



BOARD OF SCHOOL TRUSTEES
KELLER INDEPENDENT SCHOOL DISTRICT

11D. Report

Date: August 18, 2011

SUBJECT: YEARLY BOARD AGENDA CALENDAR

FUNCTION: Governance

DISTRICT KEY STRATEGIC PRIORITY:

- Educational Excellence
- Excellence in Student, Parent, and Community Relations
- Excellence in Operational Processes and Systems
- Employee Excellence and Organizational Improvement
- Excellence in Financial Stewardship

FISCAL NOTE: None

Background Information:

- Routine Board agenda items remain from previous years with priority Board items included on a yearly basis.
- Items are noted on the yearly Board meeting agenda calendar as preview/action, reports, web postings, and Friday Updates, etc.

Administrative Considerations:

- Revisions will be made and reported to you throughout the year as needed.

Communication Deployment:

- Board Meeting Minutes

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Respectfully submitted,

James R. Veitenheimer
Superintendent

BOARD MEETING AGENDA CALENDAR 2011-2012

THURSDAY, AUGUST 18

EXECUTIVE SESSION

Employment Recommendations
Legal Update

HEARINGS

Proposed Budget for 2011-12

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Employee Benefits
Acute Shortage Area Designations
Student Code of Conduct
District Performance Objectives
Memorandum of Understanding with JJAEP
Shared Services Agreement – Regional Day School Program for Deaf
(if required)
Budget Amendments
Budget Hearing/Approval of Next Year/Final Amendment Current Year
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
Michelle Whiteley
Johjania Najera
Charles Carroll
Charles Carroll
Charles Carroll
Heather Hughes

Kristin Williams
Mark Youngs
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators
District Improvement Plan (Fourth Quarterly)
Transfer from SRO's to Security Specialists
2011 Accountability Ratings
Yearly Board Agenda Calendar

Shellie Johnson
Charles Carroll
Jeff Baker
Deana Lopez
James Veitenheimer

WORK SESSION/DISCUSSION

Continuous Improvement
Scheduling and Upcoming Events

James Veitenheimer
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
District Improvement Plan (Fourth Quarterly)
Yearly Board Agenda Calendar
Investments Summary
Monthly Financial Summary
Collection of Ad Valorem Taxes
Check Register

Shellie Johnson
Charles Carroll
James Veitenheimer
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATES

District Student and Parent Handbooks
Adequate Yearly Progress
Transportation – Pay for Ride

Charles Carroll
Deana Lopez
Dana Chandler

BOARD NOTES

August 18, 2011

THURSDAY, SEPTEMBER 15

EXECUTIVE SESSION

Employment Recommendations
Legal Update

HEARINGS

Schools First

Mark Youngs

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Class Size Waiver
School Health Advisory Council
Resolution and Agreement Regarding Extracurricular Status
Of 4-H Organization
Budget Amendments
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
Charles Carroll
Charles Carroll /Cindy Harton
Deana Lopez

Kristin Williams
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators
K-2 Reading Assessment
Adequate Yearly Progress
Annual Administrative Regulations Update
Summer Construction Update
Delinquent Tax Collections

Shellie Johnson
Deana Lopez
Deana Lopez
Joe Griffin
Hudson Huff
Mark Youngs

WORK SESSION/DISCUSSION

Continuous Improvement
Scheduling and Upcoming Events

James Veitenheimer
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
K-2 Reading Assessment
Adequate Yearly Progress
Summer Construction Update
Investments Summary
Collection of Ad Valorem Taxes
Monthly Financial Summary
Check Register

Shellie Johnson
Deana Lopez
Deana Lopez
Hudson Huff
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATE

Extended School Year and Regular Programs
TAC/DEIC/Diversity/Non-Exempt Advisory Committees Update

Deana Lopez
Charles Carroll
Vicki Burris
Dana Chandler

BOARD NOTES

Review effectiveness of team building.
Review Board goals and update on progress.

