

OFFICE OF MANAGEMENT SERVICES  
CITY HALL, ROOM 4F  
DALLAS, TEXAS 75201

Sample - Pres. Packet

FIRST CLASS

Council 1980

10 mailed to:  
Brownville  
Edinburg/McA  
El Paso  
Garlingen  
Leasland  
Rockwall  
Cibola  
Pasadena  
R. Rock  
Pt. Lassa

Save Open Space  
Mrs. Kathryn Perrine



TO: Local League Presidents (one copy)

LWV-Texas  
Council, 1980  
Presidents Packets

So that we (LWV-T) understand that you understand what we're understanding (nobody said it was going to be EASY), we offer the following explanation for the attached forms:

DUPLICATE PRESIDENTS MAILING (DPM)

Not to be confused with the national DPM, or the state or national president's mailings, this subscription covers a duplicate (with some exceptions--see form) of everything sent free to local League presidents in their regular mailings. The DPM is recommended for at least every local League vice-president. (In some Leagues, the VOTER editor receives a DPM also.) If your League operates with fewer DPMs, it definitely places the burden of dissemination on fewer people who hopefully are in good health and stay in town!

STANDING ORDER (SO)

The general contents are listed on the attached form. A Standing Order is recommended for every local League board member who does not receive a DPM.

DEADLINES

At the end of the LWV-T fiscal year (5/31), the state office records for local League boards and state subscriptions self-destruct. Therefore, we MUST have the partial board list and subscription requests returned no later than May 15. If you can pre-pay the subscriptions, it will save us the time and expense of sending an invoice to your treasurer.

The form covering your complete board and local program is important but not quite as crucial--May 16 would be fine (ASAP).

Thanks for your cooperation.



LWV-Texas  
Council, 1980  
Presidents Packets

1980-81 Local League DPM and Standing Order Subscription Form  
Plus Partial Board List

PLEASE COMPLETE AND RETURN THIS FORM NO LATER THAN MAY 15, 1980.

LEAGUE OF WOMEN VOTERS OF \_\_\_\_\_

PRESIDENT \_\_\_\_\_ TREASURER \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

LEGISLATIVE CHAIR \_\_\_\_\_ PROGRAM VICE PRESIDENT \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

\*\*\*\*\*

DUPLICATE PRESIDENTS MAILING (DPM)-- Duplicate of local League Presidents Mailing (occasional exceptions will be based on availability, appropriateness and/or cost of material). Sent directly to subscriber at \$20 annually, including tax and postage. Subscriptions for 1979-80 will expire May 31, 1980. DPM subscriptions for 1980-81 should be sent to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*

STANDING ORDER--State Board Reports, state League Directory (state board list, state calendar, state program), state consensus, state publications catalog, etc. Sent to local League publications chair or other single destination. \$7 annually, including tax and postage.

Number of subscriptions requested \_\_\_\_\_

To be mailed to the following person for distribution:

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_



LWV of Texas  
Council, 1980  
Presidents Packets

TO: Local League Presidents  
FROM: State office  
RE: 1980-81 Local League Board of Directors and Local Program

Please complete and return this form to the state office by May 15. If your board is not complete by that date, please inform the state office of later appointments.

LEAGUE OF WOMEN VOTERS OF \_\_\_\_\_

PRESIDENT'S TELEPHONE NUMBER ( ) \_\_\_\_\_  
area code

LOCAL LEAGUE OFFICE (if applicable) \_\_\_\_\_  
Address Zip

LOCAL LEAGUE TELEPHONE NUMBER (if applicable) ( ) \_\_\_\_\_  
area code

PORTFOLIO	NAME (PLEASE USE 1ST NAME)	ADDRESS	ZIP	TELEPHONE
-----------	----------------------------	---------	-----	-----------

Officers  
President

Secretary

Treasurer

Program Vice-President  
Items & Chairs

Legislative Chair

Organization Vice-Pres.

Membership

Unit Organization

Finance

Community Relations Vice-Pres.

VOTER

Public Relations

Voters Service

Publications

(OVER)



**Budget Chair**

Name	Address	Zip	Telephone
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**Nominating Committee Chair**

Name	Address	Zip	Telephone
------	---------	-----	-----------

**Bylaws Chair**

Name	Address	Zip	Telephone
------	---------	-----	-----------

**Other**

**LOCAL PROGRAM ITEMS: (e.g., School District Study; Mass Transit Study, etc.)**



TO: LL Presidents, 2nd copy to  
Publications Chair

LWV-Texas  
April, 1980  
President's Packet (2)  
I. R.  
Publications

RE: ORDER BLANK FOR PUBLIC SCHOOL FINANCE MATERIAL

The League of Women Voters of \_\_\_\_\_ wants to  
order the following Public School Finance material:

Ship to (or picked up at Council by): \_\_\_\_\_

Address \_\_\_\_\_

NOTE: Parcel Post/Third Class postage is free. Orders will be mailed third class unless other instructions are noted. PRICES INCLUDE THIRD CLASS POSTAGE BUT DO NOT INCLUDE SALES TAX. Please add 5% sales tax unless resale certificate is on file in state LWV office.

Priority Mail: Add 20% to cost of publications.

REGULAR DISCOUNTS APPLY: 20% for 11-50 copies  
30% for 51-500 copies  
40% for 501-1000 copies

<u>TITLE</u>	<u>PRICE</u>	<u>NO. OF COPIES</u>	<u>TOTAL</u>
<u>Facts &amp; Issues: PSF</u>	.50	_____	\$ _____
<u>Leaders Guide: PSF</u>	1.00	_____	\$ _____
		5% sales tax	_____
		20% priority mail?	_____
		Total enclosed	_____

RETURN THIS FORM TO: League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701



TO: LL Presidents, 2nd copy to  
Publications Chair

LWV-Texas  
April, 1980  
President's Packet (2)  
I. R.  
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<u>Facts &amp; Issues: PSF</u>	.50	_____	\$ _____
<u>Leaders Guide: PSF</u>	1.00	_____	\$ _____

5% sales tax \_\_\_\_\_

20% priority mail? \_\_\_\_\_

Total enclosed \_\_\_\_\_

RETURN THIS FORM TO: League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701



CONSENSUS DEADLINE: NOVEMBER 24, 1980

LWV-Texas  
April, 1980  
President's Packet (3)  
II. C. 2. b.  
Program - Public School  
Finance

PUBLIC SCHOOL FINANCE CONSENSUS QUESTIONS

PLEASE MAKE THREE COPIES. SEND TWO COPIES TO: League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701  
RETAIN ONE COPY FOR YOUR FILES.

LWV OF \_\_\_\_\_ . Type of meeting(s) held \_\_\_\_\_  
\_\_\_\_\_. No. of meetings held \_\_\_\_\_. No. of members  
participating \_\_\_\_\_. Total membership of League \_\_\_\_\_.

- I. What kind of state school finance system would you prefer for Texas? Please rate your preference, using: 0 (not acceptable), 1, 2, or 3 (most preferred).

\_\_\_\_\_ Foundation school program  
\_\_\_\_\_ Guaranteed tax base yield  
\_\_\_\_\_ Full state funding  
\_\_\_\_\_ Voucher plan  
\_\_\_\_\_ Other (please specify) \_\_\_\_\_

- II. What components of the school finance system should be strengthened? Please rate your preference (see Question I).

\_\_\_\_\_ Flat grants (e.g. Available School Fund)  
\_\_\_\_\_ Overall level of Foundation School Program  
\_\_\_\_\_ Overall level of Foundation School Program but only if statewide  
\_\_\_\_\_ Local Fund Assignment increases proportionately  
\_\_\_\_\_ Equalization aid  
\_\_\_\_\_ Equalization aid but reward local tax effort also  
\_\_\_\_\_ Reduction of statewide Local Fund Assignment

- III. Should the state

\_\_\_\_\_ Disallow local districts' use of state school finance money for tax relief?  
\_\_\_\_\_ Allow local districts' use of state school finance money for tax relief?  
\_\_\_\_\_ Require local districts' use of state school finance money for tax relief?



## IV. If the Foundation School Program is retained and funding increased:

A. What features of the present Foundation School Program should receive increased funding? Please rate (see Question I above).

- ☐ Salaries  
☐ Pupil-teacher ratio lowered  
☐ Maintenance and Operation allocation  
☐ Transportation funding  
☐ Present "categorical aid" programs (please rate):

- ☐ Vocational education  
☐ Special education  
☐ Compensatory education  
☐ Kindergarten  
☐ Drivers education  
☐ Bilingual education

B. What new features should be added (please rate):

- ☐ Research and evaluation personnel  
☐ Testing costs  
☐ Gifted and Talented programs  
☐ Facilities funding  
☐ Teacher training (professional growth, etc.)  
☐ Other (please specify) \_\_\_\_\_

V. To make the state system of school finance more sensitive to individual pupil needs, which of the following would be acceptable to you? Please rate (see Q.I).

- ☐ Weighted pupil approach  
☐ Weighted program approach  
☐ Weighted personnel approach  
☐ Excess cost approach  
☐ Flat grant approach  
☐ Other (please specify) \_\_\_\_\_

VI. By which of the following methods should the number of pupils be counted in determining state funding?

- ☐ Average daily attendance (ADA)  
☐ Average daily membership (ADM)

VII. Would you support or oppose a limit on local enrichment?

Support \_\_\_\_\_ Oppose \_\_\_\_\_

If you would support a limit, under what circumstances would you support a limit (or what limit would you support)?

\_\_\_\_\_

\_\_\_\_\_



CONSENSUS DEADLINE: NOVEMBER 24, 1980

LWV-Texas  
April, 1980  
President's Packet (3)  
II. C. 2. b.  
Program - Public School  
Finance

PUBLIC SCHOOL FINANCE CONSENSUS QUESTIONS

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1212 Guadalupe, #109  
Austin, TX 78701  
RETAIN ONE COPY FOR YOUR FILES.

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\_\_\_\_\_ Full state funding  
\_\_\_\_\_ Voucher plan  
\_\_\_\_\_ Other (please specify) \_\_\_\_\_  
\_\_\_\_\_

- II. What components of the school finance system should be strengthened? Please rate your preference (see Question I).

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- more -



## IV. If the Foundation School Program is retained and funding increased:

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## Salaries

\_\_\_\_\_ Pupil-teacher ratio lowered

\_\_\_\_\_ Maintenance and Operation allocation

\_\_\_\_\_ Transportation funding

\_\_\_\_\_ Present "categorical aid" programs (please rate):

\_\_\_\_\_ Vocational education

\_\_\_\_\_ Special education

\_\_\_\_\_ Compensatory education

\_\_\_\_\_ Kindergarten

\_\_\_\_\_ Drivers education

\_\_\_\_\_ Bilingual education

B. What new features should be added (please rate):

\_\_\_\_\_ Research and evaluation personnel

\_\_\_\_\_ Testing costs

\_\_\_\_\_ Gifted and Talented programs

\_\_\_\_\_ Facilities funding

\_\_\_\_\_ Teacher training (professional growth, etc.)

\_\_\_\_\_ Other (please specify) \_\_\_\_\_

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\_\_\_\_\_ Weighted pupil approach

\_\_\_\_\_ Weighted program approach

\_\_\_\_\_ Weighted personnel approach

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\_\_\_\_\_ Flat grant approach

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Support \_\_\_\_\_

Oppose \_\_\_\_\_

If you would support a limit, under what circumstances would you support a limit (or what limit would you support)?

\_\_\_\_\_  
\_\_\_\_\_



CONSENSUS DEADLINE: NOVEMBER 24, 1980

LWV-Texas  
April, 1980  
President's Packet (3)  
II. C. 2. b.  
Program -- Public School  
Finance

PUBLIC SCHOOL FINANCE CONSENSUS QUESTIONS

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1212 Guadalupe, #109  
Austin, TX 78701

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☐ Average daily membership (ADM)

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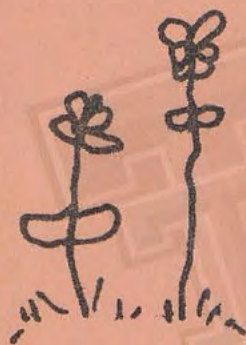
Support \_\_\_\_\_ Oppose \_\_\_\_\_

If you would support a limit, under what circumstances would you support a limit (or what limit would you support)?

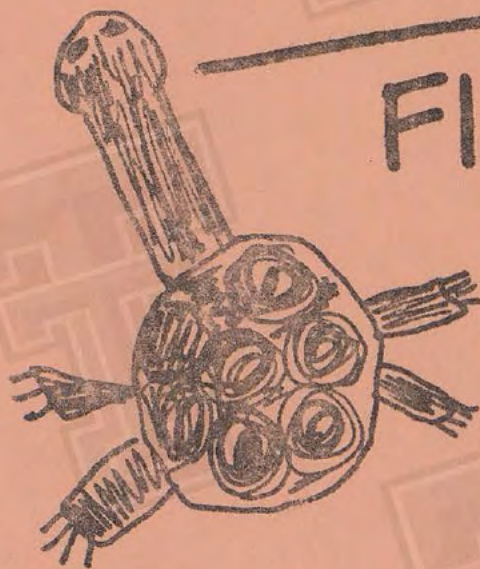
\_\_\_\_\_

\_\_\_\_\_





# PUBLIC + SCHOOL --- FINANCE



A LEADERS GUIDE

League of Women Voters of Texas Education Fund  
1212 Guadalupe No. 109 Austin, Texas 78701  
March, 1980



This Leaders guide is designed to help resource committees organize to do the best job possible of informing and involving members in making decisions on public school financing in Texas. It offers

- background on League's involvement in public school finance in Texas and the rationale for restudy of the issue;
- present positions not included in the restudy and why;
- tips on involving and informing your members prior to reaching member agreement;
- techniques for reaching member agreement;
- a glossary of school finance terms; and
- an appendix of data which we hope will prove helpful to the committee in presenting material, making visual aids, and in understanding the intricacies of public school finance in Texas.

Where we are.

The springboard for League's involvement in school finance issues was the U.S. District Court decision handed down in San Antonio on December 23, 1971 in the case of Demetrio Rodriguez et al. vs. San Antonio Independent School District et al. The court ruled:

"The current system of financing public education in Texas discriminates on the basis of wealth by permitting citizens of affluent districts to provide a higher quality education for their children, while paying lower taxes....



"Now it is incumbent upon the defendants (State Commissioner and Board of Education, State Attorney General San Antonio School District) and the Texas Legislature to determine what new form of financing should be utilized to support public education. The selection may be made from a wide variety of financing plans so long as the program adopted does not make the quality of public education a function of wealth other than the wealth of the state as a whole...."

The decision did not rule the property tax unconstitutional, nor did the court say the property tax could not be used to support public education. The court did not say that spending on each child must be equal. The court did stipulate that the resources for educating each child in Texas' public schools be a function of the wealth of the entire state rather than of the child's particular school district.

At State Council in 1972 an emergency program study item on public school finance was adopted. Program is not usually adopted at Council but in this case delegates agreed that the study needed to be done and that it should be adopted in 1972. League's study resulted in our present school finance positions being formulated and adopted in 1973.

The U.S. Supreme Court overturned by a 5-4 vote the lower court ruling in March 1973. In doing so it did not exonerate Texas' system of school finance but said merely that it did not violate the 14th amendment to the U.S. Constitution--



the equal protection amendment. The Court threw the ball back to the state legislature.

During the 1975, 1977 and the 1979 legislative sessions League efforts centered on reform of the property tax system. Property tax administration and collection was deemed the most grossly inequitable part of the school finance system--and the most promising for reform efforts. Passage of SB 621 in the 1979 session crowned our efforts with success. Implementation of this bill which creates a single appraisal district in each county will go a long way toward bringing order to that has been a hopelessly chaotic system of property tax administration in Texas.

League delegates to the State Convention in 1979 said they wanted to restudy and update our school finance positions. The action was called for because (1) new League leaders and members have come into the League in the intervening 7 years who need the update and to participate in forming our positions, (2) changes have been made in the system during the very active period of the 1970's and need to be incorporated in our thinking, and (3) League has the experience of seven years action in school finance and can focus more sharply (if it so desires) on issues than it could have in 1973.

Some positions will remain unchanged.

It is the opinion of the LWV-T Public School Finance committee



that the following two positions still represent the grass-roots opinion of League members. If this is not the case, please note your League's differences on your consensus report forms or on a separate sheet of paper and LET US KNOW. The League supports

- an increase in the level of state support to Texas public schools to ensure that all Texas school children receive a high quality education,....
- supplementation of local district capital outlay by the state to equalize facilities.

Tips on involving and informing members before reaching member agreement.

Even for a state study item a resource committee is necessary at the local level. The committee must take the state F&I and the consensus questions and translate the statewide facts and figures into local facts and figures. For example, the F&I says that the state allots \$25 per enrolled student for up to 20% of the students in grades 10-12 for drivers education. But, how much does Your ISD (YISD) spend on this program? Is the program cut back to serve only the number of students that can be funded by the state allocation? Is tuition charged? Do League members think drivers ed is important to a "high quality" education so that the state should provide more money? The answers to these questions will make public school finance come alive for Leaguers in YISD (and help answer question IV).



The committee might want to identify key items--compensatory education, bilingual ed, voc ed, special ed, local enrichment, etc.--and seek out the appropriate school official for an interview. If the topic is one for which there are opposing views, those opposing viewpoints should be sought out in order to present an unbiased, balanced picture.

If you are fortunate enough to have several members on your committee you will want to make assignments to spread the load (and the satisfaction of a job well done). One tactic is to identify leaguers willing to become "the expert" on a particular aspect of school finance.

The most commonly used method of informing League members (in addition to the F&I) is the VOTER article. This means can be used in some creative ways which would include but not be limited to:

1. Guest articles written by local experts, e.g.

- a. an article on use of ADA vs ADM. How would be affected if the state went to ADM? Who would be opposed to the shift and why?
- b. special education--perhaps two columns, one by a school administrator and one by a special ed parent; or one by a special ed administrator and one by a regular program administrator.
- c. local enrichment--what does it pay for and should those services be included in FSP?
- d. vocational ed--costs to society of a dropout vs. cost of keeping the student in school; does voc.



ed keep a student in school?--juvenile judge  
vs. school administrator point of view.  
e. weighted program approach--does your local business  
superintendent think that would make accounting  
more difficult or less? Does the superintendent  
of instruction like the idea or not?

2. Articles written by a committee member after interviews  
have been done.

3. Articles excerpted from other League publications.

4. Charts, graphs, tables or other displays of facts.

NOTE: The resource committee must research and interview to  
find the best sources of information, articles, or facts  
and if a guest article is to be done must define and  
outline the scope of the article and the questions it  
wants answered. Caution must be taken than the VOTER  
not become a sounding board for a particular point of  
view but that both sides of any question be represented.

Other ways of informing the members include:

--go-see tours to schools or classes relating to the issues.

--presentation of visual information through slide  
shows, photographs, or films.

--invite subject experts to resource committees, general  
meetings, and panels.

--use case histories to present information.

--meet with other groups and organizations interested in the  
issue of school finance.



Techniques for reaching member agreement.

The most commonly used and the most thorough means of reaching member agreement is by means of group discussion in a unit meeting. With a subject such as school finance with all its complexities it would be ideal if each League could have two meetings--a public, information meeting followed by the discussion meeting at which the consensus is taken or two discussion meetings with consensus being taken at the second. We have scheduled the consensus deadline so that two meetings might be held in the fall--September and October--and the results reported in November. (League scheduling may prohibit this in some cases, obviously.)

Ideally the unit discussion should be led by a discussion leader who has been thoroughly briefed and rehearsed by the resource committee ahead of time. If the recorder can be briefed as well it would facilitate recording the consensus. The unit should be provided with one (or more) resource persons who can answer factual questions that might arise.

NOTE: It is essential that the resource person(s) and the discussion leader have a copy of the Guide to Consensus and that they have thoroughly reviewed its contents. This document describes in as much detail as possible (1) the purpose of each consensus question, (2) suggested time table for discussion, (3) where the information to answer the question is to be found, and (4) suggestions for leading the discussion. PLEASE USE THE GUIDE!!! It will be distributed in the May mailing from the state office.



Other methods of reaching member agreement include use of (1) questionnaires through your VOTER, (2) telephone polls, and (3) concurrence with recommendations of resource committees or unit groups or concurrence with a statement formulated by your League board. If you do not choose one of these means of reaching member agreement within your own League, you are in effect concurring with the position arrived at by the other Leagues in Texas.

Helpful resources: IN LEAGUE, LWVUS Pub. #275, pp. 35-36, "Managing Program: Studying the Issue/ Researching and Presenting the Facts." Agreement/ Consensus." pp. 37-38, "Reaching Member

MEANINGFUL MEETINGS: The Role of the Resource Committee, LWVUS Pub. #319.

#### Glossary of Terms.

Listed below are some of the most commonly used terms in public school finance discussions. All of these terms are described in detail in the Facts-and-Issues but you might want to prepare a visual aid to have at each discussion unit for reference by League members not as familiar as you are with the terms.

ADA	Average daily attendance or student in average daily attendance
ADM	Average daily membership or average number of students enrolled in a school district
ASF	Available school fund. Interest and income



from Permanent School Fund; distributed on a flat grant basis to all districts on the basis of their ADA (regardless of the wealth of the district)

FSP Foundation School Program. (1) A method of state-local sharing of the costs of a state-defined "basic education program" guaranteed to each child in the state. (2) Texas' Foundation School Program which defines the guaranteed school program in terms of a guaranteed expenditure level for (a) transportation, (b) current operations, (c) personnel, and (d) certain categorical and other programs, such as, bilingual education, vocational education, special education, compensatory education, drivers education.

Local enrichment Expenditures by local districts over the expenditure level guaranteed in the Foundation School Program; totally funded by local tax dollars.

LFA Local fund assignment. The share of the cost of the FSP assigned to be paid with local funds of the school district.

PU Personnel unit. The number of personnel unit for which salaries will be guaranteed under the Foundation School Program are calculated for each district but the actual number of persons employed is at the discretion of the school district. For example, 100 PUs will



allow a district to employ: 100 teachers or 95 teachers and 5 librarians; or 70 teachers and 50 Educational Aide IIs; or 50 teachers and 91 Educational Aide I's; or 50 teachers and 62 teacher trainees.

Additional Data--Appendix.

The appendix contains a potpourri of information to assist the resource committee (1) in understanding some of the complexities of public school finance and (2) in preparing visual aids for use at the consensus meetings.

The table of program weights, Appendix A, is an example of what it takes to implement a weighted program approach. This particular table was developed as part of Governor Briscoe's school finance package in 1975. The weights assigned to the various programs were based on actual costs compiled from 1972-73 data in 42 "exemplary school districts" by the Governor's Office of Educational Research and Planning (GOERP). The actual dollar amounts are outdated of course but your committee might consider showing the table to your school Superintendent of Business or General Superintendent as a conversation starter and asking whether they think such a plan could be implemented, if the weights are reasonably accurate, and what advantages and disadvantages they see in implementing a weighted program approach for your school district.



Another example of a weighted program approach, that used in Florida, is found on page 204 of School Finance: The Economics and Politics of Public Education by Walter I. Garms, et al. (see Bibliography sent on DPM in November 1979).

Close examination of the next two tables, Appendix B and Appendix C, will shed some light on the relationship between the state personnel unit allocations in the FSP and the pupil/teacher ratios actually seen in the local classroom (see also PU under Glossary of Terms on pp. 9-10 of Leaders' Guide). The law does require that "...95 percent of the personnel units...earned by a school district as a result of student attendance in kindergarten and grade one...shall be used to employ personnel assigned instructional duties in kindergarten and grade one...." Similarly 80% of the personnel units earned in grades two and three shall be used to employ instructional personnel in those grades. The law goes on to say that "...Regular teachers..., special area teachers, educational aides, and librarians assigned to those grades shall be included in these calculations...." We hope this makes clear the responsibility of the state and of the local school district respectively in setting pupil/teacher ratios.

Consensus question IV-A asks whether Leaguers would like to see relatively more money put into lowering pupil/teacher ratios. The resource committee must make it clear that the state could fund lowering the pupil/teacher ratio but it would be up to the local school district as to whether it wanted to use the extra funds in that manner or not.



Special education funding is of great interest and concern in education circles at the present time so a comprehensive explanation of special education is included for your information (Appendix D).

Appendix E is taken from Benchmarks for 1979-80 School District Budgets in Texas, a publication of the Texas Research League.

It should provide ample material for visual aids--such as, a bar chart or graph contrasting teachers' salaries, facilities funding, local enrichment, or per pupil expenditure. The full publication shows data from each of the 1072 school districts in Texas grouped by county within the Regional Education Service Centers. It should be available in your local public or university library.

Appendix F describes one district's program of in-service training. This material will aid in answering question IV-B which relates to what new programs or components should be included in the Foundation School Program. Because it relates to components not presently in the statewide public school finance system, this question is not readily answered by material available at the state level. If your League (school district) wants a particular component considered and the material is sent to the State Office, every effort will be made to issue it as an addendum to this Leaders' Guide in time for other Leagues to consider it in their consensus meetings.



Appendix A: Table of program weights submitted to Legislature by  
Gov. Briscoe's Office of Educational Research and  
Planning--1975.

FTE WEIGHTS

The recommended weights for the next biennium are presented below. In future bienniums, it is recommended that the State Board of Education be responsible for the generation of weights to be presented to the legislature for its consideration.

PROGRAMS	WEIGHT/FTE <sup>1</sup> (DOLLARS)	
	1975-76	1976-77
Regular Programs		
Kindergarten	1.20 (\$ 780)	1.20 (\$ 840)
1-3	1.00 (\$ 650)	1.20 (\$ 840)
4-6	1.00 (\$ 650)	1.00 (\$ 700)
7-8	1.05 (\$ 683)	1.05 (\$ 735)
9-12	1.15 (\$ 748)	1.15 (\$ 805)
Vocational-Technical Programs		
Agriculture	2.63 (\$1,710)	2.63 (\$1,841)
Distributive Education	1.25 (\$ 813)	1.25 (\$ 875)
Health Education	1.50 (\$ 975)	1.50 (\$1,050)
Home Economics	2.00 (\$1,300)	2.00 (\$1,400)
Office	2.00 (\$1,300)	2.00 (\$1,400)
Industrial	2.50 (\$1,625)	2.50 (\$1,750)
Industrial Arts	2.25 (\$1,463)	2.25 (\$1,575)
Special Education		
Visually Handicapped	4.45 (\$2,893)	4.45 (\$3,185)
Orthopedically Handicapped	4.86 (\$3,159)	4.86 (\$3,402)
Minimally Brain Injured	3.33 (\$2,165)	3.33 (\$2,331)
Auditorially Handicapped	3.57 (\$2,321)	3.57 (\$2,499)
Educable Mentally Retarded	2.20 (\$1,430)	2.20 (\$1,540)
Trainable Mentally Retarded	2.64 (\$1,716)	2.64 (\$1,848)
Speech Handicapped	4.57 (\$2,971)	4.57 (\$3,200)
Emotionally Disturbed	3.77 (\$2,451)	3.77 (\$2,639)
Language/Learning Disability	3.33 (\$2,165)	3.33 (\$2,331)

<sup>1</sup> This is not a weight per participating pupil, but a weight prorated over time actually spent in the program. One FTE equals 30 hours per week for one pupil.



## Appendix B: Salary index

Pay Grade	Personnel Unit Value	(c) SALARY INDEX BY STEPS														
		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	.55	.460	.480	.500	.520	.540	.560	.580	.610	.630	.650	.670	.690	.710	.730	.750
2	.60	.530	.550	.570	.590	.610	.630	.660	.690	.720	.750	.780	.810	.820	.830	.840
3	.75	.630	.650	.670	.700	.730	.760	.790	.820	.830	.840	.850	.860	.870	.880	.890
4	.80	.680	.710	.740	.770	.800	.830	.860	.900	.940	.980	1.020	1.060	1.100	1.140	1.180
5	.90	.720	.750	.780	.820	.860	.900	.940	.980	1.030	1.080	1.130	1.180	1.230	1.280	1.350
6	.95	.780	.810	.840	.880	.920	.960	1.000	1.050	1.100	1.150	1.200	1.250	1.300	1.350	1.500
7	1.00	.900	.930	.963	1.000	1.040	1.083	1.130	1.180	1.234	1.290	1.350	1.410	1.470	1.530	1.590
8	1.00	.963	1.000	1.040	1.083	1.130	1.180	1.234	1.290	1.350	1.410	1.470	1.530	1.590	1.650	1.710
9	1.15	.980	1.020	1.060	1.100	1.150	1.210	1.270	1.330	1.390	1.450	1.520	1.590	1.660	1.730	1.800
10	1.20	.990	1.040	1.090	1.140	1.190	1.250	1.310	1.370	1.430	1.490	1.560	1.630	1.700	1.770	1.840
11	1.25	1.050	1.090	1.140	1.190	1.250	1.310	1.370	1.430	1.490	1.550	1.610	1.670	1.730	1.790	1.850
12	1.30	1.074	1.127	1.179	1.231	1.283	1.335	1.387	1.450	1.523	1.596	1.669	1.753	1.836	1.919	2.002
13	1.40	1.158	1.210	1.262	1.314	1.367	1.419	1.481	1.544	1.617	1.690	1.773	1.857	1.930	2.013	2.096
14	1.50	1.236	1.288	1.341	1.393	1.456	1.519	1.582	1.644	1.718	1.791	1.875	1.959	2.053	2.147	2.241
15	1.75	1.330	1.393	1.456	1.519	1.582	1.644	1.728	1.812	1.896	1.990	2.095	2.200	2.304	2.409	2.513
16	2.00	1.487	1.561	1.634	1.707	1.781	1.864	1.948	2.042	2.137	2.241	2.357	2.472	2.587	2.702	2.817
17	2.25	1.728	1.781	1.843	1.906	1.990	2.074	2.168	2.273	2.378	2.493	2.618	2.744	2.870	2.996	3.122
18	2.50	1.781	1.875	1.969	2.074	2.189	2.304	2.419	2.535	2.650	2.765	2.880	2.996	3.111	3.226	3.341



Appendix C: Positions, pay grades, titles, and number of annual contract months under the Texas Public Education Compensation Plan.

