOPHER HOLLO	866-00-2190.01-000-700000	D	COMPUTER REPAIR	360.00	N
071717	07-17-2017		01726	Card Service Center	866-00-2190.19-000-700000 866-00-2190.20-000-700000	D	FUNTIER DAY SUPPLIES FUNTIER DAY SUPPLIES	15.11 72.11	N
							<b>Check 071717 Total:</b>	<b>87.22</b>	
073117	07-31-2017		01726	Card Service Center	866-00-2190.01-000-700000 866-00-2190.01-000-700000 866-00-2190.01-000-700000	D	AVERY LABELS COMPUTER SUPPLIES COMPUTER SUPPLIES	14.49 113.48 593.30	N
							<b>Check 073117 Total:</b>	<b>721.27</b>	
							<b>Fund 866 / 7 Total</b>	<b>9,390.94</b>	
							<b>Grand Totals:</b>	<b>141,697.31</b>	

End of Report

# 2017-2018 TEACHER APPRAISAL CALENDAR

## SANTA ANNA ISD

SEPTEMBER				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

T-TESS Campus Training August 9, 2017

Goal Setting Conferences August 9-August 16, 2016

*Walkthroughs may begin immediately*

Teacher In-service Days  
School Holidays

OCTOBER				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

NOVEMBER				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

DECEMBER				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JANUARY				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

FEBRUARY				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

MARCH				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

APRIL				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				



### Non-Observation Days in RED

\*The two weeks following the day of T-TESS training

\*No appraisal observations may be conducted the day before or after a school holiday or the day of district or state testing.

### Days you may Observe in BLUE

End of Year Conference *Must* be held prior to May 4, 2017

### Goal Setting and Professional Development Plan

Submitted to the appraiser for approval within six weeks from the day of completion of orientation.

### Pre-Conference Meeting

A pre-conference meeting is held 1-3 days prior to Announced Formal Observations

### Post-Conference Meeting

A post-conference meeting is held within 10 days after observation

### End-of-Year Conferences

The Summative Annual Conference Period ends no later than 15 working days before the last day of instruction