THURSDAY, OCTOBER 13

EXECUTIVE SESSION

Employment Recommendations
Legal Update

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Instructional Materials Allotment
Budget Amendments
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
Deana Lopez
Kristin Williams
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators
District Improvement Plan
Student Assessment (Texas English Language Proficiency Assessment System - TELPAS, LEP/Language Data)
Campus Improvement Planning Carousel
10 Year Business Plan
Teacher Turnover

Shellie Johnson
Charles Carroll
Deana Lopez

Charles Carroll
Vicki Burris
Penny Benz

WORK SESSION/DISCUSSION

Continuous Improvement
Scheduling and Upcoming Events

James Veitenheimer
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
District Improvement Plan
Student Assessment (Texas English Language Proficiency Assessment System - TELPAS, LEP/Language Data)
Campus Improvement Plans (on campus websites)
10 Year Business Plan
Teacher Turnover
Investments Summary
Collection of Ad Valorem Taxes
Monthly Financial Summary
Check Register

Shellie Johnson
Charles Carroll
Deana Lopez

Charles Carroll
Vicki Burris
Penny Benz
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATES

First Six Weeks Attendance
Transportation – Pay for Ride

Charles Carroll
Dana Chandler

BOARD NOTES

Board reviews Superintendent evaluation policy and confirms dates and process for January Supt. summative evaluation

THURSDAY, NOVEMBER 10

EXECUTIVE SESSION

Employment Recommendations
Legal Update

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Renewal Agreement for the After-School
Program Between Keller ISD and the City of Fort Worth
Candidate for Election to the Board of the Tarrant Appraisal District
Budget Amendments
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
Mark Youngs

Mark Youngs
Kristin Williams
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators
NCLB Highly Qualified Teachers
Core Functions Carousel

Shellie Johnson
Johjania Najera
Charles Carroll

WORK SESSION/DISCUSSION

Continuous Improvement
Scheduling and Upcoming Events

James Veitenheimer
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
NCLB Highly Qualified Teachers
Investments Summary
Monthly Financial Summary
Collection of Ad Valorem Taxes
Check Register

Shellie Johnson
Johjania Najera
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATES

Second Six Weeks Attendance
Performance-Based Monitoring System (PBMS)
Transportation – Pay for Ride

Charles Carroll
Deana Lopez
Dana Chandler

BOARD NOTES

Board workshop to review and update district goals using data
from most recent AEIS report.
Board of Trustees Self Evaluation

THURSDAY, DECEMBER 8

EXECUTIVE SESSION

Employment Recommendations
Legal Update

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
High School Allotment Performance Objectives
TASB Participation Renewal
Budget Amendments
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
Deana Lopez
James Veitenheimer
Kristin Williams
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators
Student Assessment (ACT, SAT, AP)
Announcement of Board Training Hours

Shellie Johnson
Deana Lopez
James Veitenheimer

WORK SESSION/DISCUSSION

Continuous Improvement
Scheduling and Upcoming Events

James Veitenheimer
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
Announcement of Board Training Hours
Investments Summary
Collection of Ad Valorem Taxes
Monthly Financial Summary
Check Register

Shellie Johnson
James Veitenheimer
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATES

Release of AEIS Report
Transportation – Pay for Ride

Amanda Barrios
Dana Chandler

BOARD NOTES

Prepare for Superintendent summative in January.
Board self-evaluation.

THURSDAY, JANUARY 12

EXECUTIVE SESSION

Employment Recommendations
Legal Update

HEARINGS

AEIS

Amanda Barrios

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
2009-10 Comprehensive Annual Financial Report (CAFR)
Budget Amendments
Investment Policy [CDA (Legal) & CDA (Local)]
Participation in TEXPOOL, Logic, and Texstar Investment Groups
Bids/Bid Renewals
Purchases Exceeding \$50,000
Superintendent Contract

James Veitenheimer
Penny Benz
Mark Youngs
Kristin Williams
Mark Youngs
Mark Youngs
Lori Tudor
Lori Tudor
James Veitenheimer

REPORTS

Outstanding Achievements of Students & Educators
Update on Demographics and Enrollment Projections -
 Third Quarter Demographics
Dell Services
10 Year Business Plan
Class Size Waivers

Shellie Johnson
Hudson Huff

Joe Griffin
Vicki Burris
Charles Carroll

WORK SESSION/DISCUSSION

Continuous Improvement
2012-2013 Budget
Scheduling and Upcoming Events

James Veitenheimer
Mark Youngs
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
Update on Demographics and Enrollment Projections
 Third Quarter Demographics
10 Year Business Plan
Superintendent's Contract
Investments Summary
Collection of Ad Valorem Taxes
Monthly Financial Summary
Check Register