Pay Grade	No. Months Paid	Class Title
1	10	Educational Aide I
1	10	Educational Secretary I
2	10	Educational Aide II
2	10	Educational Secretary II
3	10	Educational Aide III
3	10	Educational Secretary III
4	10	Teacher Trainee I
5	10	Teacher Trainee II
5	10	Certified Nondegree Teacher
7	10	Nurse, R.N. and/or Bachelor's Degree
7	10	Special Education Related Service Personnel, Bachelor's Degree
7	10	Teacher, Bachelor's Degree
7	10	Vocational Teacher, Bachelor's Degree and/or
	11	Certified in Field
	12	
7	10	Librarian I, Bachelor's Degree
7	10	Visiting Teacher I, Psychological Associate, Bachelor's Degree
8	10	Special Education Related Service Personnel, Master's Degree
8	10	Teacher, Master's Degree
8	10	Vocational Teacher, Master's Degree
	11	
	12	
8	10	Librarian II, Master's Degree
8	10	Physician, M.D.
9	10	Teacher, Bachelor of Laws or Doctor of Jurisprudence Degree
9	10	Teacher, Doctor's Degree
9	10	Special Duty Teacher, Master's Degree
10	10	Educational Diagnostician
10	10	Visiting Teacher II, Master's Degree
10	10	Counselor I, Psychologist
10	10	Supervisor I
10	10	Part-time Principal — 11 or fewer teachers on campus
10	10	Instructional/Administrative Officer I
11	10	Assistant Principal — 20 or more teachers on campus
11	10	Instructional/Administrative Officer II
12	11	Principal — 19 or fewer teachers on campus
12	10	Instructional/Administrative Officer III
13	11	Principal — 20-49 teachers on campus
13	11	Instructional/Administrative Officer IV
14	11	Principal — 50-99 teachers on campus
14	12	Principal — 100 or more teachers on campus
14	12	Instructional/Administrative Officer V
14	12	Superintendent — District with 400 or less ADA
15	12	Instructional/Administrative Officer VI
15	12	Superintendent — District with 401-3,000 ADA
16	12	Instructional/Administrative Officer VII
16	12	Superintendent — District with 3,001-12,500 ADA
17	12	Instructional/Administrative Officer VIII
17	12	Superintendent — District with 12,501-50,000 ADA
18	12	Superintendent — District with 50,000 or more ADA



#### APPENDIX D

##### Special Education/Vocational Education

Special education and vocational education are particularly expensive to fund and the Foundation School Program attempts to recognize this by providing different formulas for both. Since personnel are the most expensive budget item, the FSP has different formulas for calculating Personnel Units for both special and vocational education, based on the need for smaller pupil:teacher ratios. In addition, there are larger operations allotments based on the number of PU's in each program to account for the expense of instructional materials. The methods of calculating special education and vocational education PU's are described in the section on Personnel Units.

Special education funding has become of greater concern since the enactment in 1975 of PL 94-142, The Education for All Handicapped Act. This federal law requires local districts to educate all handicapped children from ages 3-21, including those needing residential placement. The law provides some funding in the realization that it added some special education students to the rolls of most districts. Some educators believe this federal funding is intended only for a transition period. Others believe it will continue. As with any funding subject to congressional appropriation, however, the prospect of budget cuts due to the state of the economy is a concern for many districts who need funds from federal, state, and local sources to carry out the requirements of the act. In other words, if the federal money were not appropriated, many districts would have to pick up the tab with local taxes if the state did not do so.

##### Personnel Units

The process of determining how many Personnel Units (PU's) a district is entitled to and how that district may use its PU's to



hire personnel is described below. While the formulas may seem confusing, they do indicate how a local district gets money for personnel, how much money it gets, and how pupil:teacher ratios are determined. Recall from the Facts and Issues that most districts hire additional personnel paid for solely by local funds in order to reduce the pupil:teacher ratio. Districts usually also pay on a scale that exceeds the salary allotments provided by the FSP. Both of these are examples of a very common type of local enrichment.

#### Determining Personnel Units

1. Determine Average Daily Attendance (ADA) for the best five six week periods of the school year.

2. Determine total FSP PU's:

Grades K-3	1 PU per	18.5	ADA
Grades 4-6	1 PU per	21	ADA
Grades 7-9	1 PU per	20	ADA
Grades 10-12	1 PU per	18	ADA

3. Determine special education PU values; multiply by .25; subtract from total FSP PU's.

The maximum FSP special education personnel formula is available to districts that identify and serve 12% of their pupil population. Actual allocations, however, are limited by a maximum appropriation placed on special education. Therefore, the formula may not always apply.

The maximum FSP entitlement is based on 30 PU's for the first 3000 ADA, 1 PU for each additional 100 ADA up to 6000 students and .85 PU for each 100 ADA thereafter.

4. Determine vocational education PU values; multiply by .50; subtract from remaining total FSP PU's.



Vocational education also has a maximum appropriation.

Vocational education Personnel Unit values are allotted on the basis of district requests and supporting course enrollment at TEA specified levels.

5. The remaining total FSP PU's may now be used to employ regular program personnel. Various classes of personnel are assigned different PU values and pay grades. Examples follow.

<u>Pay Grade</u>	<u>PU Value</u>	<u>Class Title</u>
1	.55	Ed. Aide I
3	.75	Ed. Aide II
7	1.00	Teacher with B.A.
10	1.20	Counselor
13	1.40	Principal - campus with 20-49 teachers
18	2.50	Superintendent - district with 50,000+ ADA

Personnel units are allocated on a district basis. A simpler example is provided, however, based on a hypothetical three year high school. The example shows how a "district" may make use of its total FSP PU allotment.

#### Hypothetical High School

With an ADA of 1800 students in grades 10-12, HHS is entitled to 1 PU per 18 ADA - 100 PU's. Assuming there is no special education or vocational education to subtract out, the total PU's available to employ regular personnel from the to aides is therefore 100 PU's. Here's how H.H.S. may choose to use its PU allotment:

<u>Pay Grade</u>	<u>Title</u>	<u>PU value</u>	<u>Number employed</u>	<u>Total PU</u>
14	Principal	1.50	x 1	1.50
11	Ass't. Principal	1.25	x 2	2.50
10	Counselor	1.20	x 3	3.60
8	Librarian	1.00	x 2	2.00
7	Nurse	1.00	x 1	1.00
1	Secretary	.55	x 2	1.10
1	Aide	.55	x 3	1.65
				<u>13.35</u>



Total FSP allotment	100.00
PU's used for above support positions	- 13.35
PU's available for classroom teachers	86.65

During a typical 6 hour day, fourteen teachers would not be available for classroom instruction in each given hour as each teacher is given one planning period a day by law. Therefore, the average pupil: teacher ratio would not be the 18:1 ratio we might conclude from a brief glance at the formulas, but rather 25:1.

#### FSP Salary Funding for Personnel Units

Once the PU allotment is determined and personnel hired, FSP salary cost must be calculated. SB 350, passed by the 66th Legislature in 1979, established a state monthly salary for 1.0 in the State Compensation Plan as \$997 for the 1979-80 school year and \$1,048 for the 1980-81 school year. A salary index schedule is used which has eighteen pay grade levels which indicate job classification (i.e., aide, librarian, teacher, counselor, principal, etc...). Each pay grade has a base plus fourteen steps which indicate credit for years of experience in the profession. An employee progresses one step for each year of work experience; however, an employee must remain at steps 10, 11, 12, and 13 for two years before progressing to the next step level. Each step of each pay grade has an assigned index value which is multiplied by the monthly base salary of \$997. This amount, in turn, is then multiplied by the number of months employed per year to determine the employee's FSP salary. For example, a teacher with a bachelor's degree and four years experience has an index value of 1.04. His/her salary is determined by multiplying the base salary of \$997 by the 1.04 index value and by 10 months to arrive at a yearly salary of \$10,368.80 ( $\$997 \times 1.04 \times 10 = \$10,368.80$ ). The FSP salary for all FSP personnel in the district is computed in this fashion and totaled to determine the FSP salary cost in the district.



Appendix E: Table 4, Benchmarks for 1979-80 School District  
Budgets in Texas, Texas Research League, pp 6-7.  
(with explanation of Table 4 taken from pp 4-5).

Houston ISD, the first district shown in Table 4, had 180,868 students (ADA) in 1977-78. Using that figure, Houston budgeted \$125.39 per student for general administration in 1978-79, plus \$149.37 for instructional and school administration for a total of \$274.76 (figure not shown on table), or 17.5% of total current operating expenses. Column 4 shows that \$967.06 was budgeted for direct instructional service plus \$28.69 (Column 5) for instructional-related service (excluding administration shown separately in Column 3). Houston budgeted \$69.60 for pupil services (Column 6) plus \$29.46 for transportation (Column 7). Adding \$197.33 for plant maintenance and operation and \$6.52 for community service to the previous amounts gives a total current operating expense of \$1,573.42 per student shown in Column 10. In addition, Houston budgeted \$133.77 per student for debt service and \$351.77 for capital outlay (Column 12). Column 13 shows that beginning balances in operating funds on September 1, 1978, were shown as \$65.79 per student.

The figures on the second page of Table 4 will be explained in more detail in the remainder of this report, but brief mention of the figures on the first line (Houston ISD) may help at this point.

In 1977-78 Houston paid classroom teachers an average salary of \$13,516 (Column 15) which was 7% above the state average (PAR = 107 in Column 16) and 16.3% above the minimum salary prescribed by the State (Column 17). Column 18 shows that Houston had a pupil-teacher ratio of 17.8 to 1 in 1977-78. Similar data for the current 1978-79 school year is not yet available, but Column 14 indicates that Houston ISD budgeted a 7.2% increase in its payroll for the current year.

The STAP Board study determined that the market value of taxable property in Houston ISD was \$134,227 per ADA (Column 19) or 16% above the state average (PAR = 116, Column 20). Property assessments by the city for the school district averaged 37.9% of market value (Column 21) for an effective tax rate of 64.4¢ per \$100 (Column 22) and 56.5¢ for maintenance (Column 23). The difference between these two rates indicates an effective rate for debt service of 7.9¢ per \$100 in 1977-78.

Market value data will not be compiled for 1978-79, but some indication of the change in taxes may be gleaned from the rates shown in Columns 24 and 25. A tax rate of \$1.59 was needed to produce the same tax revenue in 1978-79 as was levied the previous year. A higher tax rate (\$1.70) was actually adopted. That tax rate produced a tax levy of \$911 per student shown in Column 26. The property tax levy for maintenance and operations was \$798 per student (Column 27). Allowing 1½% for uncollectible taxes under an accrual method and subtracting Houston's share of the Foundation Program (Local Fund Assignment of \$180 per ADA) leaves \$606 per student for enrichment of the Foundation Program (Column 28). The last column indicates that the per-student enrichment was \$52 more than the level last year.



Appendix E: Table A, Benchmarks for 1977-78 School District Budgets in Texas, Texas Research League, pp. 1-7 (with explanation of Table A taken from pp. 1-5)

Comparing these figures with those compiled two years ago,<sup>1</sup> Houston ISD has increased the average teacher's salary from \$12,251 in 1975-76 to \$13,516 in 1977-78. The pupil-teacher ratio dropped from 18.6 to 17.8. The effective tax rate in 1975-76 was 70.0¢ compared to 64.4¢ in 1977-78. The actual tax rate has remained at \$1.70, but the ratio of assessments to market value dropped from 41.2% in 1975 to 37.9% in 1977 according to the GOER and STAPB studies. Market value of taxable property increased from \$97,258 per student in 1975-76 to \$134,227 not only because of economic growth and inflation of property values but because of fewer students.

tion shown separately in Column 10. Houston budgeted \$69.60 for pupil services (Column 6) plus \$29.46 for transportation (Column 7). Adding \$197.33 for plant maintenance and operation and \$8.52 for community services to the previous amount gives a total current operating expense of \$1,573.41 per student shown in Column 10. In addition, Houston budgeted \$183.77 per student for debt service and \$251.77 for capital outlay (Column 12). Column 13 shows the beginning balance in operating funds on September 1, 1978, was shown as \$68.79 per student.

<sup>1</sup>Bench Marks for 1977-78 School District Budgets in Texas, Table 1.

The figures in the second page of Table A will be explained in more detail in the remainder of this report, but other mention of the figures on the first line (Houston ISD) may help at this point.

In 1977-78 Houston paid classroom teachers an average salary of \$13,516 (Column 12) which was 74 above the state average (\$12,251 in Column 16) and 16.35 above the minimum salary prescribed by the State (Column 17). Column 18 shows that Houston had a pupil-teacher ratio of 17.8 to 1 in 1977-78. Similar data for the current 1978-79 school year is not yet available, but Column 14 indicates that Houston ISD budgeted a 7.28 increase in its payroll for the current year.

The STAPB study determined that the market value of taxable property in Houston ISD was \$134,227 per ADA (Column 19) or 156 above the state average (\$118,000, Column 20). Property assessments by the city for the school district averaged 37.9% of market value (Column 21) for an effective tax rate of 64.4¢ per \$100 (Column 22) and 58.5¢ for maintenance (Column 23). The difference between these two rates indicates an effective rate for debt service of 7.9¢ per \$100 in 1977-78.

Market value data will not be compiled for 1978-79, but some indication of the change in taxes may be gleaned from the rates shown in Columns 24 and 25. A tax rate of \$1.59 was needed to produce the same tax revenue in 1978-79 as was levied the previous year. A higher tax rate (\$1.70) was actually adopted. That tax rate produced a tax levy of \$211 per student shown in Column 25. The property tax levy for maintenance and operations was \$198 per student (Column 27). Allowing 15¢ for uncollectible taxes under an accrual method and subtracting Houston's share of the Foundation Program (local fund assignment of \$184 per ADA) leaves \$606 per student for general fund revenue (Column 28). The last column indicates that the per-student enrichment was \$63 more than the last year.



TABLE 4

## AMOUNT PER STUDENT BUDGETED 1978-79 BY FUNCTION

District	Coop.	Students (ADA)		ADMINISTRATION		INSTRUCTIONAL		Pupil	Trans.	Plant Maint.	Community	Total Cur.	Debt	Capital	Op. Fund Bal.
		1977-78		General	Instrcnl.	Service	Related	Service	portation	& Operation	Service	Op. Expense	Service	Outlay	9178
		(1)		(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
HOUSTON ISD		180868		\$125.39	\$149.37	\$ 967.06	\$ 28.69	\$ 69.60	\$ 29.46	\$197.33	\$ 6.52	\$1573.42	\$133.77	\$351.77	\$ 65.79
DALLAS ISD		119682		94.68	252.42	1020.49	36.61	96.59	20.69	273.60	13.23	1808.33	127.73	281.89	91.72
FORT WORTH ISD		62369		51.90	151.21	935.24	42.10	93.24	57.62	191.90	.48	1523.69	72.40	241.66	125.16
SAN ANTONIO ISD		57162		52.11	132.41	963.96	33.95	106.96	14.75	153.14	.35	1457.61	72.67	43.33	8.34
EL PASO ISD		54596		65.94	95.99	899.04	43.52	67.14	26.77	188.50	8.48	1395.38	97.67	115.84	109.21
AUSTIN ISD		53109		90.46	218.82	1008.53	38.95	122.21	48.72	250.37	6.95	1785.01	168.93	116.37	202.68
YSLETA ISD		39374		47.44	76.28	764.24	18.51	41.98	13.67	147.07	2.81	1112.00	163.15	98.54	12.59
CORPUS CHRISTI ISD		35563		52.75	140.39	940.75	30.65	76.36	34.94	167.99	71.88	1515.70	73.19	63.03	152.36
SPRING BRANCH ISD		34279		101.08	138.75	880.73	63.41	116.46	52.62	264.54	.49	1618.07	181.15	77.50	156.53
RICHARDSON ISD		33774		44.62	135.24	808.18	31.49	72.15	16.53	186.31	.00	1294.72	295.66	354.28	10.63
PASADENA ISD		32577		204.24	100.73	843.24	35.32	85.95	38.20	154.26	.00	1461.93	137.83	250.09	519.33
NORTH EAST ISD		30708		53.00	119.30	887.46	31.62	81.16	44.43	205.79	.06	1422.81	107.53	173.70	175.85
LUHBOK ISD		29433		67.62	146.16	900.24	38.78	111.89	31.21	187.70	3.10	1486.71	88.17	47.33	101.00
ALDINE ISD		28724		57.25	94.99	803.28	23.32	65.24	62.82	131.05	.87	1238.83	161.39	197.85	2480.47
NORTHSIDE ISD		28072		52.91	110.03	867.95	30.94	96.54	43.96	202.13	1.25	1405.71	188.12	152.81	215.98
ARLINGTON ISD		27661		42.94	93.90	814.38	28.04	57.06	25.66	188.53	.00	1250.52	230.77	364.38	133.22
SARLAND ISD		27120		59.73	84.43	824.39	23.69	90.77	7.63	148.81	.18	1239.65	222.66	38.11	103.50
AMAKILLO ISD		23307		48.87	111.91	950.21	25.30	109.34	14.45	266.50	.00	1526.58	78.93	59.47	180.46
BROWNSVILLE ISD		21597		52.10	101.22	813.86	23.64	86.98	31.47	153.98	3.03	1266.27	52.34	111.78	180.66
IRVING ISD		21458		58.88	127.78	828.64	35.01	52.07	4.81	244.25	.00	1351.43	185.22	228.26	145.00
ELTOR ISD		21158		120.55	129.75	1025.31	35.57	73.68	80.64	192.50	.00	1655.99	.17	77.62	159.20
LAHLO ISD		19863		47.00	85.20	838.42	37.58	95.80	13.61	133.33	9.63	1260.57	40.71	40.61	45.31
MESQUITE ISD		17796		72.00	115.13	747.60	36.11	60.74	15.55	153.49	.00	1200.63	210.95	200.42	2872.33
EDGEWOOD ISD		17775		52.67	111.15	794.05	19.84	68.97	13.19	174.37	9.08	1243.33	33.54	49.53	51.31
PLANO ISD		17545		42.97	108.60	838.70	30.57	53.02	20.19	152.73	14.54	1261.42	383.70	983.09	190.99
ABILENE ISD		16231		78.44	121.59	830.67	32.94	62.45	14.45	150.62	4.77	1296.13	86.89	40.63	135.60
NORTH FOREST ISD		15817		52.69	93.63	772.43	33.15	91.62	18.74	148.40	.00	1210.66	82.89	188.55	264.07
HAFLANDALL ISD F		15743		73.14	101.78	826.45	13.92	96.79	10.90	153.08	30.75	1306.80	60.92	148.61	231.12
CLEAR CREEK ISD		15630		41.69	99.03	923.63	26.72	76.97	70.92	181.31	.64	1420.91	209.80	31.00	266.43
KILGLEN ISD		15508		44.44	105.69	796.82	31.50	76.39	37.85	130.15	.00	1222.84	62.36	135.76	436.19
HURST-EULISS-BEDFO		15258		49.79	108.62	833.34	10.31	101.83	18.62	206.03	.26	1328.86	171.11	184.04	277.08
CONROE ISD		15007		88.42	61.88	936.58	52.43	101.00	90.00	172.05	4.33	1524.69	220.23	243.23	180.62
CYPRESS-FAIRBANKS		14957		94.98	124.64	1122.77	36.08	98.43	116.34	252.57	.00	1845.80	411.25	100.67	221.85
TYLER ISD		14628		60.18	124.37	881.02	28.78	52.41	39.98	172.34	6.57	1365.66	130.07	124.67	168.22
BIRDVILLE ISD		13970		44.38	92.03	924.50	11.85	40.53	7.07	173.94	.00	1294.30	201.85	513.98	89.63
MIDLAND ISD		13878		73.53	136.31	1132.78	31.17	76.68	35.86	204.84	2.71	1693.88	107.05	61.50	107.37
WICHITA FALLS ISD		13798		74.06	131.76	918.81	39.93	82.57	25.14	199.68	.33	1472.27	110.53	127.12	166.51
WACO ISD		13766		90.89	152.60	993.01	47.50	103.02	20.40	214.86	4.73	1627.00	86.54	81.27	208.60
MCALLEN ISD		13754		64.58	94.25	895.19	43.45	86.56	30.65	160.21	8.45	1383.13	127.26	1014.17	158.35
GOOSE CREEK ISD		13691		215.59	142.22	1036.96	26.21	98.95	55.52	244.89	.91	1821.26	148.13	832.67	32.87
SAN ANGELO ISD		13234		56.45	111.67	871.20	22.54	58.42	19.19	205.01	3.41	1347.88	88.42	169.93	151.16
FORT BEND ISD		13193		114.27	139.27	873.96	29.66	99.22	76.92	275.36	.00	1608.66	316.96	70.55	420.25
GRAND PRAIRIE ISD		12431		61.45	130.58	853.22	24.45	43.73	9.21	171.76	.00	1294.41	151.32	656.53	92.20
VICTORIA ISD		11686		51.02	84.83	882.84	38.16	90.10	34.54	222.89	.13	1404.51	108.50	22.37	179.64
KLEIN ISD		11361		88.99	125.78	924.38	32.68	76.18	78.83	289.53	1.41	1617.77	485.96	823.71	73.29
PORT ANTHUR ISD		11237		104.62	148.50	1205.16	77.50	114.32	31.00	319.00	.00	1998.11	124.12	135.74	240.57
CARROLLTON FARMERS		11219		51.51	130.11	868.77	28.03	83.47	16.45	219.18	.00	1397.52	262.34	1017.50	156.80
PHARR-SAN JUAN-ALA		11109		71.99	96.95	847.91	16.99	99.78	25.25	172.97	14.89	1346.72	64.43	88.03	45.01
HARLINGEN ISD		10528		49.83	91.06	714.34	28.29	52.14	24.54	187.14	.00	1147.34	70.84	44.54	36.73
SO SAN ANTONIO ISD		10406		49.08	73.29	754.09	16.09	53.35	21.33	131.79	.10	1099.12	95.52	103.54	165.29
50-DISTRICT AVERAGE				\$ 78.99	\$135.92	\$ 911.23	\$ 32.91	\$ 82.90	\$ 32.48	\$197.83	\$ 6.09	\$1478.35	\$140.90	\$224.24	\$219.26
STATE-WIDE AVERAGE				96.25	122.80	931.71	30.23	83.63	40.14	191.72	6.20	1501.89	144.81	294.61	201.28



TABLE 4

% Budgeted					1977-78					1978-79					LOCAL ENRICHMENT				
Payroll					CLASSROOM TEACHER SALARY					Rate for					Per				
Increase					MARKET VALUE					EFFECTIVE TAX RATE					Student				
Over 1278	Average	PAR	% Over	Pupil/Teacher	Per ADA	PAR	Ratio	Total	Maint.	Same	Rate	TAX LEVY PER ADA	Total	Maint.	1978/79	Over	District	8/B	
(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)	(25)	(26)	(27)	(28)	(29)				
7.2%	\$13516	107	16.3%	17.8	\$134227	116	37.9%	\$ .644	\$ .565	\$1.59	\$1.70	\$ 911	\$ 798	\$ 606	\$ 52	HOUSTON ISD			
.3%	14642	116	25.3%	15.7	133417	115	49.9%	\$ .794	\$ .709	\$1.53	\$1.58	1086	969	762	27	DALLAS ISD			
.6%	13645	108	14.0%	17.9	84805	73	41.0%	\$ .701	\$ .607	\$1.57	\$1.67	606	537	395	42	FORT WORTH ISD			
8.8%	14653	116	27.0%	17.7	62223	54	37.5%	\$ .682	\$ .562	\$1.39	\$1.58	479	410	325	60	SAN ANTONIO ISD			
7.1%	12209	96	7.9%	18.6	58081	50	50.3%	\$ .765	\$ .589	\$1.46	\$1.52	454	356	252	20	EL PASO ISD			
9.5%	13080	103	16.6%	16.0	94051	81	60.0%	\$1.009	\$ .847	\$1.34	\$1.50	1038	893	732	114	AUSTIN ISD			
14.5%	11781	93	7.9%	20.1	33196	29	51.9%	\$ .665	\$ .156	\$1.28	\$1.84	245	61	A	10	YSLETA ISD			
7.3%	12710	100	9.7%	17.4	72180	62	49.9%	\$ .759	\$ .649	\$ .81	\$ .91	600	514	407	59	CORPUS CHRISTI ISD			
11.3%	12611	100	15.6%	17.4	116924	101	51.2%	\$ .742	\$ .589	\$1.37	\$1.45	911	735	573	52	SPRING BRANCH ISD			
4.0%	13070	103	13.8%	18.7	86687	77	40.4%	\$ .784	\$ .477	\$1.73	\$1.96	786	485	363	62	RICHARDSON ISD			
6.7%	13557	107	19.3%	19.0	85342	74	60.6%	\$ .976	\$ .806	\$1.49	\$1.61	891	736	617	53	PASADENA ISD			
15.4%	13299	105	16.2%	18.7	86221	75	58.5%	\$ .795	\$ .655	\$1.14	\$1.21	716	610	484	54	NORTH EAST ISD			
9.1%	12424	98	9.5%	16.4	65021	56	58.1%	\$ .918	\$ .761	\$1.30	\$1.38	621	540	434	52	LUBBOCK ISD			
10.8%	12032	95	14.1%	19.1	68030	59	50.7%	\$ .780	\$ .544	\$1.11	\$1.22	578	412	325	44	ALDINE ISD			
18.0%	12615	100	13.2%	18.2	58371	51	56.5%	\$1.045	\$ .706	\$1.63	\$1.60	597	392	305	-14	NORTHSIDE ISD			
13.4%	12549	99	13.9%	18.6	114607	99	41.5%	\$ .356	\$ .369	\$1.20	\$1.34	702	466	317	47	ARLINGTON ISD			
3.0%	12441	98	11.3%	18.2	63814	55	46.6%	\$ .881	\$ .555	\$1.72	\$1.82	588	358	264	9	GARLAND ISD			
8.0%	12522	99	7.8%	16.7	73007	63	57.5%	\$ .846	\$ .742	\$1.32	\$1.46	669	591	469	59	AMARILLO ISD			
8.9%	11959	94	8.5%	18.5	43176	37	34.3%	\$ .686	\$ .514	\$1.90	\$2.00	306	230	172	12	BROWNSVILLE ISD			
6.4%	12565	99	12.9%	18.0	86069	74	53.7%	\$ .778	\$ .563	\$1.34	\$1.37	677	499	364	18	IRVING ISD			
10.0%	13920	110	17.9%	17.4	111812	97	65.0%	\$ .771	\$ .771	\$1.09	\$1.18	934	934	730	77	ECTOR ISD			
15.9%	11476	91	1.1%	19.2	29041	25	23.4%	\$ .414	\$ .292	\$1.84	\$1.77	109	65	26	-15	LAREDO ISD			
8.9%	12642	100	10.8%	19.4	51533	45	63.6%	\$ .744	\$ .331	\$1.12	\$1.17	392	174	96	7	MESQUITE ISD			
12.2%	11444	90	6.2%	17.9	13490	12	39.5%	\$ .789	\$ .434	\$1.90	\$1.96	105	67	44	11	EDGEWOOD ISD			
16.5%	12045	95	12.8%	18.7	68951	60	64.6%	\$ .899	\$ .491	\$ .83	\$ .93	671	368	284	40	PLANO ISD			
3.8%	12627	100	8.8%	16.6	69934	61	35.5%	\$ .586	\$ .447	\$1.48	\$1.65	442	364	250	34	ARILENE ISD			
9.0%	11866	94	11.1%	18.3	30986	27	62.3%	\$1.121	\$ .859	\$1.63	\$1.80	380	291	240	27	NORTH FOREST ISD			
-1.0%	12045	95	8.4%	16.9	23484	20	50.7%	\$ .831	\$ .542	\$1.10	\$1.13	189	126	84	5	HARLANDALE ISD			
15.5%	13487	107	21.1%	18.6	118820	103	32.0%	\$ .589	\$ .480	\$1.18	\$1.55	915	708	528	138	CLEAR CREEK ISD			
18.6%	11535	91	8.3%	18.4	28591	25	34.3%	\$ .432	\$ .199	\$1.10	\$1.26	139	69	27	13	KILLEEN ISD			
-1.7%	13184	104	14.6%	18.2	69814	60	53.1%	\$ .934	\$ .674	\$1.68	\$1.76	681	499	385	30	HURST-EURESS-BEDFO			
12.8%	11900	95	8.7%	17.6	133370	115	34.8%	\$ .605	\$ .455	\$1.45	\$1.74	965	732	572	124	CONROE ISD			
25.0%	12523	99	16.1%	16.6	133957	116	69.9%	\$ .922	\$ .678	\$1.08	\$1.27	1428	1057	889	165	CYPRESS-FAIRBANKS			
6.6%	13327	105	8.5%	17.8	78596	68	46.3%	\$ .694	\$ .583	\$ .92	\$1.05	613	473	347	24	TYLER ISD			
6.0%	13207	104	14.9%	18.1	62403	54	45.2%	\$ .900	\$ .647	\$1.74	\$1.95	624	429	331	28	BIROVILLE ISD			
13.9%	13622	108	16.6%	17.0	109705	95	64.3%	\$ .752	\$ .650	\$1.03	\$1.20	946	843	700	137	MIDLAND ISD			
3.0%	13235	105	12.2%	16.9	78013	68	60.0%	\$ .703	\$ .552	\$1.06	\$1.17	594	487	369	65	WICHITA FALLS ISD			
3.3%	12882	102	7.7%	15.2	80976	70	64.7%	\$ .919	\$ .803	\$1.14	\$1.16	733	638	518	8	WACO ISD			
4.2%	12305	97	9.6%	16.9	52305	45	56.2%	\$ .725	\$ .545	\$ .93	\$1.05	423	302	229	21	MCALLEN ISD			
17.2%	13953	110	22.5%	16.7	171710	149	41.3%	\$ .677	\$ .606	\$1.37	\$1.64	1388	1244	1008	200	GOOSE CREEK ISD			
11.3%	12162	96	4.9%	17.3	62781	54	36.6%	\$ .656	\$ .498	\$1.66	\$1.79	426	329	244	28	SAN ANGELO ISD			
20.2%	12214	97	14.9%	18.8	126620	110	56.8%	\$ .795	\$ .534	\$1.27	\$1.46	1155	831	699	156	FORT BEND ISD			
11.2%	12188	96	13.5%	17.0	67051	58	52.5%	\$ .762	\$ .609	\$1.32	\$1.40	536	413	299	10	GRAND PRAIRIE ISD			
10.3%	12276	97	7.8%	17.4	99374	86	41.3%	\$ .660	\$ .578	\$1.40	\$1.55	719	607	445	48	VICTORIA ISD			
25.0%	11870	94	10.7%	18.9	87860	76	63.1%	\$1.047	\$ .637	\$1.20	\$1.66	1249	760	679	208	KLEIN ISD			
10.5%	14133	112	20.9%	15.8	151721	131	69.2%	\$ .755	\$ .686	\$ .98	\$1.09	1249	1134	957	113	PORT ARTHUR ISD			
10.1%	12624	100	12.2%	17.2	107603	93	50.4%	\$ .755	\$ .534	\$1.36	\$1.50	892	637	475	65	CARROLLTON FARMERS			
4.6%	11282	89	3.6%	16.6	31257	27	61.1%	\$ .703	\$ .513	\$1.09	\$1.15	227	166	121	9	PHARR-SAN JUAN-ALA			
4.4%	11669	92	6.6%	17.4	50009	43	46.3%	\$ .740	\$ .597	\$1.50	\$1.60	394	318	239	19	HARLINGEN ISD			
9.3%	11423	90	9.3%	18.6	23856	21	54.3%	\$1.005	\$ .598	\$1.82	\$1.85	239	142	101	3	SO SAN ANTONIO ISD			
8.0%	\$13035	103	14.6%	17.6	\$ 88425	77	48.1%	\$ .754	\$ .608	\$1.36	\$1.48	\$ 715	\$ 579	\$ 448	\$ 48	50-DIST. AVERAGE			
8.6%	12656	100	11.2%	17.0	115549	100	40.1%	\$ .603	\$ .490	\$1.32	\$1.44	753	611	463	53	STATE-WIDE AVERAGE			

Partly estimated; actual salaries not reported. See footnote 1, page 11.



**Appendix F: Description of teacher in-service program of Spring Branch ISD, Dr. Don Killough, Supt. for Instruction**

Each school district in Texas is required by statute to operate an inservice training program based upon a written plan. This planned program is required to include not less than eight days of inservice training and preparation for teachers for each school year. School districts are encouraged to provide additional training based upon locally identified needs.

Inservice education is defined by the State Board of Education as being a planned program of learning opportunities afforded staff members of school districts for purposes of improving performance in already held or assigned positions. In Spring Branch, extensive training programs are provided annually for the district staff. Based upon the results of a needs assessment, inservice programs are planned for the inservice days which are built into the school calendar. Staff members are required to attend the sessions on inservice days. Programs are usually planned which allow teachers several alternatives from which to select.

In addition to the inservice program which the district provides on the identified inservice days, an extensive professional growth program is provided where inservice training sessions are provided after school hours and on weekends. These programs are planned to address staff needs as well as program needs and attendance is usually voluntary with staff members receiving an established rate of pay as an incentive for attendance. During the 1979-80 school year, over 200 of these professional growth courses are being provided for Spring Branch staff members.

The leadership for planning and presenting these programs is usually assumed by instructional coordinators on the district staff. These persons work closely with teachers and administrators in identifying program and staff needs. Programs are presented in most instances by district staff members. This arrangement allows the district the opportunity of utilizing its master teachers as trainers of other teachers.

As intended by statute the primary responsibility for providing inservice education rests with the local school district. This responsibility also includes the provision of necessary funds. The local district must determine its own financial commitment from local tax dollars to support inservice training for its staff. This commitment is often difficult to manage when considering the training which is necessitated by implementing new programs or for improving and updating teaching skills. The Spring Branch staff is fortunate to have a Board and community which is supportive of a comprehensive district program for inservice education.

March 28, 1980



general, costs of supplies and services tend to be higher in rural and highly urbanized districts, and lower in suburban areas.

Salaries constitute from 70% to 80% of the average school district's budget. Therefore, differences in the cost of hiring and retaining employees of equivalent quality are even more significant than differences in the cost of supplies. Cost-of-living differences may affect the cost of hiring and retaining comparable personnel, but an even more important consideration is probably the attractiveness of a school or a school district as a place to teach and of a community as a place to live. Salaries may need to be higher to get teachers of comparable quality for a ghetto school and in districts with ghetto schools than in an upper-middle-class suburban district where there is no risk of being assigned to a ghetto school. Higher salaries might also be required in some rural areas to attract comparable teachers. These conditions give rise to the concept of "combat pay" for ghetto teachers and "isolation pay" for rural teachers.

It is easier to recognize the existence of cost differences than it is to measure and then to compensate districts for them. All states compensate districts, at least partially, for the costs of pupil transportation. In New York, state reimbursement is 90% of the costs; in Oregon it is 50%. Texas compensates at a fixed rate per vehicle mile traveled, the rate being determined by a linear density formula — the greater the density of pupils, the higher the rate.

States also subsidize cost differences in necessary small schools, such as schools in sparsely settled rural districts where transportation distances to larger schools in a larger district would be too great.

As of 1976, the only state that had made an attempt to compensate for the differences in salaries necessary to attract and retain teachers and other education personnel was Florida. Each of that state's 67 school districts is assigned a cost-of-living index, and its foundation aid level is adjusted by this index. Districts with lower costs of living have lower foundation levels.

Critics say that a cost-of-living index is a poor indicator of the actual cost differences in hiring employees of comparable quality. In addition, they argue, it is expensive to conduct a cost-of-living analysis for each district, and the result is probably quite inaccurate.

## Financing of Texas Schools

A \$5 billion expenditure for the 1978-79 school year to educate Texas' 3 million students makes school finance big business in the state. According to TEA estimates, approximately 50% of this \$5 billion was provided by the state, 40% by the local school districts, and 10% by the federal government.

### State Funding

The state provided approximately \$2.5 billion in 1978-79 for public elementary and secondary education.

Most state funding is in the form of general aid, which allows local school districts considerable flexibility in using the state revenue. This money comes to local districts through three different types of state funding: flat grants from the Available School Fund, the foundation school program, and equalization aid.

**Available School Fund.** The earliest form of state funding has its basis in Article VII, Section 2, of the Texas Constitution with the establishment of the Permanent School Fund. In 1839, the Congress of the Republic of Texas dedicated four million acres of land, including mineral rights, for the purpose of creating an endowment to provide for the current revenue needs of

public schools through the years without causing substantial demands on current tax revenues. The fund is permanent in that the principal may never be expended for current operations; only the income (interest, etc.) may be used. The income from this Permanent School Fund plus one-fourth of all motor fuel taxes and one-fourth of all occupation taxes (both constitutionally dedicated) make up what is called the Available School Fund (ASF). Monies from the ASF are allocated to the districts on the basis of the prior year's average daily attendance (ADA). This funding is a flat grant per pupil in ADA; the wealth of the local district plays no part in determining the size of the grant.

Flat-grant funding through the ASF has grown from \$119 per ADA in 1970-71 to \$284 per ADA in 1978-79. Nevertheless, it provides less than one-fifth of the estimated per pupil expenditure required for current operations.

**Foundation school program.** The Texas foundation school program (FSP) originated in 1949 with the passage of the Gilmer-Aikin laws. At that time Texas became a model of school finance reform primarily for two reasons. First, Texas was attempting for the first time to make available to the students of all school districts a minimum educational program spelled out in terms of minimum levels for teachers' salaries, teacher-pupil ratios, and so forth. Second, Texas was attempting to measure the local district's wealth (by means of an economic index) and to distribute state aid in inverse proportion to that wealth, with proportionately more state aid flowing to poorer districts.

The foundation program is based on a state/local sharing concept in which the local district is assigned a part of the total FSP cost on the basis of its ability to pay. The FSP is administered by the Texas Education Agency, and since its inception has been significantly restructured only once — in 1975 by HB 1126. Changes made in 1977 and 1979 were essentially refinements of the system — adding more money for equalization aid, creating the School Tax Assessment Practices Board, and others.

The foundation school program flows money to school districts for personnel costs, current operations (maintenance and operations), transportation, and categorical aid programs to serve special populations. FSP funds are not available for teacher in-service training and locally initiated research and evaluation of programs; or for servicing debt, building new classrooms, and other capital improvements.

**Personnel costs** are calculated by determining the district's personnel unit entitlement and then allocating money on the basis of an index in which different pay grade levels and steps are indexed to the beginning teacher's salary, as set by the legislature for that school year. In order to determine a local school district's personnel unit (PU) allocation, a weighted-personnel system is used. The district's estimated ADA for the

five best six-week periods of the school year is the basis for calculating the PU entitlement. The total allocation is determined as shown in Table 1.

After the district's total number of FSP personnel units has been computed, the special education and vocational units, which have been allocated on the basis of other formulas, are multiplied by .25 and .50 respectively, and the results are subtracted from the PU total. The remainder is the district's PU allotment for regular program personnel. A school district may use its personnel units for any combination of personnel (teachers, administrators, aides, clerical workers, librarians, nurses, counselors, etc.) that the district feels will best meet the needs of its students. Lowering the number of pupils per PU would allow districts to reduce their pupil-teacher ratio if they chose to use the increased state funding for that purpose.

Separate special education weighted-personnel formulas provide a maximum FSP entitlement based on 30 personnel units for the first 3,000 ADA, 1 personnel unit for each additional 100 ADA up to 6,000 students, and .85 PUs for each additional 100 ADA thereafter. In order to qualify for a 100% entitlement of special education personnel, a district must identify and serve 12% of its total ADA as special education students. For example, a district with 6,000 students in ADA would be entitled to 60 special education personnel units if it identified and served 720 students (12%) as handicapped students. If fewer than 720 students were qualified and served in the special education program, the number of special education personnel units would be reduced accordingly. Actual allocations to districts are limited, however, by a specific appropriations maximum placed on special education.

Since vocational PUs are charged against the district's PU allocation at a rate of .50 and special education PUs at .25, the more FSP special education and vocational education personnel that the district seeks and employs, the fewer personnel units that are available for use in employing personnel for the regular program. Regular-program educators have voiced concern over this fact; however, viewed positively, this feature makes special and vocational education PUs a "best buy" in that one personnel unit in the regular program provides the opportunity to employ one teacher, whereas in special education it provides four and in vocational education, two.

In 1978-79, the TEA estimated the total cost of the salary component of the foundation school program for 160,015 full-time-personnel at an average salary of \$12,035 to be \$1.9 billion. Most local districts felt it necessary to supplement either the FSP salary level or the number of personnel provided by the FSP, or both. As a result, 222,013 full-time-equivalent personnel were employed for a grand total of \$2.7 billion. In other words, local school districts spent \$800 million above the level of the FSP either to pay higher salaries or to employ more professional or paraprofessional personnel or both.

In the context of the current FSP personnel and salary system, preliminary estimates of the TEA indicate that a 5% raise in 1981-82 and another 5% raise in 1982-83 would cost \$357 million over the biennium and that two raises of 7% each would cost \$504 million.

**Operations funding** is general aid that is available for expenses such as utilities, custodial work, maintenance, and instructional supplies. For 1979-80, each district is allotted \$122 per student in ADA, and in 1980-81, \$139. In addition, there is a vocational education operations allotment of \$400 per vocational education personnel unit for instructional materials, and a special education operations allotment of \$400 per special education personnel unit (\$500 if it is a new unit).

**Transportation funding** under the foundation school program was considerably altered by the passage of the 1979 school finance bill (SB 350). A new linear density calculation was added,

and the rate of reimbursement a district receives for the operation of approved bus routes was made dependent on their linear density. Linear density is the number of eligible students per mile of an approved bus route. Eligible students are those who live two or more miles from the school to which they are assigned.

Depending on the eligible-passenger-density measure, the FSP allotment ranges from 44¢ to 94¢ per mile of operation following an approved route — the greater the density, the higher the rate. The mileage rate is for all expenses authorized by law, including driver salaries and bus replacement costs. However, the average district spends substantially more than the FSP mileage rate just for operations, without addressing the capital outlay problem created by the need for additional new buses or replacement buses.

Special education transportation funding for handicapped students who cannot ride on regular buses is allocated on the basis of the previous year's cost per mile. For 1979-80 and 1980-81, the maximum entitlement is 80¢ per mile per vehicle operated by the district. In addition, reimbursement for private transportation of handicapped students, not to exceed 18¢ per mile, may be granted by the Commissioner of Education up to a maximum of \$600 per student per year.

Transportation costs for vocational education are reimbursed on the basis of the actual number of miles traveled times the district's official extracurricular travel per mile rate as set by its local board of trustees and approved by the TEA.

In addition to the new density formulas, the 66th Legislature added a hazardous-conditions provision. Local school boards may designate certain conditions, such as areas without sidewalks and major highways without elevated crosswalks, as hazards, thereby making children who must pass through those areas eligible for state-subsidized transportation. The TEA has established 10% of the district's regular transportation allotment as the limit which a district can receive under the hazardous-conditions clause.

**Categorical aid** is of two types: compensatory and driver's education. Compensatory educational aid for 1979-80 has been fixed at \$44 times the number of qualifying students. This number is the average of the best six months' participation of educationally disadvantaged students in free and reduced-price lunch programs under the National School Lunch Program for 1978-79. For driver's education, the categorical aid is \$25 per enrolled pupil. Funds are provided for up to 20% of a school's student population in grades 10-12.

Funding for bilingual, and gifted and talented students is not defined as categorical aid in the FSP, but nevertheless is similar in concept. Bilingual education funding comes from the foundation school fund. It is provided in districts in which there is an enrollment of 20 or more students of limited English-speaking ability in any one language classification in the same grade level. TEA determines the size of the allotment, which covers the cost of pupil evaluation, books, instructional media, and other supplies required for quality instruction. For the 1979-80 and 1980-81 school years, TEA has set the allotment at \$25 per program participant. Bilingual education must be provided where needed (defined as above) in grades kindergarten through third and may be provided in grades four and five. Any bilingual program beyond the fifth grade is at the expense of the local school district.

In 1979 the legislature provided for the establishment of demonstration programs for gifted and talented students in various regions of the state, allocating up to \$2 million for the 1979-80 school year and up to \$3 million for the 1980-81 school year. The TEA is required to establish these programs, which are to reflect different approaches and alternatives and are to be representative of different types of districts in various parts of the

Table 1  
PERSONNEL UNIT (PU)  
ALLOCATION SCHEDULE

Grade-Level Category	PU/No. of Pupils (ADA)
Grades K-3	1 PU per 18.5 ADA
Grades 4-6	1 PU per 21 ADA
Grades 7-9	1 PU per 20 ADA
Grades 10-12	1 PU per 18 ADA

**Note:** State-level funding of kindergarten is for half-day for the full year or full-day for half the year. That is, in calculating personnel unit allocations, each kindergarten student counts as one-half of a student in ADA. The local district may offer full-day kindergarten throughout the school year, but the balance of funding must come from local sources (local enrichment).



state in terms of size, composition, and geographical influence. A school district or combination of districts may apply to offer the program; the TEA will decide where the programs are to be established. A district or combination of districts must identify at least 20 gifted and talented students to be served for a full school; the maximum allotment of \$150 per pupil will be made if the TEA approves the plans submitted. Further restrictions are that no district may qualify more than 5% of its ADA and no district shall receive more than \$100,000 annually.

Special education and vocational education, although obviously categorical in nature, are not defined as such in the foundation school program.

The total FSP cost for 1979-80 has been estimated by TEA at \$2,651,000,000. This may be broken down as follows:

Regular program	\$2,093,700,000
Vocational education	155,800,000
Special education	286,600,000
Compensatory education	42,900,000
Driver's education	3,100,000
Miscellaneous	68,900,000
	<b>\$2,651,000,000</b>

Miscellaneous expenditures include costs for educational service centers, regional media centers, computer services, sick leave, and agency administration. Of the total FSP cost, the state's share is \$2,292,400,000, and the local share is \$358,600,000.

Once the total foundation school program cost is determined for a given school district, the available school fund flat grant and the local fund assignment (LFA) are subtracted to determine the amount of money to be paid to the district from state foundation school funds. If the local fund assignment plus the available school fund grant equals or exceeds the FSP cost — a condition known as "budget balance" — the district is not eligible for further state aid. The district would, however, still receive the full amount of the available school fund flat grant.

For example, let us suppose that two hypothetical districts, A and B, each have 1,000 students in ADA and a foundation school program cost determined to be \$1,300,000, and are entitled to the same available school fund flat grant of \$300 per ADA, but that District A has a taxable wealth of \$90,000 per ADA, whereas that of District B is \$900,000 per ADA. District A would receive \$865,000 from foundation school funds (\$1,300,000 — \$300,000 [ASF] — \$135,000 [LFA]). District B would receive no foundation school funds, because its LFA (\$1,350,000), plus its ASF (\$300,000), exceeds the cost of the foundation school program in the district; it is a budget-balance district.

A district need not actually raise its LFA as a condition for receiving foundation school aid.

**Equalization aid.** The third and final type of state funding, equalization aid, was established in 1975 for the purpose of offsetting, at least in part, differences in local ability to provide enrichment. These differences are a result of unequal distribution of taxable property wealth among school districts (see Table 2). The average taxable wealth of school districts in Texas for 1978-79 was approximately \$91,000 per ADA. However, the taxable wealth in individual districts ranged from a high of \$19,219,000 per ADA to a low of \$12,419 per ADA. Of the 1,078 districts in the state, 364 did not have a tax base equal to the state average.

The results of this unequal distribution of taxable wealth can be seen in figures for current operations expenditures in 1978-79. TEA reported that the expenditures of the district spending the most were eight times greater than those of the district spending the least — \$6,600 versus \$817 per ADA. Most dis-

**Table 2**  
**DISTRIBUTION OF SCHOOL DISTRICTS**  
**BY TAXABLE WEALTH**

No. of Districts	Taxable Wealth (GOER Market Value/ADA)
77	Under \$50,000
209	\$ 50,000 - \$ 79,999
207	\$ 80,000 - \$109,999
131	\$110,000 - \$139,999
95	\$140,000 - \$169,999
53	\$170,000 - \$199,999
50	\$200,000 - \$229,999
44	\$230,000 - \$259,999
33	\$260,000 - \$289,999
179	\$290,000 and over

**Source:** TEA, based on the market values estimated by the Governor's Office of Education Resources (GOER) for computing districts' local fund assignment in 1978-79.

tricts spent between \$1,000 and \$3,000 per ADA in 1978-79, the statewide average being \$1,486. Houston ISD and Dallas ISD, the state's two largest districts, budgeted \$1,573 and \$1,808 per ADA respectively.

The equalization aid section of the 1975 school finance bill set \$70 per pupil per year in the school years 1975-76 and 1976-77 as an equalization target over and above the FSP level. A specific appropriations limit placed in this section of the bill, however, resulted in \$56 per pupil actually being the maximum. In 1977-78, the maximum equalization aid per pupil figure was \$210. By 1979-80, the maximum had been increased to \$275, and in 1980-81, it will be \$290.

In order to qualify for equalization aid, a district must (1) have taxable wealth equal to 110% of the state average or less and (2) raise the full amount of its local fund assignment. No district actually receives the maximum equalization allotment; to do so, its percentage of the state average wealth would have to be zero (that is, it would have zero wealth). For example, if 110% of the state average were \$100,000 per ADA and the maximum equalization allotment were \$200 per pupil, a district with a property wealth of \$50,000 per ADA would receive \$100 per ADA; a district with a property wealth of \$25,000 per pupil would receive \$150; and one with a property wealth of \$75,000 per ADA would receive \$50 per ADA equalization aid.

Equalization aid is limited to \$202 million in 1979-80 and \$215 million in 1980-81. If the amount required by the formula exceeds this limit, aid to the local districts will be reduced proportionately until the total amount equals the specified limit.

## Local Funding

In 1978-79, local school districts raised \$2 billion for public elementary and secondary education. Local districts have statutory authority to levy a maintenance tax for current operations to a limit of \$1.50 per \$100 of assessed value of property or \$1.40 per \$100 of market value as estimated for local fund assignment calculations, whichever is less. (The "whichever is less" condition resulted from Governor Briscoe's attempt in 1977 to limit local discretion over ad valorem tax levels by reducing the maximum that could be raised.) In addition, the local school district may levy a debt service tax to retire outstanding indebtedness incurred in providing school facilities. Finally, a relatively insignificant amount of revenue (in 1978-79 it was less than 1% of the total money raised) comes from sources such as fees to students, and rental of equipment and facilities.

**Equalization aid** is state money directed to the poorer school districts in inverse relationship to their local wealth, in an attempt to reduce spending disparities among districts. However, a look at existing disparities in per pupil spending reveals little progress in reducing these disparities. For the 1978-79 school year, TEA reported that the district with the highest expenditure spent \$6,600 per pupil in ADA, whereas the district with the lowest expenditure managed only \$817 per pupil in ADA.

Since school districts depend almost entirely upon the property tax for local revenue, the equitableness with which property taxes are collected from one district to the next and among classes of taxpayers within a given district is inextricably tied to taxpayer equity. Since 1975, several changes have been made in Texas toward reforming the property tax system to make it more equitable. Rather than examine that aspect of taxpayer equity or broaden the scope of this article to include which kind of tax would provide more equity, the discussion that follows will focus on the ways state money can be funneled to enable school districts with low property wealth to provide educational opportunities for their students comparable to those that wealthy districts can provide.

A sure way of meeting the "fiscal neutrality" test is **full state funding** of the public schools. In a system of full state funding, the state establishes a statewide expenditure level either per pupil (or weighted pupil) or for the basic education guaranteed by a foundation program. All expenditures for public schools are financed by statewide taxes (which can include property taxes). No local enrichment is allowed.

Full state funding guarantees equal expenditures across the state for pupils with similar identified educational needs. It is the most effective approach in eliminating gross expenditure differences among school districts. It also allows the state to shift the tax burden to a broader-based or more progressive tax.

Arguments against full state funding are that it eliminates local choice in determining educational expenditures, and it could result in higher taxes for the taxpayers in some school districts. Because local enrichment is prohibited, it could require some school districts to lower their expenditures.

Four states come close to having full state funding. Hawaii has only one school district, and all schools are operated by the state. New Mexico, Florida, and Minnesota have foundation-type plans with the property tax rate set by the state. In New Mexico one wealthy district elects to stay out of the foundation program. By doing so, the district forfeits only the state aid it would not have received anyway. Florida requires a minimum tax effort and then allows districts to enrich by approximately 25%. Most districts do enrich. In Minnesota, voters in a local district may choose to tax themselves at a higher level in order to enrich — few districts have chosen to do so.

Another approach to taxpayer equity is one in which the state and the local school district share the cost of public education. Under the **foundation school program** approach, the state establishes a minimum expenditure level (the foundation level) in every school district. The expenditure level can be defined in terms of per pupil expenditure, per weighted-pupil expenditure, or a combination of factors, such as Texas' foundation school program. The state usually establishes a minimum school tax rate that each school district must levy to participate in the foundation school program (Texas departs from the norm in this regard). If, at that minimum tax rate, the school district does not raise enough revenue to meet the foundation level of expenditure, the state makes up the difference. School districts are generally allowed to levy a tax rate above that required for the local foundation effort and to spend above the foundation level (local enrichment).

Among arguments in favor of the foundation school program approach is that it guarantees a minimum level of expenditure in every school district in the state. A foundation program with a

high foundation level can be effective in closing the gap between high- and low-expenditure school districts.

Opposing arguments are that a foundation program reduces local choice in determining educational expenditures and school tax rates. It may require some local districts to raise their school tax rates in order to participate in the program. If the program is designed so that school districts are not required to raise their share to participate, the equalizing effect may be diminished. In most foundation school approaches, local enrichment is not limited; in a state where wealth disparities are very great and no limit is set on local enrichment, this approach may do little to reduce disparities in per pupil expenditure among school districts.

A third approach is the **guaranteed tax base yield** approach, sometimes referred to as *power equalizing* or *percentage equalizing*. Under this approach, the state guarantees a certain level of expenditure for each unit of local tax effort exerted, regardless of the wealth of the school district. Local districts are allowed to choose their school tax rate, which, in turn, determines the expenditure per pupil guaranteed that district. If the district, by applying the chosen tax rate, is unable to raise enough revenue to provide the guaranteed expenditure, the state makes up the difference.

For example, if the school districts were guaranteed a \$30 increase in per pupil expenditure for every 1¢ increase in the tax rate, and if a certain poor district could raise only \$17 per pupil by imposing a 1¢ increase, the state would make up the \$13 difference, so that the district could spend \$30 more per pupil.

A guaranteed tax base yield approach focuses on the ability of a district to support its educational program; its emphasis is somewhat more on taxpayer equity than on student equity. For property-poor school districts, this approach ensures equal expenditures for a given tax rate. It maximizes local choice in determining expenditure and tax rates.

The disadvantages are that this method is less effective than either full state funding or a foundation program in closing the gap between high- and low-expenditure districts, and it does not require a minimum financial commitment to education from every school district.

Another approach to taxpayer equity that has been proposed is that of **educational vouchers**. Under such a system, parents would be given a voucher that they could present to any accredited (public or private) school in which they wished to enroll their child. The school would return the voucher to the state and receive a certain amount of cash based on some predetermined formula.

The reaction of most public educators to the voucher system has been negative. They foresee adverse effects on staffing, budgeting, and long-range planning for education under this system. Other concerns have been raised regarding the separation of church and state, the promotion of white flight, and the effect on equal educational opportunity (particularly if parents are allowed to supplement the amount of the voucher).

Taxpayer equity may require *cost equalization*, that is, that the state provide funds to balance differences among school districts in the cost of providing educational services of similar quality. These cost differences can be divided into two categories: (1) differences in the amount and cost per unit of supplies and services that must be purchased by the school district, and (2) differences in the amount the district must pay to attract and retain employees of comparable quality.

Factors causing differences in the costs of supplies and services include: pupil transportation needs in sparsely settled areas or for desegregation; vandalism in inner city or ghetto schools; variation in heating and cooling needs and costs; and the small number of students in sparsely settled rural districts, which inflates the cost of providing comparable education. In



equality of education is to be achieved, the varying needs of children must be taken into consideration in allocation of state funds. No state now uses the flat grant approach exclusively, although it was the norm before states began adopting foundation school programs. In many states, including Texas, the foundation program was added to the flat grant allocation rather than replacing it.