Shellie Johnson
Hudson Huff

Vicki Burris
James Veitenheimer
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATES

PSAT Preliminary Results
Third Six Weeks Attendance
Transportation – Pay for Ride

Amanda Barrios
Charles Carroll
Dana Chandler

BOARD NOTES

Develop Board performance goals
Superintendent Summative Evaluation
Review/Reaffirm/Adopt District Vision Statement
Board Appreciation Month

James Veitenheimer
James Veitenheimer

THURSDAY, FEBRUARY 9

EXECUTIVE SESSION

Employment Recommendations
Legal Update

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Order for Board of School Trustee Election
Recommendations for Closed Campuses
Textbook Adoption
Budget Amendments
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
James Veitenheimer
Hudson Huff
Deana Lopez
Kristin Williams
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators
District Strategic Improvement Plan (Second Quarterly)
STAAR
District Technology Plan
Compliance of Board of School Trustees Training Hours

Shellie Johnson
Charles Carroll
Deana Lopez
Joe Griffin
James Veitenheimer

WORK SESSION/DISCUSSION

Continuous Improvement
2012-2013 Budget
Scheduling and Upcoming Events

James Veitenheimer
Mark Youngs
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
District Strategic Improvement Plan (Second Quarterly)
District Technology Plan
Compliance of Board of School Trustees Training Hours
Investments Summary
Monthly Financial Summary
Collection of Ad Valorem Taxes
Check Register

Shellie Johnson
Charles Carroll
Joe Griffin
James Veitenheimer
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATES

Fourth Six Weeks Attendance
Transportation – Pay for Ride

Charles Carroll
Dana Chandler

BOARD NOTES

Develop Supt. performance goals.
Review Supt. instrument and process.
Adopt new/make changes to Supt. Evaluation instrument and process as necessary.
Review Board evaluation instrument and process

THURSDAY, MARCH 8

EXECUTIVE SESSION

Employment Recommendations
Legal Update
Administrative Contracts

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Textbook Adoption
2012-2013 School Calendar/Calendar Waivers
Budget Amendments
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
Deana Lopez
Charles Carroll
Kristin Williams
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators

Shellie Johnson

WORK SESSION/DISCUSSION

Continuous Improvement
2012-2013 Budget
Scheduling and Upcoming Events

James Veitenheimer
Mark Youngs
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
Investments Summary
Collection of Ad Valorem Taxes
Monthly Financial Summary
Check Register

Shellie Johnson
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATES

Student Transfer Process
Transportation – Pay for Ride

Charles Carroll
Dana Chandler

BOARD NOTES

THURSDAY, APRIL 12

EXECUTIVE SESSION

Employment Recommendations
Legal Update
Professional Instructional Staff Contracts

Penny Benz

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Employment Contracts for Administrators
Budget Amendments
2012-2013 School Calendar/Calendar Waivers
Employment of District Auditors
Bids/Bid Renewals
Purchases Exceeding \$50,000
Food Service Management Contract Renewal

James Veitenheimer
Penny Benz
Penny Benz
Kristin Williams
Charles Carroll
Mark Youngs
Lori Tudor
Lori Tudor
Vicki Burris

REPORTS

Outstanding Achievements of Students & Educators
District Strategic Improvement Plan (Third Quarterly)
10 Year Business Plan

Shellie Johnson
Charles Carroll
Vicki Burris

WORK SESSION/DISCUSSION

Continuous Improvement
2012-2013 Budget
Scheduling and Upcoming Events

James Veitenheimer
Mark Youngs
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
District Strategic Improvement Plan (Third Quarterly)
Investments Summary
Collection of Ad Valorem Taxes
Monthly Financial Summary
Check Register
10 Year Business Plan

Shellie Johnson
Charles Carroll
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams
Vicki Burris

FRIDAY UPDATES

Fifth Six Weeks Attendance
Transportation – Pay for Ride

Charles Carroll
Dana Chandler

BOARD NOTES

Superintendent incorporates priorities from district goals and Superintendent performance goals into DIP and budget for next year.
Review Board goals and update on progress.