A plan designed to distribute different amounts of money to meet different educational needs must make clear which needs are to be taken into account. Some educators argue, for example, that family poverty is a factor which requires compensatory action. If differing amounts are to be allocated for poverty and nonpoverty students, a measure of what constitutes poverty must be determined — e.g., family income or per capita resources. The more differences in educational need that are identified and translated into cost and used to determine allocations, the more sensitive the measure of need is said to be. The more sensitive the measure of need, the more equitable the system, according to this definition of student equity. A balance must be struck between the sensitivity of the measure of need and the costs of testing and classifying according to needs, determining the cost differentials, and administering such a system. Once needs have been identified, they must be translated systematically and uniformly into estimates of the financial resources necessary to meet them.

One method of allocating state funds on the basis of educational need of certain students is **flat grants for special programs**, sometimes termed *categorical aid*. The state funds special programs through a flat grant of a specified number of dollars per pupil in the program. The grant is usually restricted to use in the special program designed to serve that category of students. Texas' funding of bilingual education is an example of such an approach. Funding of compensatory education in Texas, although termed categorical aid, does not fit the same pattern: the allocation to a district is based on the number of children in the free and reduced-price lunch program in the 1978-79 school year, not the number of students in need of compensatory education services. The number of dollars allocated per pupil usually bears little relationship to the cost of providing such a special program, although it is safe to say that the amount is generally inadequate.

Another allocation model, the **excess cost** approach, provides grants to districts to cover the additional cost of educating special students. Because districts are reimbursed only for the actual extra cost of the programs provided, a major advantage of this approach is that there is no disbursement to a district if no program is provided. Another advantage is that variances in the cost of providing the same program in different districts are automatically compensated for, since the amount granted is tailored to each district's expenditure pattern. A disadvantage is that the reimbursement comes after the costs have been incurred; consequently poor districts may be put in a financial bind. Approximately 24 states have excess cost grants for instructional programs.

In theory, the excess cost approach would reimburse districts for all the costs of the special program over and above the costs of the regular program — in whatever manner that is defined. In practice, legislators would, no doubt, be reluctant to appropriate open-ended amounts for reimbursement. Most would put a cap or limit on the state monies that could be spent in any year to reimburse local districts for excess cost. Thus the districts generally would recover only part of their extra expenditure on special programs. Federal funding for special education (PL 94-142) is an example of a modified excess cost approach at the federal level.

Weighted approaches to student equity facilitate establishment of more sensitive measures of need and allocation of financial resources to meet the different costs of satisfying those

educational needs. Weighted approaches differ primarily in which variable — pupils, programs, or personnel — is assigned weights.

The **weighted-pupil** approach groups students by educational characteristics (i.e., need) and assigns weights to students on the basis of the relationship between the cost of the programs they need and the cost of regular education, indexed at 1.00. For example, if it is determined that the cost of educating student A is twice as great as educating a student in the regular program, student A would receive a weight of 2.00. This approach requires diagnosis of identifiable educational needs and determination of the costs of meeting those needs.

Supporters of this approach say that it places the emphasis where it should be — on the individual student. Those who oppose the weighted-pupil approach argue that it results in the labeling of pupils and in their being classified into rigid and artificial categories.

The **weighted-program** approach focuses on the program costs. Weights are assigned to different educational programs based on the cost to provide them.

The Governor's Office of Educational Research and Planning recommended a weighted-program approach to the legislature in 1975, though it was referred to as a weighted-pupil approach. The table accompanying this recommendation listed five different weights for regular education programs, ranging from 1.00 for students in grades 4-6 to 1.20 for kindergarten programs. On the basis of these weights, for every \$100 allocated per student in grade 4, \$120 would be allocated for each student in kindergarten, for example. Weights assigned to vocational education programs ranged from a low of 1.50 for health education to a high of 2.63 for agriculture. In special education, weights ranged from 2.20 for the educable mentally retarded to 4.86 for the orthopedically handicapped.

Although this approach was not adopted, the legislature did adopt a modified **weighted-personnel** approach for children in regular education. (See Table 1.) A weighted-personnel approach, after grouping pupils in a district by program, converts the number of pupils in each program through a formula into personnel units allocated to the district. In 1977, the legislature adopted a special education personnel unit system consistent with the regular program — weighted-personnel system adopted in 1975.

According to Raymon Bynum, deputy commissioner of TEA, the weighted-personnel approach was more compatible with the old teacher salary schedule (since changed to a salary index) that Texas had than a weighted-pupil approach would have been. Other experts say that the weighted-pupil or weighted-program approach could easily be tied to the salary index. The legislature would merely be required to establish a ratio between a weight of 1.00 in the weighted pupil or program table and the index value of 1.00 in the salary index.

## Taxpayer Equity

Taxpayer equity hinges on the equitable distribution of the tax burden among the taxpayers and on an equal opportunity for taxpayers in different districts to raise and spend an equal amount per pupil for an equal unit of tax effort.

Court decisions in *Serrano v. Priest* in California and in the *Rodriguez* case in Texas at the district court level (overturned by the U.S. Supreme Court) have said that school finance systems must attain "fiscal neutrality." That is, the amount of money spent per pupil in a given school district must be dependent upon the wealth of the state as a whole rather than on the wealth of that individual district.

Texas addressed this issue by including "equalization aid" in the school finance plan adopted by the 64th Legislature in 1975.

Of the \$1.6 billion raised by local districts through the maintenance tax in 1978-79, approximately 22% (\$357 million) went to meeting their local fund assignment; roughly 78% (\$1.2 billion) was used to provide program enrichment over and above the FSP level. The amount raised by the debt service tax in 1978-79 was \$362 million.

**Local fund assignment.** The local fund assignment (LFA) is the local district's share of the foundation school program. The state assigns each local district a share of the FSP cost based on a state estimate of the district's tax base. The rationale behind the sharing concept is that districts with high property values are better able to finance local schools and, therefore, should pay a greater percentage of the total cost of the FSP than relatively poor districts. The TEA estimates the state-local FSP sharing ratio for the 1979-80 school year to be approximately 89% state to 11% local.

The legislature in 1979 set a district's 1979-80 LFA at either a 15¢ per \$100 rate applied to the estimated full market value of property in the district, or a 17.5¢ per \$100 rate applied to the index value of property in the district, whichever would cause the LFA to be less. "Market value" for LFA purposes is defined as: the 1979 School Tax Assessment Practices Board's market value estimate minus the value of property exempted from taxation as a result of Texas voter approval of the Tax Relief Amendment in 1978 (intangible personal property, personal property, motor vehicles, homestead).

Rural interests won legislative approval of an index value that could be used for the LFA calculation in place of the market value defined above. The index value of the property in a district is calculated by substituting the productivity value of "open space land used for agriculture" for the market value of such property, thereby reducing the property wealth value of the district.

For the school year 1980-81, the LFA will be determined by multiplying the index value of the property in a district by a 16¢ per \$100 rate. This is tantamount to a 1¢ increase in the tax rate for urban districts with little open space land and a 1.5¢ decrease in the rate for districts with substantial amounts of open space land.

**Local enrichment.** Any money that a district is able to raise above its local fund assignment may be used to enrich or supplement the educational program. Most commonly, local enrichment is used to lower the pupil/teacher ratio by employing additional personnel, to pay higher salaries, and to purchase supplemental materials and equipment to aid classroom instruction.

The following example illustrates enrichment. Two hypothetical districts, A and B, have 1,000 ADA and equal FSP levels. District A has a taxable wealth of \$50 million, and District B has a taxable wealth of \$400 million. If both districts have a tax rate of \$1.00 per \$100 valuation, District A would raise \$500,000, while District B would raise \$4,000,000. With the same tax effort, District A has raised only \$500 per ADA, but District B has raised \$4,000 per ADA. Obviously District B would have more money available for enrichment above the FSP level, even though its LFA would be greater.

Not every district with a high-wealth property tax base uses it to provide substantial enrichment. However, as Table 3 indicates, even average-wealth districts find it necessary to spend more than the FSP provides, and high-wealth districts are able to and generally do spend considerably more.

Equalization aid was established for the purpose of partially offsetting the disparities in enrichment ability, but it cannot significantly close the gap even at the 1980-81 level of \$290 per ADA. All but the poorest districts are able to enrich at substantially higher levels.

**Table 3**  
**LOCAL ENRICHMENT IN RELATION**  
**TO TAX BASE, 1978-79**

Market Value per ADA	Enrichment per ADA
Under \$70,000	\$ 215
\$ 70,000 - \$114,999	416
\$115,000 - \$149,999	639
\$150,000 - \$199,999	602
\$200,000 - \$299,999	789
\$300,000 - \$499,999	1,069
Over \$500,000	1,601

**Source:** *Bench Marks for 1979-80 School District Budgets in Texas* (Texas Research League, 1979), p. 10.

**Facilities funding.** Although approximately 40 states have acted to assist in financing local school facilities, Texas has not done so. The funding of school construction in Texas is entirely the responsibility of the local school districts, which have been authorized to levy a debt service tax for the purpose of retiring indebtedness incurred, with voter approval, in providing school facilities. In the year 1978-79, 17% of the revenue raised by local districts, or approximately \$362 million, came from the debt service tax. There is no limit on the debt service tax rate unless it is self-imposed by the local district; however, the state has declared that a district's total debt cannot exceed 10% of the assessed value of the district's taxable property.

The inequalities discussed earlier concerning local enrichment also apply to the financing of facilities. Districts with high property wealth per pupil can levy a lower debt service tax than districts with low property wealth per pupil and have comparable, if not better, facilities. Suburban school districts experiencing rapid growth are especially affected by the burden of financing facilities and, typically, they are not blessed with heavy industry or rich mineral deposits to tax.

State participation in the funding of facilities varies from full state funding in Florida and Maryland to a percentage equalizing system in New York and Illinois in which a district decides what it wants to build and how much it wants to spend, and the state shares in the cost, proportionately more state funds going to poorer districts. Some states provide a flat grant per student whether it is needed that year or not, districts banking the money until they do need it. Other states simply provide loans from a state fund based on proven need. Because construction costs account for a smaller portion of the school budget than operating costs, there have been fewer attempts to equalize the financing of facilities, and so it is a fertile field for reform.

## Federal Funding

The primary intent of Congress with regard to federal aid for public education has been to provide supplemental support to state and local programs for students who are poor, educationally disadvantaged, bilingual, or handicapped — to meet those educational needs which states have been unable or unwilling to do.

Most federal aid to public education is targeted to meet the needs of a specified pupil population and comes through the state to the local district in the form of categorical aid. Very few funds go directly to the local district. In Texas most federal money is channeled through the TEA, which administers the programs in compliance with federal guidelines. For 1978-79, according to TEA estimates, the total amount of federal funding was \$533 million, and for 1979-80, \$583 million. Federal funding in 1978-79 included programs for the educationally disadvan-



tagged (\$174 million); migrants (\$54 million); the handicapped (\$56 million); and the poor (free and reduced-price lunch, breakfast, milk — \$200 million).

One type of federal aid that is not a form of categorical aid is impact aid — money given by the U.S. government to local school districts in lieu of the property taxes the districts cannot collect because of the tax-exempt status of federal property. Major military bases and federal housing developments in a school district have a great impact on the district's pupil population but cannot be taxed to finance the schools required. In 1979-80, \$32 million in impact aid will go directly to the local school districts in Texas (not through the TEA) in the form of general grants that can be used for any legal purpose.

In allocating funds, the federal government does not consider the wealth of the local district; a district's ability to produce local ad valorem tax revenue is not a determinant in its receiving federal funds. As a result, wealthy districts that could easily afford to provide programs from local revenues for the educationally disadvantaged or other categories of students with special needs often receive federal funds, a situation that further compounds equalization problems.

## Summary of Recent School Finance Legislation

The decade of the 70s was a period of intense legislative activity for school finance reform in Texas. This concluding section examines some of the changes that have taken place in the school finance system and some of the political forces at work during this period.

The 1973 legislative session accomplished little in school finance reform as it awaited the U.S. Supreme Court decision on the appeal of the Rodriguez decision. However, the stage was set for future change: study committees were named by the legislature, Governor Briscoe established the Governor's Office of Educational Research and Planning, and groups such as the Texas Advisory Committee on Intergovernmental Relations and the U.S. Commission on Civil Rights, as well as professional educator groups and citizen groups, dusted off or updated studies and recommendations. When the Supreme Court overturned the Rodriguez decision by a 5-4 vote in March 1973, some feared it would halt or at least slow movement toward school finance reform. That proved not to be the case, however; the momentum gained during the 1973 legislative session continued into the 1975 session.

The school finance bill (HB 1126) passed during that 1975 session significantly altered the school finance system. It (1) dropped the old economic index as the measure of the wealth of a district and made the market values of property in each district as estimated by Management Services Associates the basis for calculating each district's LFA; (2) set the LFA at a value obtained by multiplying each district's estimated property wealth by a tax rate of 30¢ per \$100 for 1975-76 and 35¢ for each year thereafter — significantly raising the local fund assignment and thus decreasing the amount of local enrichment a district could provide without a tax increase; (3) provided for equalization aid up to \$70 per pupil in school districts with a local property wealth per pupil less than 125% of the statewide average (the practical effect, in terms of dollars received, was not great because of a \$50 million cap put on equalization aid, but the concept was established); and (4) adopted a weighted-personnel system in place of the classroom teacher unit (CTU) formulas used to that time.

In 1977, a billion-dollar increase in school funding over the biennium was committed by the 65th Legislature. Legislation enacted (1) cut the local district's share of the FSP cost almost in half; (2) specified that the newly created Governor's Office of Education Resources' estimates of local district market values or agricultural values, whichever produced the lower local district share, were to be used in figuring each district's LFA in the biennium; (3) created the School Tax Assessment Practices Board to, among other things, produce the property value estimates needed for determining the local fund assignment in future years; (4) adopted a salary index matrix approach in place of the old dollars per month salary schedule; (5) adopted a special education personnel unit system consistent with the regular program-weighted-personnel system of HB 1126 (1975); and (6) increased equalization aid to \$210 per ADA in school districts with a local property wealth per pupil less than 110% of the statewide average.

Approximately a third of the billion-dollar increase was used to raise teacher salaries, one third went toward adjustments for inflation in the other components of the foundation school program, and the remaining third was used to reduce the local district's share of the FSP cost (to allow local districts to grant tax relief, though few chose to do so). The total result addressed adequacy of funding, but did little or nothing about improving equity of distribution. Whether a school district was high tax effort or low tax effort, rich or poor, all but a few received approximately the same increase in state aid per ADA.

In 1979, the 66th Legislature in SB 350 (1) increased equalization aid from a maximum of \$210 per ADA to \$290 per ADA in 1980-81, (2) increased state compensatory education funding from \$25 per student eligible for ESEA Title I aid to \$44 per free-lunch-program participant, (3) adopted a new density-based transportation formula, (4) prevented the local district's share of the FSP cost from increasing as a result of property appreciation, and (5) used the School Tax Assessment Practices Board's estimates of property value to establish the local district's share of the FSP cost, and (6) added support for fast-growing school districts.

The 66th Legislature probably had a greater long-range impact on public school financing by enacting HB 1060 and SB 621, which respectively redefined the ad valorem tax base and recodified and substantially changed property tax law, than it did by enacting SB 350. The \$1.146 billion increase in biennial spending authorized by the legislature in the area of public school finance failed to offset the tax relief granted in HB 1060 and the erosion of purchasing power resulting from inflation.

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Researched and written by Doris Staton, Graduate School of Education, University of Houston; Dr. Richard Hooker, Associate Professor of Education Administration and Supervision, University of Houston; and Jan Wilbur, Associate Director for Public School Finance, League of Women Voters of Texas

Edited by Mary Sieber

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## League of Women Voters of Texas Education Fund Facts & Issues



# Financing Public Schools

Quality education is a concern of people on local, state and national levels. Recent events — in particular, court challenges, declining enrollments, the call for public accountability, and a tight economy — have made school finance a major educational issue. Each year billions of dollars are spent by state and local governments across the country on education. Yet the decisions concerning the raising of revenues and the distribution of tax dollars for education have been restricted to those few individuals who were familiar with the jargon and the complex formulas generally employed in school finance discussions. It is essential that the public become aware of the choices to be made and that are being made in designing state school finance systems to provide children with an equal opportunity for a quality education.

With our highly mobile society, education practices all over the country have impact on local school districts, as families move from city to city and state to state. According to U.S. census figures, 51% of the population growth in Texas for the years 1973-76 was a result of people moving from out of state into Texas. Though education is a national concern, the governance of education has traditionally been assumed by state and local entities.

This responsibility is not a small one. In 1978-79, approximately 30% of the state's budget was spent on public elementary and secondary education. For the school year 1978-79, approximately \$5 billion from federal, state and local sources was spent to educate 3 million enrolled students. According to Texas Education Agency (TEA) estimates, this results in an approximate current operating expenditure per pupil in average daily attendance (ADA) of \$1,486 (excluding money spent on facilities).

## Basic Issues and Approaches

According to the State Board of Education, its underlying philosophy is "to develop and educate each student according to his or her potential . . ." How is that philosophy and the mandate given in the Texas Constitution implemented and translated into a statewide system of school finance? What types of student needs will be identified and served? What services will be provided? Who will pay the bill and how will the cost be distributed? These questions indicate the magnitude of the public policy issues that must be addressed in developing a public school finance system.

Discussion regarding those issues can be grouped broadly under two headings: student equity and taxpayer equity. Student equity and taxpayer equity are different concerns and on many occasions have been addressed independently. That is, a school finance system could move in the direction of student

equity without necessarily addressing the question of taxpayer equity, though that is not usually the case. School finance reformers are likely to be more concerned about student equity, whereas taxpayer groups tend to focus on taxpayer equity.

### Student Equity

Student equity relates to the distribution side of the school finance system. It describes how fairly, from the standpoint of meeting students' educational needs, available financial resources are spread across the school districts. One definition of student equity assumes that all students have similar needs when translated into dollars and that therefore resources should be allocated equally to all students. Another states that different students have different educational needs, and that to achieve student equity, financial resources must be allocated on the basis of the different costs of meeting those needs.

Regardless of which definition is used, it is necessary to determine how many students must be served in each district. Counting the number of students for purposes of allocation of funds can be done by averaging attendance figures over the year to get the number of students in *average daily attendance* (ADA) or by averaging the number of students enrolled in the district over the year, the *average daily membership* (ADM). Measuring by ADA assumes that districts with higher levels of attendance should be rewarded and those with lower levels should be punished. The ADM measure assumes that whether or not the student is in attendance on any given day, the costs of district operation — professional salaries, custodial service, utilities, etc. — remain the same and the allocation of resources should recognize that. School districts plan and budget for peak enrollment, the argument goes, and state funding should flow on that basis.

In some districts, particularly the larger ones, the difference in state monies received can be quite significant depending on whether ADA or ADM is used as the measure of the number of students. For example, Houston ISD estimates that if ADM had been used instead of ADA for the 1979-80 school year, it would have received an additional \$10 million, provided that the formulas and dollar amounts in the school finance bill remained the same. If dollar amounts were adjusted to keep the state's total expenditure on public schools from increasing, HISD estimates it would still have gained almost \$2 million, because its percentage of statewide ADM is greater than its percentage of statewide ADA.

The simplest approach to student equity is the **flat grant** approach. Under this type of system, the state allocates money to school districts in direct proportion to the number of students in the district, measured either by ADA or ADM. The flat grant approach is easily understood by legislators and citizens alike. It is simply administered, does not require extensive and costly testing and placement of students, and leaves development of local educational programs firmly in the hands of the local administration. This approach does not recognize or accept that if



equality of education is to be achieved, the varying needs of children must be taken into consideration in allocation of state funds. No state now uses the flat grant approach exclusively, although it was the norm before states began adopting foundation school programs. In many states, including Texas, the foundation program was added to the flat grant allocation rather than replacing it.

A plan designed to distribute different amounts of money to meet different educational needs must make clear which needs are to be taken into account. Some educators argue, for example, that family poverty is a factor which requires compensatory action. If differing amounts are to be allocated for poverty and nonpoverty students, a measure of what constitutes poverty must be determined — e.g., family income or per capita resources. The more differences in educational need that are identified and translated into cost and used to determine allocations, the more sensitive the measure of need is said to be. The more sensitive the measure of need, the more equitable the system, according to this definition of student equity. A balance must be struck between the sensitivity of the measure of need and the costs of testing and classifying according to needs, determining the cost differentials, and administering such a system. Once needs have been identified, they must be translated systematically and uniformly into estimates of the financial resources necessary to meet them.

One method of allocating state funds on the basis of educational need of certain students is **flat grants for special programs**, sometimes termed *categorical aid*. The state funds special programs through a flat grant of a specified number of dollars per pupil in the program. The grant is usually restricted to use in the special program designed to serve that category of students. Texas' funding of bilingual education is an example of such an approach. Funding of compensatory education in Texas, although termed categorical aid, does not fit the same pattern: the allocation to a district is based on the number of children in the free and reduced-price lunch program in the 1978-79 school year, not the number of students in need of compensatory education services. The number of dollars allocated per pupil usually bears little relationship to the cost of providing such a special program, although it is safe to say that the amount is generally inadequate.

Another allocation model, the **excess cost** approach, provides grants to districts to cover the additional cost of educating special students. Because districts are reimbursed only for the actual extra cost of the programs provided, a major advantage of this approach is that there is no disbursement to a district if no program is provided. Another advantage is that variances in the cost of providing the same program in different districts are automatically compensated for, since the amount granted is tailored to each district's expenditure pattern. A disadvantage is that the reimbursement comes after the costs have been incurred; consequently poor districts may be put in a financial bind. Approximately 24 states have excess cost grants for instructional programs.

In theory, the excess cost approach would reimburse districts for all the costs of the special program over and above the costs of the regular program — in whatever manner that is defined. In practice, legislators would, no doubt, be reluctant to appropriate open-ended amounts for reimbursement. Most would put a cap or limit on the state monies that could be spent in any year to reimburse local districts for excess cost. Thus the districts generally would recover only part of their extra expenditure on special programs. Federal funding for special education (PL 94-142) is an example of a modified excess cost approach at the federal level.

Weighted approaches to student equity facilitate establishment of more sensitive measures of need and allocation of financial resources to meet the different costs of satisfying those

educational needs. Weighted approaches differ primarily in which variable — pupils, programs, or personnel — is assigned weights.

The **weighted-pupil** approach groups students by educational characteristics (i.e., need) and assigns weights to students on the basis of the relationship between the cost of the programs they need and the cost of regular education, indexed at 1.00. For example, if it is determined that the cost of educating student A is twice as great as educating a student in the regular program, student A would receive a weight of 2.00. This approach requires diagnosis of identifiable educational needs and determination of the costs of meeting those needs.

Supporters of this approach say that it places the emphasis where it should be — on the individual student. Those who oppose the weighted-pupil approach argue that it results in the labeling of pupils and in their being classified into rigid and artificial categories.

The **weighted-program** approach focuses on the program costs. Weights are assigned to different educational programs based on the cost to provide them.

The Governor's Office of Educational Research and Planning recommended a weighted-program approach to the legislature in 1975, though it was referred to as a weighted-pupil approach. The table accompanying this recommendation listed five different weights for regular education programs, ranging from 1.00 for students in grades 4-6 to 1.20 for kindergarten programs. On the basis of these weights, for every \$100 allocated per student in grade 4, \$120 would be allocated for each student in kindergarten, for example. Weights assigned to vocational education programs ranged from a low of 1.50 for health education to a high of 2.63 for agriculture. In special education, weights ranged from 2.20 for the educable mentally retarded to 4.86 for the orthopedically handicapped.

Although this approach was not adopted, the legislature did adopt a modified **weighted-personnel** approach for children in regular education. (See Table 1.) A weighted-personnel approach, after grouping pupils in a district by program, converts the number of pupils in each program through a formula into personnel units allocated to the district. In 1977, the legislature adopted a special education personnel unit system consistent with the regular program — weighted-personnel system adopted in 1975.

According to Raymon Bynum, deputy commissioner of TEA, the weighted-personnel approach was more compatible with the old teacher salary schedule (since changed to a salary index) that Texas had than a weighted-pupil approach would have been. Other experts say that the weighted-pupil or weighted-program approach could easily be tied to the salary index. The legislature would merely be required to establish a ratio between a weight of 1.00 in the weighted pupil or program table and the index value of 1.00 in the salary index.

## Taxpayer Equity

Taxpayer equity hinges on the equitable distribution of the tax burden among the taxpayers and on an equal opportunity for taxpayers in different districts to raise and spend an equal amount per pupil for an equal unit of tax effort.

Court decisions in *Serrano v. Priest* in California and in the *Rodriguez* case in Texas at the district court level (overturned by the U.S. Supreme Court) have said that school finance systems must attain "fiscal neutrality." That is, the amount of money spent per pupil in a given school district must be dependent upon the wealth of the state as a whole rather than on the wealth of that individual district.

Texas addressed this issue by including "equalization aid" in the school finance plan adopted by the 64th Legislature in 1975.

Of the \$1.6 billion raised by local districts through the maintenance tax in 1978-79, approximately 22% (\$357 million) went to meeting their local fund assignment; roughly 78% (\$1.2 billion) was used to provide program enrichment over and above the FSP level. The amount raised by the debt service tax in 1978-79 was \$362 million.

**Local fund assignment.** The local fund assignment (LFA) is the local district's share of the foundation school program. The state assigns each local district a share of the FSP cost based on a state estimate of the district's tax base. The rationale behind the sharing concept is that districts with high property values are better able to finance local schools and, therefore, should pay a greater percentage of the total cost of the FSP than relatively poor districts. The TEA estimates the state-local FSP sharing ratio for the 1979-80 school year to be approximately 89% state to 11% local.

The legislature in 1979 set a district's 1979-80 LFA at either a 15¢ per \$100 rate applied to the estimated full market value of property in the district, or a 17.5¢ per \$100 rate applied to the index value of property in the district, whichever would cause the LFA to be less. "Market value" for LFA purposes is defined as: the 1979 School Tax Assessment Practices Board's market value estimate minus the value of property exempted from taxation as a result of Texas voter approval of the Tax Relief Amendment in 1978 (intangible personal property, personal property, motor vehicles, homestead).

Rural interests won legislative approval of an index value that could be used for the LFA calculation in place of the market value defined above. The index value of the property in a district is calculated by substituting the productivity value of "open space land used for agriculture" for the market value of such property, thereby reducing the property wealth value of the district.

For the school year 1980-81, the LFA will be determined by multiplying the index value of the property in a district by a 16¢ per \$100 rate. This is tantamount to a 1¢ increase in the tax rate for urban districts with little open space land and a 1.5¢ decrease in the rate for districts with substantial amounts of open space land.

**Local enrichment.** Any money that a district is able to raise above its local fund assignment may be used to enrich or supplement the educational program. Most commonly, local enrichment is used to lower the pupil/teacher ratio by employing additional personnel, to pay higher salaries, and to purchase supplemental materials and equipment to aid classroom instruction.

The following example illustrates enrichment. Two hypothetical districts, A and B, have 1,000 ADA and equal FSP levels. District A has a taxable wealth of \$50 million, and District B has a taxable wealth of \$400 million. If both districts have a tax rate of \$1.00 per \$100 valuation, District A would raise \$500,000, while District B would raise \$4,000,000. With the same tax effort, District A has raised only \$500 per ADA, but District B has raised \$4,000 per ADA. Obviously District B would have more money available for enrichment above the FSP level, even though its LFA would be greater.

Not every district with a high-wealth property tax base uses it to provide substantial enrichment. However, as Table 3 indicates, even average-wealth districts find it necessary to spend more than the FSP provides, and high-wealth districts are able to and generally do spend considerably more.

Equalization aid was established for the purpose of partially offsetting the disparities in enrichment ability, but it cannot significantly close the gap even at the 1980-81 level of \$290 per ADA. All but the poorest districts are able to enrich at substantially higher levels.

**Table 3**  
**LOCAL ENRICHMENT IN RELATION**  
**TO TAX BASE, 1978-79**

Market Value per ADA	Enrichment per ADA
Under \$70,000	\$ 215
\$ 70,000 - \$114,999	416
\$115,000 - \$149,999	639
\$150,000 - \$199,999	602
\$200,000 - \$299,999	789
\$300,000 - \$499,999	1,069
Over \$500,000	1,601

**Source:** *Bench Marks for 1979-80 School District Budgets in Texas* (Texas Research League, 1979), p. 10.

**Facilities funding.** Although approximately 40 states have acted to assist in financing local school facilities, Texas has not done so. The funding of school construction in Texas is entirely the responsibility of the local school districts, which have been authorized to levy a debt service tax for the purpose of retiring indebtedness incurred, with voter approval, in providing school facilities. In the year 1978-79, 17% of the revenue raised by local districts, or approximately \$362 million, came from the debt service tax. There is no limit on the debt service tax rate unless it is self-imposed by the local district; however, the state has declared that a district's total debt cannot exceed 10% of the assessed value of the district's taxable property.

The inequalities discussed earlier concerning local enrichment also apply to the financing of facilities. Districts with high property wealth per pupil can levy a lower debt service tax than districts with low property wealth per pupil and have comparable, if not better, facilities. Suburban school districts experiencing rapid growth are especially affected by the burden of financing facilities and, typically, they are not blessed with heavy industry or rich mineral deposits to tax.

State participation in the funding of facilities varies from full state funding in Florida and Maryland to a percentage equalizing system in New York and Illinois in which a district decides what it wants to build and how much it wants to spend, and the state shares in the cost, proportionately more state funds going to poorer districts. Some states provide a flat grant per student whether it is needed that year or not, districts banking the money until they do need it. Other states simply provide loans from a state fund based on proven need. Because construction costs account for a smaller portion of the school budget than operating costs, there have been fewer attempts to equalize the financing of facilities, and so it is a fertile field for reform.

## Federal Funding

The primary intent of Congress with regard to federal aid for public education has been to provide supplemental support to state and local programs for students who are poor, educationally disadvantaged, bilingual, or handicapped — to meet those educational needs which states have been unable or unwilling to do.

Most federal aid to public education is targeted to meet the needs of a specified pupil population and comes through the state to the local district in the form of categorical aid. Very few funds go directly to the local district. In Texas most federal money is channeled through the TEA, which administers the programs in compliance with federal guidelines. For 1978-79, according to TEA estimates, the total amount of federal funding was \$533 million, and for 1979-80, \$583 million. Federal funding in 1978-79 included programs for the educationally disadvan-



general, costs of supplies and services tend to be higher in rural and highly urbanized districts, and lower in suburban areas.

Salaries constitute from 70% to 80% of the average school district's budget. Therefore, differences in the cost of hiring and retaining employees of equivalent quality are even more significant than differences in the cost of supplies. Cost-of-living differences may affect the cost of hiring and retaining comparable personnel, but an even more important consideration is probably the attractiveness of a school or a school district as a place to teach and of a community as a place to live. Salaries may need to be higher to get teachers of comparable quality for a ghetto school and in districts with ghetto schools than in an upper-middle-class suburban district where there is no risk of being assigned to a ghetto school. Higher salaries might also be required in some rural areas to attract comparable teachers. These conditions give rise to the concept of "combat pay" for ghetto teachers and "isolation pay" for rural teachers.

It is easier to recognize the existence of cost differences than it is to measure and then to compensate districts for them. All states compensate districts, at least partially, for the costs of pupil transportation. In New York, state reimbursement is 90% of the costs; in Oregon it is 50%. Texas compensates at a fixed rate per vehicle mile traveled, the rate being determined by a linear density formula — the greater the density of pupils, the higher the rate.

States also subsidize cost differences in necessary small schools, such as schools in sparsely settled rural districts where transportation distances to larger schools in a larger district would be too great.

As of 1976, the only state that had made an attempt to compensate for the differences in salaries necessary to attract and retain teachers and other education personnel was Florida. Each of that state's 67 school districts is assigned a cost-of-living index, and its foundation aid level is adjusted by this index. Districts with lower costs of living have lower foundation levels.

Critics say that a cost-of-living index is a poor indicator of the actual cost differences in hiring employees of comparable quality. In addition, they argue, it is expensive to conduct a cost-of-living analysis for each district, and the result is probably quite inaccurate.

## Financing of Texas Schools

A \$5 billion expenditure for the 1978-79 school year to educate Texas' 3 million students makes school finance big business in the state. According to TEA estimates, approximately 50% of this \$5 billion was provided by the state, 40% by the local school districts, and 10% by the federal government.

### State Funding

The state provided approximately \$2.5 billion in 1978-79 for public elementary and secondary education.

Most state funding is in the form of general aid, which allows local school districts considerable flexibility in using the state revenue. This money comes to local districts through three different types of state funding: flat grants from the Available School Fund, the foundation school program, and equalization aid.

**Available School Fund.** The earliest form of state funding has its basis in Article VII, Section 2, of the Texas Constitution with the establishment of the Permanent School Fund. In 1839, the Congress of the Republic of Texas dedicated four million acres of land, including mineral rights, for the purpose of creating an endowment to provide for the current revenue needs of

public schools through the years without causing substantial demands on current tax revenues. The fund is permanent in that the principal may never be expended for current operations; only the income (interest, etc.) may be used. The income from this Permanent School Fund plus one-fourth of all motor fuel taxes and one-fourth of all occupation taxes (both constitutionally dedicated) make up what is called the Available School Fund (ASF). Monies from the ASF are allocated to the districts on the basis of the prior year's average daily attendance (ADA). This funding is a flat grant per pupil in ADA; the wealth of the local district plays no part in determining the size of the grant.

Flat-grant funding through the ASF has grown from \$119 per ADA in 1970-71 to \$284 per ADA in 1978-79. Nevertheless, it provides less than one-fifth of the estimated per pupil expenditure required for current operations.

**Foundation school program.** The Texas foundation school program (FSP) originated in 1949 with the passage of the Gilmer-Aikin laws. At that time Texas became a model of school finance reform primarily for two reasons. First, Texas was attempting for the first time to make available to the students of all school districts a minimum educational program spelled out in terms of minimum levels for teachers' salaries, teacher-pupil ratios, and so forth. Second, Texas was attempting to measure the local district's wealth (by means of an economic index) and to distribute state aid in inverse proportion to that wealth, with proportionately more state aid flowing to poorer districts.

The foundation program is based on a state/local sharing concept in which the local district is assigned a part of the total FSP cost on the basis of its ability to pay. The FSP is administered by the Texas Education Agency, and since its inception has been significantly restructured only once — in 1975 by HB 1126. Changes made in 1977 and 1979 were essentially refinements of the system — adding more money for equalization aid, creating the School Tax Assessment Practices Board, and others.

The foundation school program flows money to school districts for personnel costs, current operations (maintenance and operations), transportation, and categorical aid programs to serve special populations. FSP funds are not available for teacher in-service training and locally initiated research and evaluation of programs; or for servicing debt, building new classrooms, and other capital improvements.

**Personnel costs** are calculated by determining the district's personnel unit entitlement and then allocating money on the basis of an index in which different pay grade levels and steps are indexed to the beginning teacher's salary, as set by the legislature for that school year. In order to determine a local school district's personnel unit (PU) allocation, a weighted-personnel system is used. The district's estimated ADA for the

five best six-week periods of the school year is the basis for calculating the PU entitlement. The total allocation is determined as shown in Table 1.

After the district's total number of FSP personnel units has been computed, the special education and vocational units, which have been allocated on the basis of other formulas, are multiplied by .25 and .50 respectively, and the results are subtracted from the PU total. The remainder is the district's PU allotment for regular program personnel. A school district may use its personnel units for any combination of personnel (teachers, administrators, aides, clerical workers, librarians, nurses, counselors, etc.) that the district feels will best meet the needs of its students. Lowering the number of pupils per PU would allow districts to reduce their pupil-teacher ratio if they chose to use the increased state funding for that purpose.

Separate special education weighted-personnel formulas provide a maximum FSP entitlement based on 30 personnel units for the first 3,000 ADA, 1 personnel unit for each additional 100 ADA up to 6,000 students, and .85 PUs for each additional 100 ADA thereafter. In order to qualify for a 100% entitlement of special education personnel, a district must identify and serve 12% of its total ADA as special education students. For example, a district with 6,000 students in ADA would be entitled to 60 special education personnel units if it identified and served 720 students (12%) as handicapped students. If fewer than 720 students were qualified and served in the special education program, the number of special education personnel units would be reduced accordingly. Actual allocations to districts are limited, however, by a specific appropriations maximum placed on special education.

Since vocational PUs are charged against the district's PU allocation at a rate of .50 and special education PUs at .25, the more FSP special education and vocational education personnel that the district seeks and employs, the fewer personnel units that are available for use in employing personnel for the regular program. Regular-program educators have voiced concern over this fact; however, viewed positively, this feature makes special and vocational education PUs a "best buy" in that one personnel unit in the regular program provides the opportunity to employ one teacher, whereas in special education it provides four and in vocational education, two.

In 1978-79, the TEA estimated the total cost of the salary component of the foundation school program for 160,015 full-time-personnel at an average salary of \$12,035 to be \$1.9 billion. Most local districts felt it necessary to supplement either the FSP salary level or the number of personnel provided by the FSP, or both. As a result, 222,013 full-time-equivalent personnel were employed for a grand total of \$2.7 billion. In other words, local school districts spent \$800 million above the level of the FSP either to pay higher salaries or to employ more professional or paraprofessional personnel or both.

In the context of the current FSP personnel and salary system, preliminary estimates of the TEA indicate that a 5% raise in 1981-82 and another 5% raise in 1982-83 would cost \$357 million over the biennium and that two raises of 7% each would cost \$504 million.

**Operations funding** is general aid that is available for expenses such as utilities, custodial work, maintenance, and instructional supplies. For 1979-80, each district is allotted \$122 per student in ADA, and in 1980-81, \$139. In addition, there is a vocational education operations allotment of \$400 per vocational education personnel unit for instructional materials, and a special education operations allotment of \$400 per special education personnel unit (\$500 if it is a new unit).

**Transportation funding** under the foundation school program was considerably altered by the passage of the 1979 school finance bill (SB 350). A new linear density calculation was added,

and the rate of reimbursement a district receives for the operation of approved bus routes was made dependent on their linear density. Linear density is the number of eligible students per mile of an approved bus route. Eligible students are those who live two or more miles from the school to which they are assigned.

Depending on the eligible-passenger-density measure, the FSP allotment ranges from 44¢ to 94¢ per mile of operation following an approved route — the greater the density, the higher the rate. The mileage rate is for all expenses authorized by law, including driver salaries and bus replacement costs. However, the average district spends substantially more than the FSP mileage rate just for operations, without addressing the capital outlay problem created by the need for additional new buses or replacement buses.

Special education transportation funding for handicapped students who cannot ride on regular buses is allocated on the basis of the previous year's cost per mile. For 1979-80 and 1980-81, the maximum entitlement is 80¢ per mile per vehicle operated by the district. In addition, reimbursement for private transportation of handicapped students, not to exceed 18¢ per mile, may be granted by the Commissioner of Education up to a maximum of \$600 per student per year.

Transportation costs for vocational education are reimbursed on the basis of the actual number of miles traveled times the district's official extracurricular travel per mile rate as set by its local board of trustees and approved by the TEA.

In addition to the new density formulas, the 66th Legislature added a hazardous-conditions provision. Local school boards may designate certain conditions, such as areas without sidewalks and major highways without elevated crosswalks, as hazards, thereby making children who must pass through those areas eligible for state-subsidized transportation. The TEA has established 10% of the district's regular transportation allotment as the limit which a district can receive under the hazardous-conditions clause.

**Categorical aid** is of two types: compensatory and driver's education. Compensatory educational aid for 1979-80 has been fixed at \$44 times the number of qualifying students. This number is the average of the best six months' participation of educationally disadvantaged students in free and reduced-price lunch programs under the National School Lunch Program for 1978-79. For driver's education, the categorical aid is \$25 per enrolled pupil. Funds are provided for up to 20% of a school's student population in grades 10-12.

Funding for bilingual, and gifted and talented students is not defined as categorical aid in the FSP, but nevertheless is similar in concept. Bilingual education funding comes from the foundation school fund. It is provided in districts in which there is an enrollment of 20 or more students of limited English-speaking ability in any one language classification in the same grade level. TEA determines the size of the allotment, which covers the cost of pupil evaluation, books, instructional media, and other supplies required for quality instruction. For the 1979-80 and 1980-81 school years, TEA has set the allotment at \$25 per program participant. Bilingual education must be provided where needed (defined as above) in grades kindergarten through third and may be provided in grades four and five. Any bilingual program beyond the fifth grade is at the expense of the local school district.

In 1979 the legislature provided for the establishment of demonstration programs for gifted and talented students in various regions of the state, allocating up to \$2 million for the 1979-80 school year and up to \$3 million for the 1980-81 school year. The TEA is required to establish these programs, which are to reflect different approaches and alternatives and are to be representative of different types of districts in various parts of the

Table 1  
PERSONNEL UNIT (PU)  
ALLOCATION SCHEDULE

Grade-Level Category	PU/No. of Pupils (ADA)
Grades K-3	1 PU per 18.5 ADA
Grades 4-6	1 PU per 21 ADA
Grades 7-9	1 PU per 20 ADA
Grades 10-12	1 PU per 18 ADA

**Note:** State-level funding of kindergarten is for half-day for the full year or full-day for half the year. That is, in calculating personnel unit allocations, each kindergarten student counts as one-half of a student in ADA. The local district may offer full-day kindergarten throughout the school year, but the balance of funding must come from local sources (local enrichment).



state in terms of size, composition, and geographical influence. A school district or combination of districts may apply to offer the program; the TEA will decide where the programs are to be established. A district or combination of districts must identify at least 20 gifted and talented students to be served for a full school; the maximum allotment of \$150 per pupil will be made if the TEA approves the plans submitted. Further restrictions are that no district may qualify more than 5% of its ADA and no district shall receive more than \$100,000 annually.

Special education and vocational education, although obviously categorical in nature, are not defined as such in the foundation school program.

The total FSP cost for 1979-80 has been estimated by TEA at \$2,651,000,000. This may be broken down as follows:

Regular program	\$2,093,700,000
Vocational education	155,800,000
Special education	286,600,000
Compensatory education	42,900,000
Driver's education	3,100,000
Miscellaneous	68,900,000
	<b>\$2,651,000,000</b>

Miscellaneous expenditures include costs for educational service centers, regional media centers, computer services, sick leave, and agency administration. Of the total FSP cost, the state's share is \$2,292,400,000, and the local share is \$358,600,000.

Once the total foundation school program cost is determined for a given school district, the available school fund flat grant and the local fund assignment (LFA) are subtracted to determine the amount of money to be paid to the district from state foundation school funds. If the local fund assignment plus the available school fund grant equals or exceeds the FSP cost — a condition known as "budget balance" — the district is not eligible for further state aid. The district would, however, still receive the full amount of the available school fund flat grant.

For example, let us suppose that two hypothetical districts, A and B, each have 1,000 students in ADA and a foundation school program cost determined to be \$1,300,000, and are entitled to the same available school fund flat grant of \$300 per ADA, but that District A has a taxable wealth of \$90,000 per ADA, whereas that of District B is \$900,000 per ADA. District A would receive \$865,000 from foundation school funds (\$1,300,000 - \$300,000 [ASF] - \$135,000 [LFA]). District B would receive no foundation school funds, because its LFA (\$1,350,000), plus its ASF (\$300,000), exceeds the cost of the foundation school program in the district; it is a budget-balance district.

A district need not actually raise its LFA as a condition for receiving foundation school aid.

**Equalization aid.** The third and final type of state funding, equalization aid, was established in 1975 for the purpose of offsetting, at least in part, differences in local ability to provide enrichment. These differences are a result of unequal distribution of taxable property wealth among school districts (see Table 2). The average taxable wealth of school districts in Texas for 1978-79 was approximately \$91,000 per ADA. However, the taxable wealth in individual districts ranged from a high of \$19,219,000 per ADA to a low of \$12,419 per ADA. Of the 1,078 districts in the state, 364 did not have a tax base equal to the state average.

The results of this unequal distribution of taxable wealth can be seen in figures for current operations expenditures in 1978-79. TEA reported that the expenditures of the district spending the most were eight times greater than those of the district spending the least — \$6,600 versus \$817 per ADA. Most dis-

**Table 2**  
**DISTRIBUTION OF SCHOOL DISTRICTS**  
**BY TAXABLE WEALTH**

No. of Districts	Taxable Wealth (GOER Market Value/ADA)
77	Under \$50,000
209	\$ 50,000 - \$ 79,999
207	\$ 80,000 - \$109,999
131	\$110,000 - \$139,999
95	\$140,000 - \$169,999
53	\$170,000 - \$199,999
50	\$200,000 - \$229,999
44	\$230,000 - \$259,999
33	\$260,000 - \$289,999
179	\$290,000 and over

**Source:** TEA, based on the market values estimated by the Governor's Office of Education Resources (GOER) for computing districts' local fund assignment in 1978-79.

tricts spent between \$1,000 and \$3,000 per ADA in 1978-79, the statewide average being \$1,486. Houston ISD and Dallas ISD, the state's two largest districts, budgeted \$1,573 and \$1,808 per ADA respectively.

The equalization aid section of the 1975 school finance bill set \$70 per pupil per year in the school years 1975-76 and 1976-77 as an equalization target over and above the FSP level. A specific appropriations limit placed in this section of the bill, however, resulted in \$56 per pupil actually being the maximum. In 1977-78, the maximum equalization aid per pupil figure was \$210. By 1979-80, the maximum had been increased to \$275, and in 1980-81, it will be \$290.

In order to qualify for equalization aid, a district must (1) have taxable wealth equal to 110% of the state average or less and (2) raise the full amount of its local fund assignment. No district actually receives the maximum equalization allotment; to do so, its percentage of the state average wealth would have to be zero (that is, it would have zero wealth). For example, if 110% of the state average were \$100,000 per ADA and the maximum equalization allotment were \$200 per pupil, a district with a property wealth of \$50,000 per ADA would receive \$100 per ADA; a district with a property wealth of \$25,000 per pupil would receive \$150; and one with a property wealth of \$75,000 per ADA would receive \$50 per ADA equalization aid.

Equalization aid is limited to \$202 million in 1979-80 and \$215 million in 1980-81. If the amount required by the formula exceeds this limit, aid to the local districts will be reduced proportionately until the total amount equals the specified limit.

## Local Funding

In 1978-79, local school districts raised \$2 billion for public elementary and secondary education. Local districts have statutory authority to levy a maintenance tax for current operations to a limit of \$1.50 per \$100 of assessed value of property or \$1.40 per \$100 of market value as estimated for local fund assignment calculations, whichever is less. (The "whichever is less" condition resulted from Governor Briscoe's attempt in 1977 to limit local discretion over ad valorem tax levels by reducing the maximum that could be raised.) In addition, the local school district may levy a debt service tax to retire outstanding indebtedness incurred in providing school facilities. Finally, a relatively insignificant amount of revenue (in 1978-79 it was less than 1% of the total money raised) comes from sources such as fees to students, and rental of equipment and facilities.

**Equalization aid** is state money directed to the poorer school districts in inverse relationship to their local wealth, in an attempt to reduce spending disparities among districts. However, a look at existing disparities in per pupil spending reveals little progress in reducing these disparities. For the 1978-79 school year, TEA reported that the district with the highest expenditure spent \$6,600 per pupil in ADA, whereas the district with the lowest expenditure managed only \$817 per pupil in ADA.

Since school districts depend almost entirely upon the property tax for local revenue, the equitableness with which property taxes are collected from one district to the next and among classes of taxpayers within a given district is inextricably tied to taxpayer equity. Since 1975, several changes have been made in Texas toward reforming the property tax system to make it more equitable. Rather than examine that aspect of taxpayer equity or broaden the scope of this article to include which kind of tax would provide more equity, the discussion that follows will focus on the ways state money can be funneled to enable school districts with low property wealth to provide educational opportunities for their students comparable to those that wealthy districts can provide.

A sure way of meeting the "fiscal neutrality" test is **full state funding** of the public schools. In a system of full state funding, the state establishes a statewide expenditure level either per pupil (or weighted pupil) or for the basic education guaranteed by a foundation program. All expenditures for public schools are financed by statewide taxes (which can include property taxes). No local enrichment is allowed.

Full state funding guarantees equal expenditures across the state for pupils with similar identified educational needs. It is the most effective approach in eliminating gross expenditure differences among school districts. It also allows the state to shift the tax burden to a broader-based or more progressive tax.

Arguments against full state funding are that it eliminates local choice in determining educational expenditures, and it could result in higher taxes for the taxpayers in some school districts. Because local enrichment is prohibited, it could require some school districts to lower their expenditures.

Four states come close to having full state funding. Hawaii has only one school district, and all schools are operated by the state. New Mexico, Florida, and Minnesota have foundation-type plans with the property tax rate set by the state. In New Mexico one wealthy district elects to stay out of the foundation program. By doing so, the district forfeits only the state aid it would not have received anyway. Florida requires a minimum tax effort and then allows districts to enrich by approximately 25%. Most districts do enrich. In Minnesota, voters in a local district may choose to tax themselves at a higher level in order to enrich — few districts have chosen to do so.

Another approach to taxpayer equity is one in which the state and the local school district share the cost of public education. Under the **foundation school program** approach, the state establishes a minimum expenditure level (the foundation level) in every school district. The expenditure level can be defined in terms of per pupil expenditure, per weighted-pupil expenditure, or a combination of factors, such as Texas' foundation school program. The state usually establishes a minimum school tax rate that each school district must levy to participate in the foundation school program (Texas departs from the norm in this regard). If, at that minimum tax rate, the school district does not raise enough revenue to meet the foundation level of expenditure, the state makes up the difference. School districts are generally allowed to levy a tax rate above that required for the local foundation effort and to spend above the foundation level (local enrichment).

Among arguments in favor of the foundation school program approach is that it guarantees a minimum level of expenditure in every school district in the state. A foundation program with a

high foundation level can be effective in closing the gap between high- and low-expenditure school districts.

Opposing arguments are that a foundation program reduces local choice in determining educational expenditures and school tax rates. It may require some local districts to raise their school tax rates in order to participate in the program. If the program is designed so that school districts are not required to raise their share to participate, the equalizing effect may be diminished. In most foundation school approaches, local enrichment is not limited; in a state where wealth disparities are very great and no limit is set on local enrichment, this approach may do little to reduce disparities in per pupil expenditure among school districts.

A third approach is the **guaranteed tax base yield** approach, sometimes referred to as *power equalizing* or *percentage equalizing*. Under this approach, the state guarantees a certain level of expenditure for each unit of local tax effort exerted, regardless of the wealth of the school district. Local districts are allowed to choose their school tax rate, which, in turn, determines the expenditure per pupil guaranteed that district. If the district, by applying the chosen tax rate, is unable to raise enough revenue to provide the guaranteed expenditure, the state makes up the difference.

For example, if the school districts were guaranteed a \$30 increase in per pupil expenditure for every 1¢ increase in the tax rate, and if a certain poor district could raise only \$17 per pupil by imposing a 1¢ increase, the state would make up the \$13 difference, so that the district could spend \$30 more per pupil.

A guaranteed tax base yield approach focuses on the ability of a district to support its educational program; its emphasis is somewhat more on taxpayer equity than on student equity. For property-poor school districts, this approach ensures equal expenditures for a given tax rate. It maximizes local choice in determining expenditure and tax rates.

The disadvantages are that this method is less effective than either full state funding or a foundation program in closing the gap between high- and low-expenditure districts, and it does not require a minimum financial commitment to education from every school district.

Another approach to taxpayer equity that has been proposed is that of **educational vouchers**. Under such a system, parents would be given a voucher that they could present to any accredited (public or private) school in which they wished to enroll their child. The school would return the voucher to the state and receive a certain amount of cash based on some predetermined formula.

The reaction of most public educators to the voucher system has been negative. They foresee adverse effects on staffing, budgeting, and long-range planning for education under this system. Other concerns have been raised regarding the separation of church and state, the promotion of white flight, and the effect on equal educational opportunity (particularly if parents are allowed to supplement the amount of the voucher).

Taxpayer equity may require *cost equalization*, that is, that the state provide funds to balance differences among school districts in the cost of providing educational services of similar quality. These cost differences can be divided into two categories: (1) differences in the amount and cost per unit of supplies and services that must be purchased by the school district, and (2) differences in the amount the district must pay to attract and retain employees of comparable quality.

Factors causing differences in the costs of supplies and services include: pupil transportation needs in sparsely settled areas or for desegregation; vandalism in inner city or ghetto schools; variation in heating and cooling needs and costs; and the small number of students in sparsely settled rural districts, which inflates the cost of providing comparable education. In



equality of education is to be achieved, the varying needs of children must be taken into consideration in allocation of state funds. No state now uses the flat grant approach exclusively, although it was the norm before states began adopting foundation school programs. In many states, including Texas, the foundation program was added to the flat grant allocation rather than replacing it.

A plan designed to distribute different amounts of money to meet different educational needs must make clear which needs are to be taken into account. Some educators argue, for example, that family poverty is a factor which requires compensatory action. If differing amounts are to be allocated for poverty and nonpoverty students, a measure of what constitutes poverty must be determined — e.g., family income or per capita resources. The more differences in educational need that are identified and translated into cost and used to determine allocations, the more sensitive the measure of need is said to be. The more sensitive the measure of need, the more equitable the system, according to this definition of student equity. A balance must be struck between the sensitivity of the measure of need and the costs of testing and classifying according to needs, determining the cost differentials, and administering such a system. Once needs have been identified, they must be translated systematically and uniformly into estimates of the financial resources necessary to meet them.

One method of allocating state funds on the basis of educational need of certain students is **flat grants for special programs**, sometimes termed *categorical aid*. The state funds special programs through a flat grant of a specified number of dollars per pupil in the program. The grant is usually restricted to use in the special program designed to serve that category of students. Texas' funding of bilingual education is an example of such an approach. Funding of compensatory education in Texas, although termed categorical aid, does not fit the same pattern: the allocation to a district is based on the number of children in the free and reduced-price lunch program in the 1978-79 school year, not the number of students in need of compensatory education services. The number of dollars allocated per pupil usually bears little relationship to the cost of providing such a special program, although it is safe to say that the amount is generally inadequate.

Another allocation model, the **excess cost** approach, provides grants to districts to cover the additional cost of educating special students. Because districts are reimbursed only for the actual extra cost of the programs provided, a major advantage of this approach is that there is no disbursement to a district if no program is provided. Another advantage is that variances in the cost of providing the same program in different districts are automatically compensated for, since the amount granted is tailored to each district's expenditure pattern. A disadvantage is that the reimbursement comes after the costs have been incurred; consequently poor districts may be put in a financial bind. Approximately 24 states have excess cost grants for instructional programs.

In theory, the excess cost approach would reimburse districts for all the costs of the special program over and above the costs of the regular program — in whatever manner that is defined. In practice, legislators would, no doubt, be reluctant to appropriate open-ended amounts for reimbursement. Most would put a cap or limit on the state monies that could be spent in any year to reimburse local districts for excess cost. Thus the districts generally would recover only part of their extra expenditure on special programs. Federal funding for special education (PL 94-142) is an example of a modified excess cost approach at the federal level.

Weighted approaches to student equity facilitate establishment of more sensitive measures of need and allocation of financial resources to meet the different costs of satisfying those

educational needs. Weighted approaches differ primarily in which variable — pupils, programs, or personnel — is assigned weights.

The **weighted-pupil** approach groups students by educational characteristics (i.e., need) and assigns weights to students on the basis of the relationship between the cost of the programs they need and the cost of regular education, indexed at 1.00. For example, if it is determined that the cost of educating student A is twice as great as educating a student in the regular program, student A would receive a weight of 2.00. This approach requires diagnosis of identifiable educational needs and determination of the costs of meeting those needs.

Supporters of this approach say that it places the emphasis where it should be — on the individual student. Those who oppose the weighted-pupil approach argue that it results in the labeling of pupils and in their being classified into rigid and artificial categories.

The **weighted-program** approach focuses on the program costs. Weights are assigned to different educational programs based on the cost to provide them.

The Governor's Office of Educational Research and Planning recommended a weighted-program approach to the legislature in 1975, though it was referred to as a weighted-pupil approach. The table accompanying this recommendation listed five different weights for regular education programs, ranging from 1.00 for students in grades 4-6 to 1.20 for kindergarten programs. On the basis of these weights, for every \$100 allocated per student in grade 4, \$120 would be allocated for each student in kindergarten, for example. Weights assigned to vocational education programs ranged from a low of 1.50 for health education to a high of 2.63 for agriculture. In special education, weights ranged from 2.20 for the educable mentally retarded to 4.86 for the orthopedically handicapped.

Although this approach was not adopted, the legislature did adopt a modified **weighted-personnel** approach for children in regular education. (See Table 1.) A weighted-personnel approach, after grouping pupils in a district by program, converts the number of pupils in each program through a formula into personnel units allocated to the district. In 1977, the legislature adopted a special education personnel unit system consistent with the regular program — weighted-personnel system adopted in 1975.

According to Raymon Bynum, deputy commissioner of TEA, the weighted-personnel approach was more compatible with the old teacher salary schedule (since changed to a salary index) that Texas had than a weighted-pupil approach would have been. Other experts say that the weighted-pupil or weighted-program approach could easily be tied to the salary index. The legislature would merely be required to establish a ratio between a weight of 1.00 in the weighted pupil or program table and the index value of 1.00 in the salary index.

## Taxpayer Equity

Taxpayer equity hinges on the equitable distribution of the tax burden among the taxpayers and on an equal opportunity for taxpayers in different districts to raise and spend an equal amount per pupil for an equal unit of tax effort.