THURSDAY, MAY 10

EXECUTIVE SESSION

Employment Recommendations
Legal Update

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Employment Contracts for Professional Instructional Staff
Election Canvass/Seat Board/Administer Oath of Office
Reorganization of the Board of School Trustees
Delegate for Assembly (and Alternate)
Bilingual/ESL Summer School
Education Service Center Contracts
Budget Amendments
Ad Valorem Tax Collections Contract
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
Penny Benz
James Veitenheimer
James Veitenheimer
James Veitenheimer
Deana Lopez
Deana Lopez
Kristin Williams
Mark Youngs
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators
Summer Construction/Renovation

Shellie Johnson
Hudson Huff

WORK SESSION/DISCUSSION

Continuous Improvement
2012-2013 Budget
Scheduling and Upcoming Events

James Veitenheimer
Mark Youngs
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
Preliminary TAKS Results
Summer Construction/Renovation
Natatorium
Investments Summary
Monthly Financial Summary
Collection of Ad Valorem Taxes
Check Register

Shellie Johnson
James Veitenheimer
Hudson Huff
Bob DeJonge
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATES

Extended School Year and Regular Programs
TAC/DEIC/Diversity/Non-Exempt Advisory Committees Update

Transportation – Pay for Ride

Deana Lopez
Charles Carroll
Vicki Burris
Dana Chandler

BOARD NOTES

Superintendent and Board clarify vision and mission and update
Long range plans for the district.
Board of Trustees Election
Reorganization of the Board of Trustees
New Member Orientation

THURSDAY, JUNE 7

EXECUTIVE SESSION

Employment Recommendations
Legal Update

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Education Service Center Contracts
Title I, Part C, Carl D. Perkins Formula Grant, IDEA-B Formula,
IDEA-B Preschool Grants
Federal Funding for Special Education
Federal Program Applications
Depository Bid Contract (if required)
Delinquent Tax Collection Contract
Budget Amendments
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
Deana Lopez

Deana Lopez
Heather Hughes
Deana Lopez
Mark Youngs
Mark Youngs
Kristin Williams
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators
Fine Arts/Athletics Report

Campus Planning Celebration Carousel

Shellie Johnson
David Stevens
Bob DeJonge
Charles Carroll

WORK SESSION/DISCUSSION

Continuous Improvement
2012-2013 Budget
Scheduling and Upcoming Events

James Veitenheimer
Mark Youngs
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
Fine Arts/Athletics Report

Health Services
Investments Summary
Collection of Ad Valorem Taxes
Monthly Financial Summary
Check Register

Shellie Johnson
David Stevens
Bob DeJonge
Cindy Harton
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams

FRIDAY UPDATES

Sixth Six Weeks Attendance
Board Member Conflict of Interest
Transportation – Pay for Ride

Charles Carroll
Amanda Bigbee
Dana Chandler

BOARD NOTES

Review Supt. evaluation process and Supt. goals with new Board members.
Review/revise Board Standard Operating Procedures.
Review Board goals with new members.
Budget Workshop

THURSDAY, JULY 19

EXECUTIVE SESSION

Employment Recommendations
Legal Update

PREVIEW/ACTION ITEMS

Minutes
Employment Recommendations
Benefits – Third Party Administrator (TPA) (if required)
Budget Amendments
Collection of Ad Valorem Taxes Contract
Bids/Bid Renewals
Purchases Exceeding \$50,000

James Veitenheimer
Penny Benz
Michelle Whiteley
Kristin Williams
Mark Youngs
Lori Tudor
Lori Tudor

REPORTS

Outstanding Achievements of Students & Educators
10 Year Business Plan

Shellie Johnson
Vicki Burris

WORK SESSION/DISCUSSION

Continuous Improvement
2012-2013 Budget
Scheduling and Upcoming Events

James Veitenheimer
Mark Youngs
James Veitenheimer

WEB POSTINGS

Outstanding Achievements of Students & Educators
Investments Summary
Collection of Ad Valorem Taxes
Monthly Financial Summary
Check Register
10 Year Business Plan

Shellie Johnson
Kristin Williams
Kristin Williams
Kristin Williams
Kristin Williams
Vicki Burris

FRIDAY UPDATES

Extended School Year and Regular Programs
Truancy Report
Transportation – Pay for Ride

Deana Lopez
Charles Carroll
Dana Chandler

BOARD NOTES

Superintendent's State of the District report to Board
Superintendent Formative Evaluation/Goal Setting
Review/Revise District Goals
Review/Revise Board Standard Operating Procedures
Board Team Building
Budget Workshop

James Veitenheimer
James Veitenheimer
James Veitenheimer
James Veitenheimer