Court decisions in *Serrano v. Priest* in California and in the *Rodriguez* case in Texas at the district court level (overturned by the U.S. Supreme Court) have said that school finance systems must attain "fiscal neutrality." That is, the amount of money spent per pupil in a given school district must be dependent upon the wealth of the state as a whole rather than on the wealth of that individual district.

Texas addressed this issue by including "equalization aid" in the school finance plan adopted by the 64th Legislature in 1975.

Of the \$1.6 billion raised by local districts through the maintenance tax in 1978-79, approximately 22% (\$357 million) went to meeting their local fund assignment; roughly 78% (\$1.2 billion) was used to provide program enrichment over and above the FSP level. The amount raised by the debt service tax in 1978-79 was \$362 million.

**Local fund assignment.** The local fund assignment (LFA) is the local district's share of the foundation school program. The state assigns each local district a share of the FSP cost based on a state estimate of the district's tax base. The rationale behind the sharing concept is that districts with high property values are better able to finance local schools and, therefore, should pay a greater percentage of the total cost of the FSP than relatively poor districts. The TEA estimates the state-local FSP sharing ratio for the 1979-80 school year to be approximately 89% state to 11% local.

The legislature in 1979 set a district's 1979-80 LFA at either a 15¢ per \$100 rate applied to the estimated full market value of property in the district, or a 17.5¢ per \$100 rate applied to the index value of property in the district, whichever would cause the LFA to be less. "Market value" for LFA purposes is defined as: the 1979 School Tax Assessment Practices Board's market value estimate minus the value of property exempted from taxation as a result of Texas voter approval of the Tax Relief Amendment in 1978 (intangible personal property, personal property, motor vehicles, homestead).

Rural interests won legislative approval of an index value that could be used for the LFA calculation in place of the market value defined above. The index value of the property in a district is calculated by substituting the productivity value of "open space land used for agriculture" for the market value of such property, thereby reducing the property wealth value of the district.

For the school year 1980-81, the LFA will be determined by multiplying the index value of the property in a district by a 16¢ per \$100 rate. This is tantamount to a 1¢ increase in the tax rate for urban districts with little open space land and a 1.5¢ decrease in the rate for districts with substantial amounts of open space land.

**Local enrichment.** Any money that a district is able to raise above its local fund assignment may be used to enrich or supplement the educational program. Most commonly, local enrichment is used to lower the pupil/teacher ratio by employing additional personnel, to pay higher salaries, and to purchase supplemental materials and equipment to aid classroom instruction.

The following example illustrates enrichment. Two hypothetical districts, A and B, have 1,000 ADA and equal FSP levels. District A has a taxable wealth of \$50 million, and District B has a taxable wealth of \$400 million. If both districts have a tax rate of \$1.00 per \$100 valuation, District A would raise \$500,000, while District B would raise \$4,000,000. With the same tax effort, District A has raised only \$500 per ADA, but District B has raised \$4,000 per ADA. Obviously District B would have more money available for enrichment above the FSP level, even though its LFA would be greater.

Not every district with a high-wealth property tax base uses it to provide substantial enrichment. However, as Table 3 indicates, even average-wealth districts find it necessary to spend more than the FSP provides, and high-wealth districts are able to and generally do spend considerably more.

Equalization aid was established for the purpose of partially offsetting the disparities in enrichment ability, but it cannot significantly close the gap even at the 1980-81 level of \$290 per ADA. All but the poorest districts are able to enrich at substantially higher levels.

Table 3  
LOCAL ENRICHMENT IN RELATION  
TO TAX BASE, 1978-79

Market Value per ADA	Enrichment per ADA
Under \$70,000	\$ 215
\$ 70,000 - \$114,999	416
\$115,000 - \$149,999	639
\$150,000 - \$199,999	602
\$200,000 - \$299,999	789
\$300,000 - \$499,999	1,069
Over \$500,000	1,601

Source: Bench Marks for 1979-80 School District Budgets in Texas (Texas Research League, 1979), p. 10.

**Facilities funding.** Although approximately 40 states have acted to assist in financing local school facilities, Texas has not done so. The funding of school construction in Texas is entirely the responsibility of the local school districts, which have been authorized to levy a debt service tax for the purpose of retiring indebtedness incurred, with voter approval, in providing school facilities. In the year 1978-79, 17% of the revenue raised by local districts, or approximately \$362 million, came from the debt service tax. There is no limit on the debt service tax rate unless it is self-imposed by the local district; however, the state has declared that a district's total debt cannot exceed 10% of the assessed value of the district's taxable property.

The inequalities discussed earlier concerning local enrichment also apply to the financing of facilities. Districts with high property wealth per pupil can levy a lower debt service tax than districts with low property wealth per pupil and have comparable, if not better, facilities. Suburban school districts experiencing rapid growth are especially affected by the burden of financing facilities and, typically, they are not blessed with heavy industry or rich mineral deposits to tax.

State participation in the funding of facilities varies from full state funding in Florida and Maryland to a percentage equalizing system in New York and Illinois in which a district decides what it wants to build and how much it wants to spend, and the state shares in the cost, proportionately more state funds going to poorer districts. Some states provide a flat grant per student whether it is needed that year or not, districts banking the money until they do need it. Other states simply provide loans from a state fund based on proven need. Because construction costs account for a smaller portion of the school budget than operating costs, there have been fewer attempts to equalize the financing of facilities, and so it is a fertile field for reform.

## Federal Funding

The primary intent of Congress with regard to federal aid for public education has been to provide supplemental support to state and local programs for students who are poor, educationally disadvantaged, bilingual, or handicapped — to meet those educational needs which states have been unable or unwilling to do.

Most federal aid to public education is targeted to meet the needs of a specified pupil population and comes through the state to the local district in the form of categorical aid. Very few funds go directly to the local district. In Texas most federal money is channeled through the TEA, which administers the programs in compliance with federal guidelines. For 1978-79, according to TEA estimates, the total amount of federal funding was \$533 million, and for 1979-80, \$583 million. Federal funding in 1978-79 included programs for the educationally disadvan-



tagged (\$174 million); migrants (\$54 million); the handicapped (\$56 million); and the poor (free and reduced-price lunch, breakfast, milk — \$200 million).

One type of federal aid that is not a form of categorical aid is impact aid — money given by the U.S. government to local school districts in lieu of the property taxes the districts cannot collect because of the tax-exempt status of federal property. Major military bases and federal housing developments in a school district have a great impact on the district's pupil population but cannot be taxed to finance the schools required. In 1979-80, \$32 million in impact aid will go directly to the local school districts in Texas (not through the TEA) in the form of general grants that can be used for any legal purpose.

In allocating funds, the federal government does not consider the wealth of the local district; a district's ability to produce local ad valorem tax revenue is not a determinant in its receiving federal funds. As a result, wealthy districts that could easily afford to provide programs from local revenues for the educationally disadvantaged or other categories of students with special needs often receive federal funds, a situation that further compounds equalization problems.

## Summary of Recent School Finance Legislation

The decade of the 70s was a period of intense legislative activity for school finance reform in Texas. This concluding section examines some of the changes that have taken place in the school finance system and some of the political forces at work during this period.

The 1973 legislative session accomplished little in school finance reform as it awaited the U.S. Supreme Court decision on the appeal of the Rodriguez decision. However, the stage was set for future change: study committees were named by the legislature, Governor Briscoe established the Governor's Office of Educational Research and Planning, and groups such as the Texas Advisory Committee on Intergovernmental Relations and the U.S. Commission on Civil Rights, as well as professional educator groups and citizen groups, dusted off or updated studies and recommendations. When the Supreme Court overturned the Rodriguez decision by a 5-4 vote in March 1973, some feared it would halt or at least slow movement toward school finance reform. That proved not to be the case, however; the momentum gained during the 1973 legislative session continued into the 1975 session.

The school finance bill (HB 1126) passed during that 1975 session significantly altered the school finance system. It (1) dropped the old economic index as the measure of the wealth of a district and made the market values of property in each district as estimated by Management Services Associates the basis for calculating each district's LFA; (2) set the LFA at a value obtained by multiplying each district's estimated property wealth by a tax rate of 30¢ per \$100 for 1975-76 and 35¢ for each year thereafter — significantly raising the local fund assignment and thus decreasing the amount of local enrichment a district could provide without a tax increase; (3) provided for equalization aid up to \$70 per pupil in school districts with a local property wealth per pupil less than 125% of the statewide average (the practical effect, in terms of dollars received, was not great because of a \$50 million cap put on equalization aid, but the concept was established); and (4) adopted a weighted-personnel system in place of the classroom teacher unit (CTU) formulas used to that time.

In 1977, a billion-dollar increase in school funding over the biennium was committed by the 65th Legislature. Legislation enacted (1) cut the local district's share of the FSP cost almost in half; (2) specified that the newly created Governor's Office of Education Resources' estimates of local district market values or agricultural values, whichever produced the lower local district share, were to be used in figuring each district's LFA in the biennium; (3) created the School Tax Assessment Practices Board to, among other things, produce the property value estimates needed for determining the local fund assignment in future years; (4) adopted a salary index matrix approach in place of the old dollars per month salary schedule; (5) adopted a special education personnel unit system consistent with the regular program-weighted personnel system of HB 1126 (1975); and (6) increased equalization aid to \$210 per ADA in school districts with a local property wealth per pupil less than 110% of the statewide average.

Approximately a third of the billion-dollar increase was used to raise teacher salaries, one third went toward adjustments for inflation in the other components of the foundation school program, and the remaining third was used to reduce the local district's share of the FSP cost (to allow local districts to grant tax relief, though few chose to do so). The total result addressed adequacy of funding, but did little or nothing about improving equity of distribution. Whether a school district was high tax effort or low tax effort, rich or poor, all but a few received approximately the same increase in state aid per ADA.

In 1979, the 66th Legislature in SB 350 (1) increased equalization aid from a maximum of \$210 per ADA to \$290 per ADA in 1980-81, (2) increased state compensatory education funding from \$25 per student eligible for ESEA Title I aid to \$44 per free-lunch-program participant, (3) adopted a new density-based transportation formula, (4) prevented the local district's share of the FSP cost from increasing as a result of property appreciation, and (5) used the School Tax Assessment Practices Board's estimates of property value to establish the local district's share of the FSP cost, and (6) added support for fast-growing school districts.

The 66th Legislature probably had a greater long-range impact on public school financing by enacting HB 1060 and SB 621, which respectively redefined the ad valorem tax base and recodified and substantially changed property tax law, than it did by enacting SB 350. The \$1.146 billion increase in biennial spending authorized by the legislature in the area of public school finance failed to offset the tax relief granted in HB 1060 and the erosion of purchasing power resulting from inflation.

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Interviews with Ron Knight, Director of Information Analysis, TEA, January 1980; Raymon Bynum, Deputy Commissioner of Education, TEA, January 1980; and Mike Novak, Director of Personnel Accounting, HISD Business Office, March 6, 1980.

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Edited by Mary Sieber

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April 1980

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## League of Women Voters of Texas Education Fund Facts & Issues



# Financing Public Schools

Quality education is a concern of people on local, state and national levels. Recent events — in particular, court challenges, declining enrollments, the call for public accountability, and a tight economy — have made school finance a major educational issue. Each year billions of dollars are spent by state and local governments across the country on education. Yet the decisions concerning the raising of revenues and the distribution of tax dollars for education have been restricted to those few individuals who were familiar with the jargon and the complex formulas generally employed in school finance discussions. It is essential that the public become aware of the choices to be made and that are being made in designing state school finance systems to provide children with an equal opportunity for a quality education.

With our highly mobile society, education practices all over the country have impact on local school districts, as families move from city to city and state to state. According to U.S. census figures, 51% of the population growth in Texas for the years 1973-76 was a result of people moving from out of state into Texas. Though education is a national concern, the governance of education has traditionally been assumed by state and local entities.

This responsibility is not a small one. In 1978-79, approximately 30% of the state's budget was spent on public elementary and secondary education. For the school year 1978-79, approximately \$5 billion from federal, state and local sources was spent to educate 3 million enrolled students. According to Texas Education Agency (TEA) estimates, this results in an approximate current operating expenditure per pupil in average daily attendance (ADA) of \$1,486 (excluding money spent on facilities).

## Basic Issues and Approaches

According to the State Board of Education, its underlying philosophy is "to develop and educate each student according to his or her potential . . ." How is that philosophy and the mandate given in the Texas Constitution implemented and translated into a statewide system of school finance? What types of student needs will be identified and served? What services will be provided? Who will pay the bill and how will the cost be distributed? These questions indicate the magnitude of the public policy issues that must be addressed in developing a public school finance system.

Discussion regarding those issues can be grouped broadly under two headings: student equity and taxpayer equity. Student equity and taxpayer equity are different concerns and on many occasions have been addressed independently. That is, a school finance system could move in the direction of student

equity without necessarily addressing the question of taxpayer equity, though that is not usually the case. School finance reformers are likely to be more concerned about student equity, whereas taxpayer groups tend to focus on taxpayer equity.

### Student Equity

Student equity relates to the distribution side of the school finance system. It describes how fairly, from the standpoint of meeting students' educational needs, available financial resources are spread across the school districts. One definition of student equity assumes that all students have similar needs when translated into dollars and that therefore resources should be allocated equally to all students. Another states that different students have different educational needs, and that to achieve student equity, financial resources must be allocated on the basis of the different costs of meeting those needs.

Regardless of which definition is used, it is necessary to determine how many students must be served in each district. Counting the number of students for purposes of allocation of funds can be done by averaging attendance figures over the year to get the number of students in *average daily attendance* (ADA) or by averaging the number of students enrolled in the district over the year, the *average daily membership* (ADM). Measuring by ADA assumes that districts with higher levels of attendance should be rewarded and those with lower levels should be punished. The ADM measure assumes that whether or not the student is in attendance on any given day, the costs of district operation — professional salaries, custodial service, utilities, etc. — remain the same and the allocation of resources should recognize that. School districts plan and budget for peak enrollment, the argument goes, and state funding should flow on that basis.

In some districts, particularly the larger ones, the difference in state monies received can be quite significant depending on whether ADA or ADM is used as the measure of the number of students. For example, Houston ISD estimates that if ADM had been used instead of ADA for the 1979-80 school year, it would have received an additional \$10 million, provided that the formulas and dollar amounts in the school finance bill remained the same. If dollar amounts were adjusted to keep the state's total expenditure on public schools from increasing, HISD estimates it would still have gained almost \$2 million, because its percentage of statewide ADM is greater than its percentage of statewide ADA.

The simplest approach to student equity is the **flat grant** approach. Under this type of system, the state allocates money to school districts in direct proportion to the number of students in the district, measured either by ADA or ADM. The flat grant approach is easily understood by legislators and citizens alike. It is simply administered, does not require extensive and costly testing and placement of students, and leaves development of local educational programs firmly in the hands of the local administration. This approach does not recognize or accept that if



tagged (\$174 million); migrants (\$54 million); the handicapped (\$56 million); and the poor (free and reduced-price lunch, breakfast, milk — \$200 million).

One type of federal aid that is not a form of categorical aid is impact aid — money given by the U.S. government to local school districts in lieu of the property taxes the districts cannot collect because of the tax-exempt status of federal property. Major military bases and federal housing developments in a school district have a great impact on the district's pupil population but cannot be taxed to finance the schools required. In 1979-80, \$32 million in impact aid will go directly to the local school districts in Texas (not through the TEA) in the form of general grants that can be used for any legal purpose.

In allocating funds, the federal government does not consider the wealth of the local district; a district's ability to produce local ad valorem tax revenue is not a determinant in its receiving federal funds. As a result, wealthy districts that could easily afford to provide programs from local revenues for the educationally disadvantaged or other categories of students with special needs often receive federal funds, a situation that further compounds equalization problems.

## Summary of Recent School Finance Legislation

The decade of the 70s was a period of intense legislative activity for school finance reform in Texas. This concluding section examines some of the changes that have taken place in the school finance system and some of the political forces at work during this period.

The 1973 legislative session accomplished little in school finance reform as it awaited the U.S. Supreme Court decision on the appeal of the Rodriguez decision. However, the stage was set for future change: study committees were named by the legislature, Governor Briscoe established the Governor's Office of Educational Research and Planning, and groups such as the Texas Advisory Committee on Intergovernmental Relations and the U.S. Commission on Civil Rights, as well as professional educator groups and citizen groups, dusted off or updated studies and recommendations. When the Supreme Court overturned the Rodriguez decision by a 5-4 vote in March 1973, some feared it would halt or at least slow movement toward school finance reform. That proved not to be the case, however; the momentum gained during the 1973 legislative session continued into the 1975 session.

The school finance bill (HB 1126) passed during that 1975 session significantly altered the school finance system. It (1) dropped the old economic index as the measure of the wealth of a district and made the market values of property in each district as estimated by Management Services Associates the basis for calculating each district's LFA; (2) set the LFA at a value obtained by multiplying each district's estimated property wealth by a tax rate of 30¢ per \$100 for 1975-76 and 35¢ for each year thereafter — significantly raising the local fund assignment and thus decreasing the amount of local enrichment a district could provide without a tax increase; (3) provided for equalization aid up to \$70 per pupil in school districts with a local property wealth per pupil less than 125% of the statewide average (the practical effect, in terms of dollars received, was not great because of a \$50 million cap put on equalization aid, but the concept was established); and (4) adopted a weighted-personnel system in place of the classroom teacher unit (CTU) formulas used to that time.

In 1977, a billion-dollar increase in school funding over the biennium was committed by the 65th Legislature. Legislation enacted (1) cut the local district's share of the FSP cost almost in half; (2) specified that the newly created Governor's Office of Education Resources' estimates of local district market values or agricultural values, whichever produced the lower local district share, were to be used in figuring each district's LFA in the biennium; (3) created the School Tax Assessment Practices Board to, among other things, produce the property value estimates needed for determining the local fund assignment in future years; (4) adopted a salary index matrix approach in place of the old dollars per month salary schedule; (5) adopted a special education personnel unit system consistent with the regular program-weighted-personnel system of HB 1126 (1975); and (6) increased equalization aid to \$210 per ADA in school districts with a local property wealth per pupil less than 110% of the statewide average.

Approximately a third of the billion-dollar increase was used to raise teacher salaries, one third went toward adjustments for inflation in the other components of the foundation school program, and the remaining third was used to reduce the local district's share of the FSP cost (to allow local districts to grant tax relief, though few chose to do so). The total result addressed adequacy of funding, but did little or nothing about improving equity of distribution. Whether a school district was high tax effort or low tax effort, rich or poor, all but a few received approximately the same increase in state aid per ADA.

In 1979, the 66th Legislature in SB 350 (1) increased equalization aid from a maximum of \$210 per ADA to \$290 per ADA in 1980-81, (2) increased state compensatory education funding from \$25 per student eligible for ESEA Title I aid to \$44 per free-lunch-program participant, (3) adopted a new density-based transportation formula, (4) prevented the local district's share of the FSP cost from increasing as a result of property appreciation, and (5) used the School Tax Assessment Practices Board's estimates of property value to establish the local district's share of the FSP cost, and (6) added support for fast-growing school districts.

The 66th Legislature probably had a greater long-range impact on public school financing by enacting HB 1060 and SB 621, which respectively redefined the ad valorem tax base and recodified and substantially changed property tax law, than it did by enacting SB 350. The \$1.146 billion increase in biennial spending authorized by the legislature in the area of public school finance failed to offset the tax relief granted in HB 1060 and the erosion of purchasing power resulting from inflation.

### Sources

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**League of Women Voters  
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**PRESIDENT'S  
COUNSELOR**

**Come  
Right In**

**MAIL**



**LWV-Texas  
1212 Guadalupe #109  
Austin, Texas 78701**



PRESIDENT'S COUNSELOR  
April, 1980

LEAGUE OF WOMEN VOTERS OF TEXAS  
1212 Guadalupe, #109  
Austin, Texas 78701  
(512) 472-1100

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"WHO ME? A LOCAL LEAGUE PRESIDENT?"

When the nominating committee chose you for president, it was because they were looking for a very special kind of person. A League president does not need to be all things to all people; no one person can be. League presidents come in all sizes, shapes, and varieties. They differ greatly in leadership experience, in enthusiasm for the job ahead, in physical stamina, in extent of family responsibilities and cooperation from family, in interests, and in natural ability.

When you become a local League president, you don't suddenly change into a new wonder-person with the solution to all problems. What does happen is that you are faced not only with new responsibilities with which you will learn to cope, but also with a group of League members with ability and desire to help you. Sometimes the hardest thing for a new president to learn is that "leaning" on others is not an admission of weakness, but a recognition of the most effective way to achieve results. League board members gladly share their talents. A limitation of one board member can be supplemented by the strength of another, who in turn will need help from someone else in another area.

While this publication deals primarily with how to organize and manage the administrative duties of the president, the greatest emphasis in your own mind should be that the member is more important than the administration.

Some of the roles of a local League president are:

- 1) The official voice of the League. Official statements to the public are not always written or spoken in person by the president, but they are always made with the knowledge and approval of the president. The president and at least one other board member should approve a statement or letter before it is presented. A League president should avoid speaking "off the cuff" in situations that can result in a quick opinion being reported as an official League opinion. In order to safeguard the reputation of the League, it is better to say you have no statement at present than to respond to a spur-of-the-moment question and later regret it. It would be wise to write down and keep near the telephone a statement such as, "This is a matter I will need to take up with the board. I will be glad to confer with the board and let you know the decision in a day or two." If it is a radio station wanting to record the League's opinion, ask if you can call back in a few minutes so you can organize your thoughts and information.
- 2) The one who sets the tone for the board and the membership as a whole. It is obviously helpful to be calm, cheerful, optimistic, objective, positive, diplomatic, and to have a sense of humor. But, practically, a League president is also human and therefore has failings; these are seldom fatal to the individual, to the board, or to the League. Even mistakes that seem devastating at the time will be lived through and lived down, especially if you use them as a learning process rather than treating them as unforgivable sins.
- 3) The coordinator; the chosen leader of a team. A president presides at meetings, but does not make decisions; that is the board's responsibility. The president does not vote except in the case of a tie. Keep the team aspect in mind; each member has a part to play, no one more important than another; each brings a different set of talents; each fills a certain need. As president, think always in terms of the board, the secretary, etc., never in terms of my board, my secretary.



4) A good listener. A president often acts as counselor, arbitrator, confidant. Listening to board members' concerns is the first step in resolving conflicts. It can help relieve tensions and discourage withdrawal or hurt feelings. Never betray a confidence.

5) An enthusiastic rooter. Don't forget the pat on the back for a job well done, the thanks for time and effort spent. Be quick to share successes and praise. Help save face for someone who falls short. Everyone functions better when appreciation, recognition, and help is freely forthcoming.

6) A developer of leadership. A president who seeks the right role for each person or the right person for each role, who delegates and shares responsibilities, will be developing leadership qualities in others. This helps to insure a smoothly-running League in future years. Take the time to seek the right leadership rather than taking on the job yourself. Encourage League leaders to involve new members in important work. Always work through the vice presidents.

7) A distribution center. Each local League president (or office, if there is one) receives League communications from the national office, the state office, and from other local and state Leagues. The president should be familiar with the types of mail being received - board reports, bulletins, Action Alerts, memoranda, and other notices. All should be scanned by the president; some need to be read carefully. Each must be forwarded quickly to the person who can make best use of it.

8) A telephone center. One of the initial surprises you will receive is the sudden increase in time spent on the telephone. It may be desirable to make a schedule of hours that are inconvenient for you to receive calls, so that board members will avoid these times when possible. Some local Leagues have a recording device to take calls when you can't answer the phone. Whatever the case, you will be talking - endlessly, it seems - to members, reporters, public officials, leaders of other organizations.

Some of the roles of a local League president might be totally foreign to your nature and can be better performed by someone else. Other roles you will learn, and they will give you a great sense of satisfaction and personal achievement. Becoming a League president should not mean giving up your existing interests, but certainly should expand your horizons.

At the end of your term, take a good look at yourself. You may be amazed at the extent of your growth in poise, tact, tolerance, patience, and diplomacy. This is part of the reward for being a local League president.



LEAGUE TOOLS YOU NEED

The basic League tools should be in a notebook which you can easily bring to each board meeting. A similar notebook for every board member would be very helpful.

Your Own Local League

Bylaws	Committee lists
Budget	Local program list
Membership list	Calendar for the year
Board list	Publications catalog, if any
Policy sheets	Unit officer list, if applicable
(non-partisan and board)	

In addition, you need a historical file for the year and the most recent copies of the following:

Budget analysis or treasurer's report  
Finance report  
Board minutes  
Local VOTER

LWV-Texas

<i>League Directory</i> , current issue	<i>President's Counselor</i>
<i>State Board Reports</i>	<i>Texas VOTERS</i>
<i>LWV-Texas Policy Guide</i>	<i>We Support</i> , current issue
Budget analyses (LWV-T & LWV-TEF)	Texas Education Fund handbook
Recent memoranda	Publication catalog, current issue

LWV-United States

*Impact On Issues* (#386)  
*In League - Guidelines for League Boards* (#275)  
LWVUS Bylaws (#381)  
National board list  
National budgets (LWVUS & LWVEF)  
*Post-Board Summary*  
*National VOTER*  
Publication catalogs  
Current Action Alerts  
*Report From the Hill*, current issue  
Recent memoranda



MORE TOOLS OF THE TRADE

Budget

*The Art of Budget Building.* (LWVUS #268)  
*Budget Planning.* (Ethel Sturgis, LWV-Texas, 10/15/76)

Development & Finance

*Dollars & Sense - The Art of Raising Money.* (LWVUS #494)  
*12 Steps to a Superbly Successful Finance Campaign.* (LWV-Texas, 1979)

Legislative Action

*Action.* (LWVUS #161)  
*Taking Action: Guidelines for Local Leagues.* (LWV-Texas, 1979)  
*Lobby Do's - Lobby Don'ts.* (LWV-Texas)

Membership

*Membership Chairperson's Handbook.* (LWV-Texas, 1977)  
*Membership Management.* (LWVUS, #495)  
*Meaningful Meetings.* (LWVUS #319)

Communications

*Projecting Your Image: How to Produce a Slide Show.* (LWVUS #296)  
*Speaking Out: Setting Up A Speakers Bureau.* (LWVUS #299)  
*Reaching the Public.* (LWVUS #491)  
*Breaking Into Broadcasting.* (LWVUS #586)  
*Getting Into Print.* (LWVUS #484)

Program

*Action.* (LWVUS #161)  
*Impact on Issues.* (LWVUS #386)  
*We Support, current issue.* (LWV-Texas)  
*Historical Perspective, current issue.* (LWV-Texas)  
*Choosing & Developing Local League Program.* (LWV-Texas, 1977)  
*State Program Index.* (LWVUS #162)  
*Program Tools & Techniques: Public Forums vs. General Meetings.* (LWV-Tx, 8/78)  
*Program Strategies & Options: State Program Planning.* (LWV-Texas, 10/78)  
*Planning Program: From Choice Through Action.* (LWVUS #410)  
*Procedure for Program Committees.* (LWV-Texas, 1979)  
*How to Plan a Discussion Outline.* (LWV-Texas, 1979)

Secretary

*Recipe for a Successful Secretary.* (LWV-Texas, 1978)

Treasurer

*Ledger-De-Main for Local League Treasurers.* (LWVUS #248)  
*Sales & Use Tax Regulations.* (LWV-Texas, 1978)  
*Local League Sales & Use Tax Quarterly Report Form.* (LWV-Texas, issued yearly)  
*Texas Education Fund Handbook, current issue plus forms* (LWV-TEF)  
*Handbook for Treasurers, scheduled for late '80 or early '81* (LWV-Texas)

Voter Editor

*Voter Editor's Kit.* (LWV-Texas, 1977)  
*Sample Layouts.* (LWV-Texas, 1978)

Voters Service/Citizen Information

*Making a Difference: Handbook for VS/CI.* (LWVUS #330)  
*How to Conduct an Election School.* (LWV-Texas, 1980)  
*Preparation of Voters Guides: A Brief Guide to Voters Guides.* (LWV-Tx, 1980)  
*Copyright Law.* (LWV-Texas, 1980)



GETTING STARTED

If you are not serving on the board at the time you accept the nomination to become president, you will find it very helpful to attend as many meetings as possible of the old board. In this way you can begin to identify strengths and weaknesses of the method of operation and of individuals who may be continuing on the new board.

A. Your local League bylaws and policy sheet. Study them carefully. They are the official rules by which you must function. Be sure that you are familiar with the following points:

- 1) When do newly-elected directors and officers take office? Sometimes this is at the close of the annual meeting and sometimes at a specified date. Be sure also that both the retiring and newly-elected directors are clear on this point.
- 2) How many board members can be appointed in addition to those elected? The bylaws state the maximum, not the required number, thus providing a great deal of flexibility.
- 3) What are the provisions for a nominating committee? Usually two board members must be appointed immediately in addition to the chairman and two elected at the annual meeting.
- 4) What are the provisions for a budget committee? *The Art of Budget Building* suggests that a budget committee should meet in early fall for good planning and to stimulate innovative ideas.
- 5) Note the dates when specific functions or procedures are required:
  - Annual meeting
  - Calls to convention or council
  - Board-recommended program to reach members
  - Deadline for receiving program suggestions
  - Board-recommended bylaw changes
  - Proposed budget

These are the dates around which your calendar for the year must be planned.

B. Your local League budget. Read it and ask the treasurer or the budget chairman to explain what you do not understand. Be sure that your League has obtained an Employee's Identification Number (IRS Taxpayer's Identification Number). Every League must have one in order to preserve the tax-deductible status of the League.

C. Local Program. Consult with the program vice president, the past president, and others to become familiar with current program and imminent activity.

D. In League - Guidelines for League Boards. This is the greatest accumulation of League wisdom you will find anywhere. Read it, refer to it, lean on it. If possible, make a copy available to each board member.

E. LWV-Texas Directory. An updated version will be published about the middle of the summer, but be sure you are aware immediately of the wealth of information it contains. This includes:

- 1) Names, addresses, and telephone numbers of:
  - State board members and TEF trustees. Note which ones live nearest to you. Why not invite them to a meeting?
  - State committee chairmen
  - All local Leagues, state units, and members-at-large in Texas
  - Field Service Representatives



2) Local Leagues identified by governmental regions:

Congressional district

State Senatorial district

State Representative district

County

River basin

Council of government

3) LWV-Texas Bylaws

4) Adopted state program

5) Tips for planning your local League calendar with a list of deadlines and suggestions for scheduling.

6) LWV-Texas & TEF budgets adopted for the current fiscal year and local League PMPs. These indicate the sources of revenue for the state League and plans for spending it.

7) Checklist for local board members. This gives information and requirements for communications to and from state and national Leagues.

F. State Board Contacts. The organization vice president is the state board member directly responsible for organizational questions in local Leagues. Changes in local League operations, such as a name change or a change in jurisdiction, must be cleared with the organization VP before final action at your annual meeting. Each local League is assigned a Field Service Representative (FSR) who is the one to whom you can turn for help, suggestions, a sympathetic ear, and through whom you can communicate with the state board. At times you may want to contact state board members about specific portfolio questions or for reasons of convenience, but the FSR is the person directly assigned to your League.

G. Organizing the Local League Board. It is neither necessary nor customary to wait until after the annual meeting election to begin planning for the new year. It is necessary to formulate decisions by official board action after the new term begins. The organizational steps would include the following:

- 1) Selection of portfolios by elected directors.
- 2) Appointment of additional directors for additional portfolios.
- 3) Appointments to off-board positions. The board decides which portfolios shall be on-board and which off-board.
- 4) Selection of executive committee or emergency action committee, if your bylaws provide for one.
- 5) Decisions on administrative details.  
Determine the method for distribution of material received to be sure that it promptly reaches the person for whom it is intended. If at all possible, plan for at least one DPM (Duplicate President's Mailing) from national and state, so that it can be distributed by portfolio. The president's mailing is then available for complete reading and for the official League file.
- 6) Selection of board representatives to nominating committee. This is the only committee of which the president is not an *ex-officio* member. The nominating committee can help identify potential leaders throughout the year, not just for annual meeting election.

(continued)



7) Adopt a calendar for the year. You may appoint a calendar committee to bring recommendations to the board. Final adoption can be delayed until August after receipt of the *LWV-Texas Directory* and in time to send to members with the September bulletin (VOTER). Adjustments can be made during the year if changed circumstances warrant. A calendar serves three major purposes:

- a. To identify dates for state and national reporting such as annual reports, membership lists, per-member payments, consensus reports, etc.
- b. To schedule local meetings (unit, general, annual) in order to meet program deadline requirements.
- c. To identify requirements of local bylaws. You will learn to work backward from the annual meeting date to determine times for local program planning, budget recommendations, nominating committee reports, bylaw recommendations, etc.

8) Plan time before September for:

- a. Board orientation
  - Time for board members to get acquainted.
  - Time for new board members to learn board procedures.
  - Time to be sure that files are exchanged.
  - An ideal time to call upon your FSR for consultation and/or training assistance, if scheduling permits.
- b. Setting priorities. Pages 25-27 of *In League* will be very helpful. It is important to have total board participation, and sometimes further member involvement in deciding priorities. Some local League boards plan a board retreat for this purpose. An overnight or day-long meeting away from the daily pressure of League work - and away from the telephone - can provide a relaxed atmosphere in which to evaluate past performance, identify strengths and weaknesses, and devise strategies for attacking problems. Intra-board camaraderie and cooperation are also enhanced.
- c. Scheduling non-program activities such as membership orientation, finance drive, VS/CI activities, discussion leader and observer training, etc.
- d. Review of non-partisan and board policies.



POLICY REVIEW

One of the first responsibilities of the local board as a new League year begins is to review the local policy guide and make any necessary changes. A committee of board members is generally charged with this review and then brings its recommendations to the full board for discussion and decision. When the policy guide has been approved, it should be sent to every member. This annual review should be specified in the policy guide.

In reviewing your League's nonpartisan political policy, refer to *In League*, pp. 10-11. The effort should be toward flexibility and away from rigidity; toward simple, clear language and away from ambiguity. Your League's standing and acceptance in the community is an important factor. Board policies that are too restrictive can seriously inhibit the League's ability to secure the commitment of its best leadership. Try to keep specific restrictions to a minimum; aim for policies that enable rather than confine.

If dues amounts and dues collection procedures have been removed from your bylaws, these should appear in the policy guide. A policy regarding the use of the membership roster is frequently included. The local board is free to develop whatever policies it deems necessary as long as those policies are not in conflict with local bylaws.

Remember that a policy guide is only that -- a guide to decision making. In the final analysis, it is the responsibility of the board to study each situation on a case-by-case basis and consider what is best for its own League.



LOCAL LEAGUE ORGANIZATION

The Local League Function Chart which follows is a change from the conventional organization chart in that it shows functions rather than portfolios. Many variations and combinations are possible, depending upon individual interests and time commitments. Some individuals will be responsible for several functions at the same time, while others will perform only one. Every function will not necessarily be covered every year, nor will all the functions covered be performed by board members.

The chart makes no attempt to show the weight or time commitment of a function. For example, "Community contributions" is a sub-heading under "Income," which is a sub-heading under "Financial"; it is of major importance even though it looks insignificant on the chart. And PROGRAM looks like a small function compared to ADMINISTRATION and COMMUNICATION, even though a large number of members on and off the board will usually be carrying program portfolios.

To some extent the functions that you include in any given year will be determined by your decisions on priorities, but your decisions on priorities may also be affected by the individuals available to carry them out.

A sample organization for a board might be as follows:

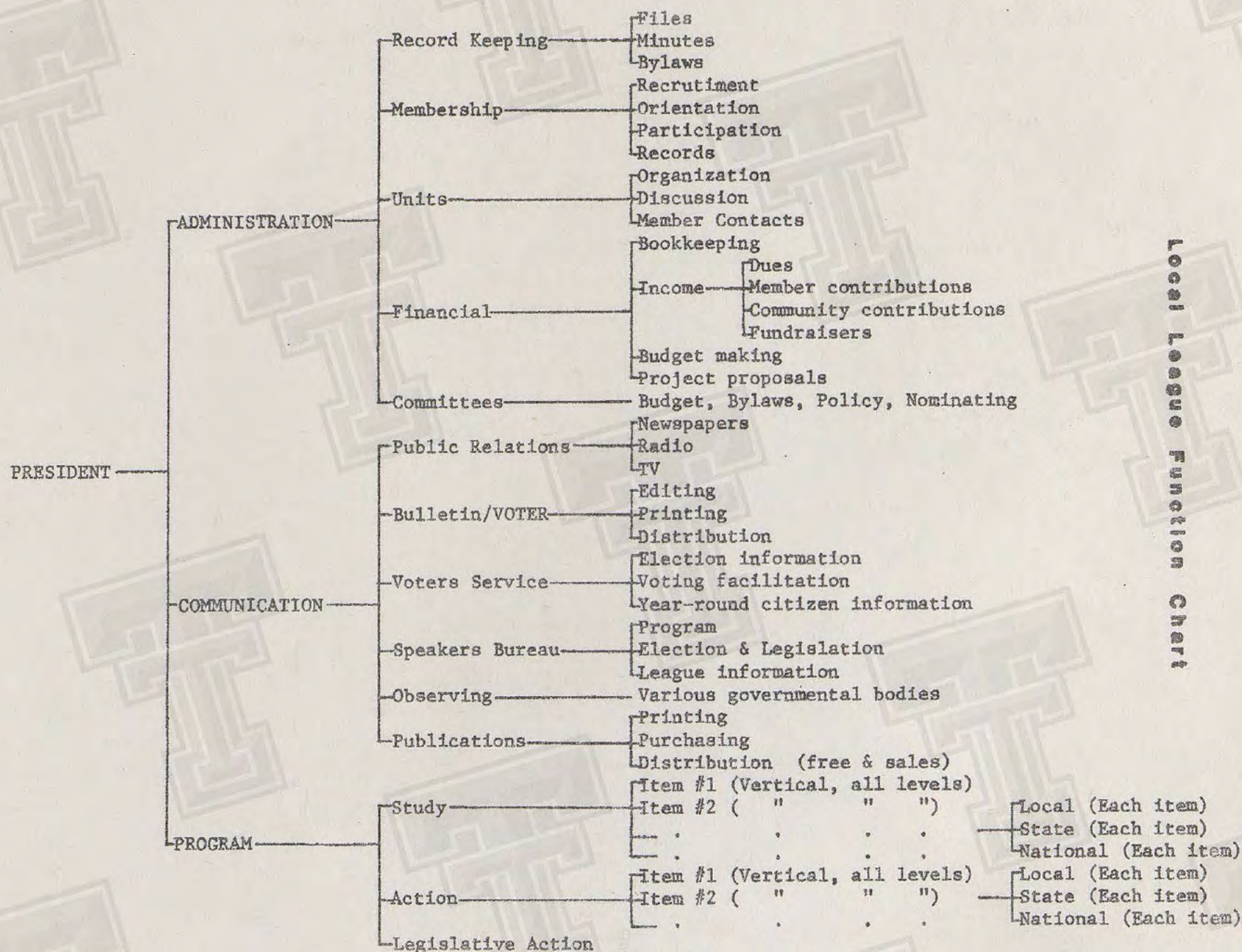
President  
Program Vice President  
Organization Vice President  
Public Relations Vice President  
Secretary  
Treasurer  
Directors:  
    Finance  
    Membership  
    Publications  
    Unit Organization  
    Local Program Study  
    Action  
    State Program Study (current)  
    Natural Resources, at all levels  
    Human Resources, at all levels  
    VS/CI  
    VOTER Editor

Off-board:  
    Speakers Bureau  
    Observers  
    State Program (possibly  
        several individuals, each  
        with responsibility for one  
        item)  
    National Program  
        (Several individuals, as  
        under State Program)

Each vice president might carry one of the portfolios in addition to some administrative responsibilities. Each portfolio should have a committee to share the work and the planning. Watch for any individual who may feel overburdened or underutilized and adjust responsibilities in accordance with the individual's time commitment and availability. Look for ways to lighten the work load, including innovations that may be untested but are worth trying. Some approaches that have proved successful:

    Sharing resources with other nearby local Leagues.  
    Dividing portfolios into smaller parts, shared by more people.  
    Using experienced members like past presidents as consultants to help new members who may have more time but less experience.  
    Creating a close relationship with a few other local League presidents, to share ideas and experiences, and to maintain your perspective.  
    Deciding on priorities, with the resulting decision not to cover all aspects of program.







LOCAL LEAGUE BOARD MEETINGSA. Purpose

The purpose of a board meeting is to evaluate what the League's leadership is accomplishing and to plan for the future. Both the evaluation and the planning should be in light of the members' response at meetings and in light of board members' beliefs as to what can reasonably be accomplished by the membership. Evaluation of accomplishments should be recorded in board minutes for assistance in next year's planning. (Did members like the change of format? Should we repeat it?) Decisions should be recorded in the minutes to remind board members who is doing what and why.

B. Sample AgendaAdministration

Minutes: Any additions or corrections.

Treasurer's Report: Previous balance, expenditures, income, current balance.

President's Announcements: Correspondence received and sent, invitations to speak, meetings attended, etc. Detail should be available but usually should not take up much board time. The president can give additional information on items of special importance. A list of all items can be helpful.

Organization

Membership: Prospects, plans for getting new members, plans for orientation, involvement, etc. Report of number of new members since last meeting, total current membership, total membership same time last year.

Units: Plans for coming unit meetings and briefing sessions, plans for board member attendance at unit meetings. Analysis of past meetings, attendance, and member comments.

Finance: Plans, goals, prospects, workers, advisory committee, etc.

Program

National, State, Local Program: Report on progress of committees for each item that has current activity. Board decisions on plans for meetings and consensus.

National, State, Local Action: Report of Action Alerts, plans for reaching the members and the public. Proposals for implementing local program positions.

Public Relations/Communication

Voters Service: Plans, publicity, etc.

Speakers Bureau: Dates, subjects, speakers, etc.

Publications: Information about new materials. Discuss plans for distribution to members and public

- more -



Public Relations: Plans for reaching the public, etc.

VOTER: Deadline, content, specific responsibilities, etc.

Adjournment - Total time, 2 1/2 - 3 hours.

Some boards use a timed agenda containing estimates of time needed for each item. Others find this too rigid. In any case, an agenda must be flexible to allow for emergencies, changes, absences, etc. The time needed for an item will change from one time of year to another, depending upon the calendar and what events are in priority position.

Change the order of reporting from meeting to meeting, so that no one is given the feeling of always being last. The suggested three-hour total time may be completely unrealistic for your League. If it is, give some thought to how much board time is being used for committee work rather than board decisions. Be sure that no one is left out because of oversight or a non-assertive personality, if that portfolio requires a decision. Keep meetings as short as possible while allowing full participation.

Because decisions are the responsibility of the total board, all board members should be expected to attend board meetings for the total time. If circumstances arise to prevent full attendance, the president should be informed in advance. Arriving late or leaving early should not become a regular, accepted way of life.

#### C. Preparing the Agenda

Minutes of the last meeting and the last meeting and the agenda for the coming meeting should be in the hands of each board member ahead of time. Direct contact with each board member to determine time needed is desirable. Larger Leagues will profit from an agenda planning meeting of the president, vice presidents, and secretary.

You will find it valuable to make provision for pre-board meeting reports from board members to be distributed to the entire board in advance. This is especially helpful in a large League or one that includes a wide geographic area. Such reports should be kept as brief as possible to cut down on preparation time and cost, and to encourage reading. They should contain a brief report on activity since last meeting, points on which decisions are needed, background on which to base decisions, and committee recommendations.

#### D. Parliamentary Procedure

The *Standard Code of Parliamentary Procedure* says: "Parliamentary law is the code of rules and ethics for working in groups. . . . It provides the means for translating beliefs and ideas into effective group action." If you keep this in mind you will find that board meetings can be very informal; reference to parliamentary procedure will rarely be called for. The conduct of an effective meeting of a small group, such as a League board, requires common sense and courtesy rather than formality.

Keep in mind, however, that the board is making official decisions for operation and policy of the local League. A large part of your business can be conducted by



common consent. It is wise to have important decisions made in the form of a motion (moved, seconded, and either passed or failed). These are recorded in the minutes for easy reference later. Each item on which a decision is made should be stated clearly, so that each person will understand what is being voted upon. Responsibility for carrying out the decision should be clearly assigned.

\* \* \* \* \*

N.B. The minutes are your League's only record of decisions, action, participation, and performance. Any pre-board meeting reports should become part of the official minutes. You may be surprised at how often the minutes will be referred to throughout the coming months. It is usually better to err on the side of including more than is necessary in the minutes rather than risk omitting important information that will be needed. It is, of course, always desirable to avoid wordiness.



### THE FILES

There are many valuable suggestions about League filing systems in *In League - Guidelines for League Boards*. You will find that most of your questions are answered there.

As soon as you are nominated for president, a few hours or days spent getting acquainted with the current filing system will pay off in time saved throughout your term. Some of the advantages of spending this time before you take office:

- 1) You will know more about your own League than you ever realized could be known.
- 2) You will have a better understanding of other levels of the League.
- 3) You will learn how to find things in the files before the time comes when you really need to.
- 4) You may find the system so inefficient that you will want to change it. If this is the case, find a member who is experienced with files, and who has the time to help you make changes. There may be a past president or some other long-time member who will help cull out-of-date material. You should then end up with:
  - a) A good current file, using a simple filing system.
  - b) A historical file of past records that should be kept because they are not available elsewhere, but should not clutter your working file.
  - c) A trash basket full of outdated masterpieces that are no longer needed.

Here are some of the important points to consider in creating and working with a filing system:

- 1) Keep it simple. Anything that works for you is a good filing system, but it should be simple enough for others to understand easily.
- 2) Be sure that everything is dated.
- 3) Within any one folder, file chronologically with most recent material in front.
- 4) If you mark the top right corner with P for permanent and T for temporary, also mark a date when the T stands for "trash" and the item should be removed.
- 5) To decide what is P, imagine that twenty years from now you are writing a history of the local League. Would this piece of paper help you tell the story? Local bylaws, bulletins, budgets, annual reports, program materials, and any action by your League at all levels should be marked with a P. Save state and national material as long as it applies to a current program or until it has been replaced by a more recent publication.
- 6) When removing something from the files for current use, be sure it is identified properly for return to the correct place. It is also wise to insert a sheet identifying the removed article and who has it.
- 7) If an item applies to more than one file heading, insert a cross-reference sheet identifying the article and where it is filed.

You may find it advantageous to use the same filing system as the state office; a copy of this system follows.



KEEPING FILES

The state office attempts to code materials sent to local Leagues to assist in maintaining an orderly filing system with less effort. For example, a memo on LWV-T Council would be coded: I. H. 2.

Administration  
Council - State

Suggested file plan for local Leagues (amend as it suits your purpose):

I. ADMINISTRATION AND ORGANIZATION

- A. Action
  - 1. National
    - a. *Report From the Hill*
  - 2. State
    - a. Legislative newsletters
  - 3. Local
- B. Annual Meeting
  - 1. Minutes
  - 2. Reports
  - 3. Workbooks
- C. Annual Reports
  - 1. National
  - 2. State
  - 3. Local
- D. Board
  - 1. National
    - a. Board Lists
    - b. Board Reports & Summaries
    - c. Tools
  - 2. State
    - a. Board Lists
    - b. Board Reports & Summaries
    - c. Tools
  - 3. Local
    - a. Board Lists
    - b. Agenda
    - c. Minutes
    - d. Tools
- E. Budget/Treasurer's Report
  - 1. National
  - 2. State
  - 3. Local
- F. Bylaws
  - 1. National
  - 2. State
  - 3. Local
- G. Calendars
- H. Convention and Council
  - 1. National
  - 2. State
- I. Development and Finance
- J. Equipment
- K. Membership

L. Miscellaneous

- 1. National
  - a. Litigation
- 2. State
  - a. Campaign Finance Laws
  - b. Lobby Laws
- 3. Local

M. Nominating Committee

N. Observers

O. Organization (*In League*, other tools)

P. Policy

Q. President's Letters

R. Publications

S. Public Relations

T. Speakers Bureau

U. Education Fund

- 1. LWVUS
- 2. LWV-Texas
- 3. Overseas Ed. Fund

V. Unit Organization

W. VOTERS

X. Workshops, Conferences, Regional Meetings

II. PROGRAM

A. Vertical Programming

1. Natural Resources, Environment

- a. Air
- b. Energy
- c. Hazardous Waste
- d. Land Use, Coastal Zone Mgmt.
- e. Solid Waste
- f. Water

2. Human Resources

- a. Education
- b. Employment
- c. ERA
- d. Housing
- e. Revenue Sharing
- f. Welfare, Food Stamps, Income Assistance
- g. Urban Policy
- h. Families, Child Care

3. Growth

4. Transportation



## II. PROGRAM (cont.)

### 5. Voting Rights

- a. Election Laws
- b. Election Authorities
- c. Right to Vote

### B. National

#### 1. International Relations

- a. Development
- b. Trade
- c. United Nations

#### 2. Representative Government

- a. Apportionment
- b. Campaign Financing (national)
- c. District of Columbia
- d. Election of the President
- e. Executive
- f. U. S. Congress

### C. State

#### 1. Administration of Justice

- a. Adult Justice
- b. Juvenile Justice

#### 2. Financing State Government

- a. Constitutional Provisions
- b. Public School Finance
- c. Revenue Distribution and Governance
- d. State Budget Process & Financial Administration

#### 3. Modernizing State Government

- a. Executive
- b. Legislative
- c. Judicial

#### 4. State-Local Relations

#### 5. Texas Constitutional Revision

#### 6. Initiative & Referendum

### D. Local

### E. Program Management

- 1. Tools & Techniques
- 2. Meaningful Meetings: Strategies, Options
- 3. Membership Agreement Process
- 4. Program Recommendations

## III. VOTERS SERVICE/CITIZEN INFORMATION

- A. Candidates' Meetings
- B. Get-Out-The-Vote Campaigns
- C. Legislative-Congressional (interviews, maps)
- D. Political Party Participation
- E. Publications (*Know Your Community, County, etc.*)
- F. Voters Guides
- G. Voter Registration
- H. Elections
- I. Calendars



PROGRAM

National and State Program. Much of the basic research and preparation of resource material for national and state program items is done by those levels of the League and made available to local Leagues. It is the task of the local League to adapt these materials to local needs, practices, and plans. It is often desirable to expand the material through further research at the local level; this can help in understanding the relationships to local problems or to local program positions. This local expansion is not normally required, even if desirable, when limitations in time and people make it a hardship.

It is necessary, however, to decide on specific plans for presenting the program item and the resource material to the members, and to decide on the method by which member agreement/consensus will be sought. Pages 34-42 of *In League* give an excellent discussion of the entire area of League program and action, and include many suggestions for managing program and reaching member agreement. Remember that in 60 years of existence, the League has never been a static organization. Methods and procedures change constantly. Don't be afraid to try new ideas, but do help members understand the new methods so that resistance to change can be minimized.

Local Program. The local League is responsible for all work connected with local program. This includes choice of items, research, publication, presentation, and action. Make plans and time schedules for carrying out all phases of a program item, from adoption to action. Preliminary plans might be made prior to the annual meeting, in order to present an "Outlook for Work" at that time. But be prepared for modification or rejection by the members. It is a responsibility of the members at annual meeting to give direction to the board as to what they expect from the item.

An "Outlook for Work" should include:

- Statement of the item.
- Definition of the scope.
- Plans for both member and community involvement
- Estimate of time needed for research and preparation and for presentation.
- Suggestions for resource material needed and for possible publications.
- Ideas for number and types of meetings needed.
- Possible action the study might lead to.

The "Outlook for Work" is developed by the resource committee, based on member suggestions. The board accepts or modifies committee plans and relates them to the total workload for the year.

Each member of the League should have a record of the total local program. This could be in the form of a list of all current positions, or position papers which give a history of action and progress made on each item. Full records of consensus should be in the permanent League file.



### ACTION

You may think of League action as Times for Action, Calls to Action, or Action Alerts from national and state. But all work in the community is a type of action. For instance, we act when we:

Attempt to influence community opinion

- through a Speakers Bureau
- by distributing publications
- by taking part in a parade
- by expressing League opinions on radio or TV, or to the press
- by talking to friends about League positions
- by starting a dialogue between diverse segments of the community

Try to get our message to public officials

- by getting acquainted with the officials through interviews
- by communicating with them
- by testifying at hearings
- by drafting legislation
- by lobbying

Engage in litigation

Join a coalition.

Check pages 38-42 on Action in *In League*, and the LWV-Texas publication, *Taking Action: Guidelines for Local Leagues*, for guidance and restrictions.

The object is to make it easy for a local League to take action when members understand and are in agreement, but difficult to take action that goes beyond member intentions or that might create a conflict between overlapping jurisdictions, with other local Leagues, or with other levels of League consensus.

When an Action Alert is received from LWVUS, send an official communication to the designated person in the name of the local League and send carbons to both the national and state offices. When the request for action comes from LWV-Texas, send an official communication to the designated legislator and a carbon to the state office. If the same communication is sent to a number of legislators, a single carbon to the state office is sufficient, provided that a list of other legislators receiving it is attached. If you make no response to the request for action, send a letter explaining why to the appropriate League office, state or national.

If you receive a substantive reply that would help our lobbyists, send a summary or summarizing copy to the national office if it relates to Congressional action, or to the state office if it relates to Texas legislative action.

When making a statement on behalf of your local League before a state legislative committee holding a hearing in your vicinity, it is important to check your remarks with the state board member responsible for the issue in question.

When LWVUS or LWV-T has already taken action or sent out a request for action, you may take further action on the same subject on your own initiative, but only on an authorized issue, not on a related issue on which the League has no position.

Action at the local level on local positions is based on the decisions of the local board. Timeliness, supporting and opposing forces, degree of member interest, and priorities for the year should be considered before deciding on techniques to be used, the degree of involvement to strive for, and even whether action should be taken at all.



PUBLICATION ORDERS

S T A T E

Presidents Mailing One copy of all new material intended for local League use, including State Board Reports, is sent monthly by first class mail to the president of each local and provisional League.

Duplicate Presidents Mailing (DPM) This is a duplicate of all material sent to the local League president, unless otherwise specified in the president's mailing. Price is \$20 per year. Must be ordered and renewed annually for each person who is to receive it; subscriptions expire May 31 of each year. Almost a MUST for vice presidents and publications chairmen; valuable to all board members. Available to any member, but not to non-members.

Standing Orders (SO) This order includes material every local board member should receive. The total number is sent in a package to one local board person, usually the publications chairman, for distribution immediately by mail or in person to the other board members who subscribe. Please note that the Standing Order number should not include those persons on the board who are receiving DPMs. Standing Orders cost \$7 per year and all subscriptions expire on May 31. Available to any member, but not to non-members.

N A T I O N A L

Presidents Mailing One free copy of each new publication and memo intended for local League use is sent by first class mail as soon as it is available to the president of each local, provisional, and state League. The national office must be notified about any change in name or address (and please include the name of your League) of the president, or the name on file will continue to receive the mailing automatically, and the new president will not receive it. Send a separate letter which does not refer to any other subject; be specific; and be sure, once again, to include the name of your League.

No other local or state board member receives material automatically from the national office. If any wish to do so, a Duplicate Presidents Mailing (see below) is recommended.

Duplicate Presidents Mailing This is a duplicate of much of the material contained in the Presidents Mailing, and is available to any member, but not to non-members. It is furnished on a subscription basis, and must be ordered or renewed each year for each person who is to receive it. See current national publications catalog for price. Recommended especially for vice presidents and publications chairmen; useful for all board members. Subscriptions may be transferred to another member upon notice to the national office. Please include the name of your League.

O T H E R   O R D E R S

It is most efficient to designate one person (usually the publications chairman) to order publications from state and national. This will help ensure that the proper prepayment is made and that the appropriate discount for quantity orders is calculated. Usually the treasurer prepares the check to accompany an order. Be sure the person ordering has current LWVUS and LWV-Texas publication catalogs, order blanks, and tax information.



CONTACTS WITH THE NEWS MEDIA

"Consider the press. Treat it with tact and courtesy. It will accept much from you if you are clever enough to win it to your side. Never fear it or despise it. Coax it, charm it, interest it, stimulate it, shock it now and then if you must, make it laugh, make it cry, but above all, dear pioneers, never bore it. . . ." Paraphrase of Sir Noel Coward.

Your PR director has arranged some interviews. What do you do? Let's take a look at a variety of situations you might experience during your term.

Newspaper Interviews

Interviews are a matter of being familiar with your topic. Know the 5 W's -- Who, where, what, when, why. It is most helpful to have something in your hand such as a press release or a copy of testimony. Whenever possible, take another League member with you; the PR director or the resource committee chairman can help cover important points you might miss.

Do not use abbreviations.

Make full identifications, such as Councilman Smith or Board of Education member Ms. James, etc. Reporters may know who those people are, but chances are the public doesn't.

If you must use "League language" (consensus, concurrence, resource committee, etc.), explain it.

Don't use bill numbers unless accompanied by an explanatory title, such as "Collective Bargaining Bill SB 275."

Reporters who are specialists (energy, transportation, etc.) will probably know the background, but general assignment reporters will not. In such cases, treat them gently; be precise, supply background. It is always wise to have extra copies of a release or statement to distribute.

Radio and Television News

Keep in mind that time is very limited on both radio and TV. Your answers should be concise. Short, simple sentences are clearer and easier for a listening audience to grasp. Avoid the use of too many statistics; you will lose the audience.

For TV, look directly at and talk to the interviewer and don't worry about the potential audience. Let the cameraman worry about the angle. You will be more natural and relaxed. Use gestures which are normal for you.

Radio stations often do taped interviews by telephone. If you have a prepared statement, do not try to read it. You will not sound natural. Select the most important points and talk naturally.

- more -



Always have extra copies of statements you are making. Learn where the press table is located at city council, county commissioners court, board of education, etc., and leave copies. Do not wait to be asked. If you arrive early, you or the League member accompanying you can personally distribute your statement and call attention to the important points.

RELAX. Do not be afraid of the media. Approach them openly. The reporter is trying to do a job honestly and quickly and will appreciate your help. Members of the media frequently do need to be educated about the League. As a warmup for talking with the uninformed, try your hand and mind at these questions:

How long has the League been around? (A new segment of the women's movement?)

Why haven't you changed your name to reflect the fact that male members are welcome?

Isn't this action unusual for the League? (Nonpartisan policy.)

Are you really a registered lobby?

How can you expect to accomplish anything if you take two years to study it?



YOU AND THE LOCAL LEAGUE MEMBER

The member is the League. Don't allow yourself or the board to get so involved in the job of running the League that you let the member get lost.

Most members join originally because of a personal contact. Members are often lost because of a failure to maintain the personal touch. In a small League it is usually easy to know every member, but even then special effort is needed to maintain friendly contact. As a League becomes larger, it is increasingly difficult, if not impossible, for any single person to know every member. Extra effort is needed to compensate for this fact.

Recognize the importance of the local VOTER or bulletin. This is the only direct contact with every member, especially those who do not attend meetings. If it is sufficiently attractive, informative, and interesting, it will be read. Encourage the board and the editor to find ways of making sure that it will gain attention.

Urge board members to attend unit meetings -- as many and as often as possible. This puts the member in touch with the board and the board in touch with the member. Everyone gains.

Be sure that members are informed of board activity. Report to them in the VOTER and at League meetings. Effective League action requires member participation in that action, so don't leave them behind.

There should be a place in the League for members of all degrees of commitment. Some will lend support but not time or work. Others will work willingly but may need help in meeting financial obligations. Find ways to make them all a part of League, and be sure they know that their desired degree of involvement is really acceptable.

NEVER FORGET that the board's first duty is to administer the League as an expression of the collective will of its members. Regardless of how brilliantly a League board may be functioning, if the local League members are being left behind or shunted aside, the board has failed its primary responsibility.



PERSONAL CHECKLIST FOR PRESIDENT

(This is for your use; it does not imply a report to anyone.)

After the annual meeting

Send to the state office:

- ☐ Minutes of annual meeting (3 copies), 1 copy also to FSR
- ☐ List of board members and portfolios (on gold form provided at Council or Convention)
- ☐ Local program (on same gold form as above)
- ☐ Adopted budget, 1 copy also to FSR
- ☐ Local bylaws, when rewritten to include any revisions (1 copy to LWVUS)

Have you

- ☐ Filled appointed board positions after consultation with elected members
- ☐ Scheduled an organization meeting for new board
- ☐ Conferred with each board member? Do those members have:
  - ☐ The necessary file from predecessor
  - ☐ The name and address of state board counterpart
  - ☐ A committee
  - ☐ An understanding of the job for the coming year
  - ☐ A copy of *In League*
- ☐ LWV-Texas & LWVUS publications catalogs
- ☐ Conferred with the publications director about
  - ☐ DPMS from state and national
  - ☐ Standing Orders from state and national
  - ☐ Ordering (how to) quantity publications from state & national
- ☐ Reviewed your own files and filing system
- ☐ Appointed board members to nominating committee
- ☐ Appointed the budget committee
- ☐ Scheduled local calendar planning
- ☐ Arranged for responses to calls for action from state & national
- ☐ Arranged for review of local policy guide

Arrange for monthly mailing of the following

- ☐ VOTERS to state board and state office, national office, other local Leagues, and your FSR
- ☐ Press clippings to state PR director
- ☐ Monthly membership additions, changes, drops to state and national (on yellow forms from national)
- ☐ Minutes of board meetings to state office (3 copies), plus 1 copy to FSR

Monthly as your president's mailings arrive

- ☐ Immediately check for deadlines to be observed and inform board member responsible
- ☐ Read (perhaps a bit later) the rest of the mailing

- more -



Monthly before each board meeting

- \_\_\_ Check materials received during the month; which need to be distributed to board; which require board decision and action
- \_\_\_ Check local League calendar for two or three months in advance and schedule board discussion of coming activities
- \_\_\_ Prepare written board agenda to be sent out about a week in advance
- \_\_\_ Confer with bulletin editor about material for current edition
- \_\_\_ Set deadline for bulletin material

At least four months before the annual meeting

- \_\_\_ Check local bylaws for deadlines for budget, bylaw revisions, local program recommendations, auditing of books
- \_\_\_ Be sure the nominating committee is functioning
- \_\_\_ Appoint bylaw revision committee
- \_\_\_ Be sure the budget committee is functioning
- \_\_\_ Arrange for board discussion and recommendations on suggestions from members for local program.

REFER REGULARLY TO *Guide to Local League Calendar Planning* in the *LWV-Texas Directory*.



YOU, THE PRESIDENT

You may feel that you have never before worked so hard.

You will probably feel you have never before gained so much.

\* \* \* \* \*

Relax; stop worrying.

Watch yourself grow in self-fulfillment.

Share the work and you will share the rewards.

Enjoy your role as president.



Appendix I

The Nominating Committee

October is usually the time to activate the nominating committee. Make sure the board has appointed the two board members to the committee.

Seeking leadership in all fields of activity is the year-round responsibility of the nominating committee. In addition to a slate of board members to be presented to members at the annual meeting, you should be prepared to make recommendations for committee membership and for filling vacancies on the board at any time during the League year if the board requests this service.

Here is the suggested timetable to guide you in planning your work for the coming year:

- |                   |  |
|-------------------|--|
| EARLY<br>FALL     | Committee meeting -- Check bylaws and positions to be filled. Assign committee members to attend board meetings, unit and general meetings and workshops to observe prospects for potential leaders. Do all committee members have a copy of <i>In League</i> and your local bylaws? |
| LATE<br>FALL      | Encourage members to make suggestions. This can be done by a notice in the VOTER, or a nominating form at unit meetings. Interview board members, unit leaders, and committee chairmen for possible nominees.  |
| DEC. &<br>JAN.    | Talent search -- Committee members attend meetings as observers to become familiar with likely candidates for office.  |
| LATE<br>JAN.      | Hold another committee meeting to list prospects and one or two alternates for each position. Plan to contact those who will be asked to serve. Assign one member to talk with each prospect to determine availability.  |
| FEB.              | Work continues until slate is completed. Chairman should be notified as each acceptance is secured. It is a courtesy to announce the completed slate to the board before making the public announcement in the VOTER.  |
| SPRING            | Publish slate in the VOTER at least one month before the annual meeting. Publicize the right of the membership to present additional nominations from the floor, with the consent of the nominee.  |
| ANNUAL<br>MEETING | Present the slate to the members and move its election.  |

- more -



## A GUIDE FOR NOMINATING COMMITTEES

If your local League is going to be an effective force in your community the leadership is extremely important. The nominating committee has the responsibility of finding this leadership. One of the most important duties a member can perform is to serve on this committee. To do the job well requires time, good judgment, imagination, and thorough understanding of the League and how it operates. The persons who serve on this committee should be well acquainted with the membership and thoroughly familiar with the responsibilities of the offices to be filled. They must be tactful, persuasive, and discreet.

The nominating committee consists of five people: a chairman and two members elected at the annual meeting, plus two members appointed from the board after the annual meeting.

Seeking membership in all fields of League activity is the year-round responsibility of the nominating committee. It should make recommendations for various committee memberships, and for filling vacancies on the board at any time during the League year that the board requests this service. The nominating committee should make sure that prospective leaders understand all the duties and responsibilities of the job they are being asked to fill.

### GENERAL PROCEDURES:

- Review the bylaws to determine the offices to be filled.
- Read *In League* and consult with the board to determine the duties and qualifications of each portfolio to be filled. The committee nominates directors and officers and may pass on suggestions, but only the board should assign portfolios.
- Attend board meetings, unit and general meetings, workshops -- all League activities -- to become familiar with members and likely candidates for office.
- Consult the membership list and interest files.
- Solicit suggestions from the board and committee chairmen for names of people who show potential leadership.
- Solicit suggestions from the membership. This can be done through the VOTER, announcements at meetings, or nominating forms.
- Try for a balance between new board members and experienced ones. Don't renominate persons merely because they have served well. Bring in some candidates who have never been on the board before. Rotation in office is the best way to ensure that Leagues will grow and develop new leadership.
- Get an early start. Be on the alert year round.
- Interview potential nominees. Discuss the importance of the position to be filled, and the opportunity the nominee will have to make a contribution to the League and to broaden League experience.
- Be honest in explaining the expected workload. Make it clear that a board member is expected to attend all board meetings, help with membership and the financial growth of the League, and contribute to total board planning.
- Discuss the nonpartisanship policy with each nominee. Discuss restrictions on partisan activities. Remember the purpose of the nonpartisan policy of the LWV is to ensure the confidence of the community. It is important that the community have full confidence that the League is really a nonpartisan organization; that its leadership is composed of those earnestly working for government in the public interest.
- Avoid selecting individuals identified with one special cause, those who may want to use the League of Women Voters for any objective other than to carry out the purpose of the League, or those who are identified with highly controversial issues.
- Nominating committee discussions should never be aired outside the committee.



Steps to a Successful Succession

If your League is going to have a new president, there are some simple steps you can take to start your successor off smoothly and ease those "pangs of transition."

- FIRST: Be sure your files are up to date! It's a frightening enough experience for a new president to be handed the keys to the filing cabinet without also simultaneously receiving several overflowing boxes of "stuff" you "just never got around to filing."
- SECOND: Help to familiarize your successor with your League's files, suggest a working calendar, explain the importance of careful attention to bylaws provisions, and make clear the working relationship with other levels of League.
- THIRD: If subscriptions expire in the next few months, or the people who've been receiving them are not going to be on the new board, arrange for renewals, after you've consulted with the new president. Make suggestions for handling the distribution of mail to the appropriate on or off-board members, explain how to use the various publications necessary to the smooth operation of the organization. Be sure your successor gets and understands the forms from state and national that must be filled out.
- FOURTH: Discuss the community climate in which your League works as something that must be understood for maximum return on League resources expended. This would include the subtleties required in working with elected officials and their staffs, with the news media available to your League, with the leaders of other organizations. Explain where and from whom to expect honest information, advice, and support.
- FIFTH: Make it evident that you understand things will be done differently because the two of you are different people, and that the League will gain strength from your differences.
- SIXTH: Offer to give information and help when it is asked, and support at all times; but remember, once the annual meeting is over, that you are no longer president of your League.
- SEVENTH: You can think of at least a dozen more additions to this list to make the job easier, things that by now you do as second nature.
- EIGHTH: Enjoy your new life as an "ex" president.



The Annual Meeting

Review Annual Meeting section of *In League*, page 53.

Preparation for the annual meeting usually starts about four months in advance of the actual date.

Check local bylaws for the time for the annual meeting and for the number of members necessary for a quorum. The local board determines the exact date.

Set time and date and decide kind of meeting that is likely to have maximum attendance (luncheon followed by meeting, meeting followed by luncheon, meeting followed by luncheon and speaker, pot luck supper followed by meeting, etc).

The purposes of the annual meeting are serious and important. It is then that we take stock of what we have done in the past year and chart our course for the year to come. The decisions made at the annual meeting to a great extent will decide for the coming year how important the League will be in our communities and how satisfying it will be to be a member of the League. The president and the entire board must be aware of the need to involve the members as widely as possible in each step of the preparations.

The purposes of this meeting are to adopt local program, elect officers and directors, adopt a budget, and make necessary bylaws changes. The League is member oriented. Full and active participation of the membership in the important decisions culminating in the annual meeting results in a greater sense of responsibility for these decisions and a deeper commitment on the part of every member to carrying them out.

There is room for imagination and humor in the way information is presented at the annual meeting. Consider, for example, the budget. If it is done imaginatively and in a lively fashion, it sells the membership on more than the adoption of the budget; it often sells them on working actively on the League program and in the League finance drive as well. Two essentials of good budget presentation are -- to have the budget on display where all can see it during the meeting, and to present an explanation of any item whose meaning or scope is not self evident. Some Leagues have copies of the budget and explanations, originally published in the VOTER, to give to members as they arrive at the meeting. Other Leagues have the budget printed, large enough for all to see, on poster board or a blackboard.

Presentation of proposed local program can often be made more vivid, too, through posters, flip charts, flannel boards, slides, graphs, enlarged reproductions of pertinent reports, etc.

Very important to the success of the annual meeting is having a timed agenda, carefully worked out by the board, and faithfully adhered to at the meeting itself.

Leagues in general find that the most satisfactory agenda is one which allows a minimum of time for routine matters and a maximum for matters (such as the budget and the proposed local program) which take considerable explanation and evoke discussion. Bylaws changes and the treasurer's report may, on occasion, require

- more -



more than the routine amount of time, but the call to order, appointment of a parliamentarian, a timekeeper, and tellers (if these are to be used) and adoption of the order of business will usually take only a few minutes. The report of the nominating committee, nominations from the floor, and the election itself customarily take but little time also.

Many Leagues no longer schedule a reading of the full minutes of the last annual meeting, but use a summary instead. And in place of individual committee reports, Leagues frequently have a comprehensive report by the president, covering all aspects of League work and achievement during the past year.

The use of a block of time allotted on the agenda for proposed local program requires board planning also. Don't forget to use some of this time for not-recommended items -- sometimes they get adopted. A few guidelines, presented to the annual meeting for approval, are useful in achieving fruitful discussion of program proposals. Rules commonly used are: alternating of pro and con speeches on an item; limitation on length of speeches; and no person to speak a second time before everyone else who wants to speak has spoken once.

To sum up, a successful annual meeting begins with careful planning by the board and includes:

- a realistically timed agenda faithfully adhered to;
- minimum time for routine matters, maximum time for matters such as budget and local program;
- imaginative handling of reports, budget, and local program;
- guidelines to promote fruitful discussion on program proposals.

Have *Roberts Rules* or *Simplified Parliamentary Procedure* (LWVUS) available and at your fingertips. Be familiar with either or both.

And after the annual meeting, take time to jot down what seemed particularly successful and what could be improved upon -- for the guidance of the board next year when it will be planning the next annual meeting.

#### SAMPLE AGENDA FOR A LOCAL LEAGUE ANNUAL MEETING

This agenda can be adapted to suit your convenience and your League. You may wish to have this business meeting before or following a luncheon with a speaker.

<u>Social Hour</u>	(Membership committee may act as facilitators to encourage mingling and to introduce people and see that all are seated on time).	(Treasurer at table to collect dues. Someone to collect for luncheon if one is planned. Publications display and sale. Name tags & register).
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#### Welcome and Introduction

#### Business Meeting

Call to order; quorum present	
Minutes - approval of last annual mtg.	(Not to be read)
Treasurer's Report & acceptance	(Need motion & majority vote)
President's Annual Report	
Report of budget committee	(Presentation of budget; copy should be available for each member or on display)
Discussion of budget	(If proposing increase in dues, two budgets should be printed in VOTER).
Adoption of budget	(Majority vote)

- more -



Presentation of proposed bylaws changes

Discussion

Adoption of changes

Presentation of proposed program

Presentation and consideration of not-recommended items

Discussion and debate on all program items -- recommended and not-recommended.

Adoption of program

Discussion of adopted program

Report of nominating committee

Nominations from the floor

Election

Special reports

Thank you's and acknowledgements

(Turn the meeting over to the new president who may wish to greet the members and make some brief announcements).

Adjournment

(If change in dues is proposed, this should be voted on before budget is presented).

(Requires a two-thirds vote).

(Majority vote required for consideration).

(Be sure to allot time for each item and encourage pro and con discussions. Board members should be prepared to state why item not recommended. Maximum member participation should be encouraged).

(Motions made for each program item. Majority vote for recommended items. Not-recommended items need either majority or 2/3 vote depending on your bylaws).

(The board needs to know the scope, focus, and emphasis desired by the members).

(Consent must be secured in advance).



*Return to file*

*The minutes of the 16th Biennial Council held in Waco April 19-20, 1980 were approved by the Board of Directors of LWO of Texas at Sept. 9, 1980 and are on file in state office & available for inspection.*

SIXTEENTH BIENNIAL COUNCIL  
OF THE  
LEAGUE OF WOMEN VOTERS OF TEXAS

Holiday Inn - Waco, Texas  
April 19-20, 1980

GUIDE TO THE MINUTES

PRECOUNCIL EVENTS

1. Workshops
2. Dinner
3. Riverboat Tour

FIRST PLENARY SESSION

1. Adoption of the Agenda
2. Welcome
3. Convention Rules
4. Credentials Committee Report
5. Tellers Committee
6. Resolutions Committee
7. Introductions
8. Appointment of Parliamentarian
9. Roll Call
10. Minutes
11. Treasurer's Report
12. Introductions continued
13. President's Report
14. Budget Presentation
15. Program Direction
16. National Convention Briefing
17. Announcements
18. Adjournment

ACTIVITIES BETWEEN PLENARY SESSIONS

1. Reception and Banquet
2. Presidents Breakfast

SECONDARY PLENARY SESSION

1. Thanks
2. Texas Education Fund Report
3. Program Priorities
4. Political Action Committee Report
5. Adoption of the Budget
6. "I Wish the League Would...."
7. VS/CI Media Event
8. Resolutions Committee Report
9. Adjournment



MINUTES OF THE  
SIXTEENTH BIENNIAL COUNCIL  
OF THE  
LEAGUE OF WOMEN VOTERS OF TEXAS

Holiday Inn - Waco, Texas  
April 19-20, 1980

PRECOUNCIL EVENTS

1. Workshops

Marie Lisi, national staff director of the Management and Training Department, with LWVUS Director of Management and Training Ann Viner, LWVUS Legislative Director Ann Savage, and LWV-PA Program Vice-President Ann (Ping) Valsing conducted several workshops at the Holiday Inn. A leadership skills workshop was conducted on April 18, 1980 from 1 - 5:00 P.M. Membership and program management workshops were conducted from 7:30 - 10:00 P.M. on April 18, 1980 and were repeated on April 19, 1980 from 8:30 - 11:00 A.M.

2. Dinner

State board members, plus Ann Viner, Marie Lisi, and Ann Savage were guests of the LWV-Waco at a dinner at the home of Nancy and Frank Newton, president and member of the LWV-Waco Area respectively, on April 17, 1980. Following the dinner, Ann Viner and Marie Lisi met with state board members.

3. Riverboat Tour

Following the workshops on April 19, 1980 a tour of the Brazos River on the Brazos Queen, including a luncheon and a talk on the ecology of the Brazos River by Dr. Owen Lind from the School of Environmental Studies at Baylor University, was held.

FIRST PLENARY SESSION

President Clark called the first plenary session of the Sixteenth Biennial Council of the League of Women Voters of Texas to order at 1:35 P.M. at the Holiday Inn, 1001 Lake Brazos Drive, Waco, Texas.

1. Adoption of the Agenda

Clark amended the agenda as printed in the workbook by adding Roll Call following "Introductions." The amended agenda was adopted by common consent.

2. Welcome

Welcoming remarks were given by LWV-Waco Area President Nancy Newton. She introduced Waco Mayor, George Chase who also welcomed the League to Waco.



FIRST PLENARY SESSION continued

3. Convention Rules

President Clark read the rules for the Council as they were printed on page one of the Council Workbook.

4. Credentials Committee Report

President Clark introduced Sue Gainer, chair of the Credentials Committee, who reported that 60 delegates, 26 observers, 15 state board and off-board, 1 staff, 12 workers, and 1 press were present.

5. Tellers Committee

President Clark introduced Nita Sue Kent, chair of the Tellers Committee.

6. Resolutions Committee

President Clark appointed Janet Imhoff, Sherman, chair of the Courtesy Resolutions Committee and Barbara Nobles of Austin as her assistant.

7. Introductions

President Clark introduced the members of the state board and announced that Nancy Price will be Development Director to replace Evelyn Lord who resigned when she won a seat on the Beaumont City Council. Field Service Representatives, off-board directors, and Nominating Committee members were introduced. Fumi Sugihara, nominee for the national board, was introduced.

8. Appointment of Parliamentarian

President Clark introduced Dr. Calvin Kent, director of the Center for Private Enterprise and Entrepreneurship at the Hankamer School of Business, Baylor University, and appointed him the parliamentarian.

9. Roll Call

Secretary Gordon called the roll of Leagues. Thirty Leagues were represented by two delegates each. Brownsville, Edinburg/McAllen, El Paso, Harlingen, Lamar County, Pearland Area, and Rockwall County were not represented. Kerrville and Montgomery County state units sent observers. No members-at-large were present.

Organization Vice President, Beth Brown announced that the state board had approved Montgomery County's application to national for recognition as a provisional League. She presented Karen Shaw, president elect, a rose in honor of the occasion.

10. Minutes

Council 1978 minutes were approved by the board at the November 1978 board meeting and are on file in the state office.



FIRST PLENARY SESSION continued

11. Treasurer's Report

Balance sheets and budget analyses for both LWV-T and LWVTEF to March 31, 1980 were in the delegates' packets. Treasurer Sturgis estimates that our true net reserve at the end of the fiscal year (5/31/80) will be about \$19,000 which is adequate to meet committed operating expenses for a six-month period as required by League policy.

Sturgis reported that we have invested as much as possible in ready assets trust accounts in order to take advantage of their high interest rates. Slowly we are developing increased support from contributions from outside the League.

In our political action account the balance as of 3/31/80 is \$9.47. We spent \$327.27 to help defeat Amendment #2 on the November 1979 General Election ballot.

She reported that she is working on the Handbook For Local League Treasurers.

12. Introductions (continued)

President Clark introduced Council Local Arrangements Chair Carol Miller and Executive Secretary Joann Lovelace.

13. President's Report

President Clark titled her report We Can Make A Difference, But It Is Not Getting Any Easier. She cited our biggest accomplishment as making a seventeen-member board, ten of them new to the board and five of them in new roles, into a team. Other achievements of the year were as follows:

1. Produced publications on three issues with accompanying study guides and consensus questions.
2. Redesigned the state VOTER, varied it's content, and included an insert on the Texas Department of Human Resources.
3. Planned and produced a new membership flyer, a flyer and bumper stickers for Voters Service, a handbook on conducting election schools, a Voters Guide for the primary elections, and a videotape public service announcement on voting.
4. Succeeded in defeating Amendment #2 on the statewide ballot.
5. Serviced League with a corps of Field Service Representatives.
6. Prepared testimony for public hearings, raised funds, and prepared a budget.



FIRST PLENARY SESSION continued

14. Budget Presentation

Budget Committee Chair Jeanette Vanderwater discussed the process for preparing the budget and reasons for increases and decreases in the LWV-T and the LWV-TEF proposed budgets as printed in the workbook. Local League support and income from election night reporting will be more than proposed in the LWV-T budget. The increase in the income will be needed to pay increased parking expenses for the staff. The board will make adjustments as needed.

Lucy Polter, president of the Dallas League, recommended that the word "stipend" be removed from the explanation for LWV-T proposed budget item U. 1. Legislative Lobbyist. Since Nancy Bene will be legislative director and remain on board, she will not receive a "stipend" in keeping with policy for board members.

15. Program Direction

Program Vice-President Keever announced the names of leaders and meeting room numbers for program exchange groups on human resources, administration of justice, public school finance, government, energy, water, air, and land use. When the groups reconvened each group reported on the direction they wanted their program area to go. Floor discussion followed each report and then the delegates were given a form and asked to prioritize state program.

16. National Convention Briefing

A briefing on national convention was given by Jeanette Vanderwater (budget), Beth Brown (bylaws), Laura Keever (program), and Diana Clark (general).

17. Announcements

Tarrant County League brought a scrapbook of it's 60th anniversary party and asked others to fill in a memory sheet for the scrapbook.

Jan Wilbur announced a Public School Finance Caucus in the banquet room following the banquet tonight.

18. Adjournment

The first plenary session adjourned at 5:30 P.M.

ACTIVITIES BETWEEN PLENARY SESSIONS

1. Reception and Banquet

A state board reception was held at poolside prior to a banquet honored with the presence of former state League President (1962-1966) Dorothy Brown of Waco and Immediate Past President Betty Anderson of Lubbock. Iola Johnson, TVnewswoman for Channel 8 in Dallas, spoke on women's issues. She lamented the lack of political parity for women and complimented the League for it's "courageous efforts" to motivate women to become active in the political process.



ACTIVITIES BETWEEN PLENARY SESSIONS continued

2. President's Breakfast

President Clark met with local League presidents at a breakfast from 8:00-9:00 A.M. on Sunday, April 20, 1980.

SECONDARY PLENARY SESSION

President Clark called the second plenary session of the Council to order at 9:30 A.M. on Sunday, April 20, 1980.

1. Thanks

President Clark introduced the members of the Local Arrangements Committee and thanked them for their warm hospitality.

2. Texas Education Fund Report

President Clark reported that a total of \$10,790 has been raised this year through the efforts of Carolyn Lanier and Evelyn Lord. With these monies and income from endowments, TEF has funded three state program education publications, a flyer and bumper stickers on voting, a primary election Voters Guide, and a handbook on conducting election schools. TEF did not fund any statewide workshops this year but several are planned for the coming year. A public education slide show on international trade, directed by Pearl Wincorn from Dallas and funded by a pass-through grant from the International Trade Education Project in conjunction with the Multilateral Trade Agreements, was well received by schools and community groups in the Dallas-Fort Worth area. A membership in the Texas Environmental Coalition and the Coalition for Juvenile Justice were purchased with TEF funds.

3. Program Priorities

Program Vice-President Keever announced the following results of the program priority setting exercise:

Primary: Energy, Apportionment, Water, Public School Finance,  
Land Use, and Voting Rights/Election Laws

Secondary: Administration of Justice, Welfare-food stamps,  
Education, Employment, and Solid Waste

Tertiary: Air, Housing, Modernizing State Government, Urban  
Crisis, and Financing State Government

4. Political Action Committee Report

Program Vice President Keever discussed possible ballot issues in November. Midland League made a contribution to the political action fund and started a collection which netted \$231.52 for our fall campaign.



SECONDARY PLENARY SESSION continued

5. Adoption of the Budget

Nancy Newton, LWV-Waco Area, MOVED to amend the budget by eliminating S. 11. Mailings to Local League Presidents - \$1800 and asking local Leagues to purchase this mailing. FAILED for lack of a second.

Jane Dunatchik, Beaumont League, requested that the state board consider eliminating the state VOTER or publishing fewer issues.

Jeanette Vanderwater MOVED adoption of the LWV-T budget as amended. SECONDED and CARRIED. (Copy attached)

6. "I Wish the League Would...."

President Clark opened the floor to delegates and observers to make suggestions for improving the League. The board will review comments and implement changes wherever possible.

7. Voters Service/Citizen Information Media Event

Public Relations Vice President Clem and Sallie Kelz with the High Noon Agency, the senior public relations seminar at the University of Texas at Austin, showed the videotape public service announcement featuring Barbara Jordan urging everyone to vote. This videotape has been sent to nineteen local television stations to be used prior to any election. Kelz discussed the Agency's recommendations for future local League public relations activities. (Copy attached)

The secondary plenary session adjourned for lunch at 11:30 A.M. Following lunch the state board members presented the "Primary Forum Follies", a skit on the political candidates written and directed by Public Relations Vice-President Toni Clem. The plenary session reconvened at 12:45 P.M.

8. Resolutions Committee Report

Janet Imhoff of Sherman, chair of the Resolutions Committee, MOVED that the following courtesy resolution be adopted:

WHEREAS this is the 60th anniversary of the founding of the League of Women Voters, and

WHEREAS the League of Women Voters of Waco has worked diligently and faithfully to provide this springtime atmosphere for the rejuvenation of our spirits, and

WHEREAS the Brazos River and all it's historic mystique was so uniquely displayed, and

WHEREAS most of us have never before seen a suspension bridge from underneath;



SECONDARY PLENARY SESSION continued

8. Resolutions Committee Report continued

THEREFORE be it resolved that all participants of the 1980 Council gratefully express our thanks to Waco, the "Heart of Texas" League, for a warm -- ((personally and weatherwise) -- smoothly-run, wonderful weekend.

The motion CARRIED.

9. Adjournment

There being no further business, the Council adjourned at 1:00 p.m.

Catherine Gordon  
Secretary



LEAGUE OF WOMEN VOTERS OF TEXAS

ADOPTED BUDGET 1980 - 1981

INCOME

<b>A. Support</b>			
1. Local League Support	\$ 26,609		Based upon a per-member-payment of \$7.50, with a league minimum of \$250.
2. State Unit Support			
a. Member Dues	1,800		Ninety at \$20 each.
b. Finance Effort	450		Six units at \$75 each.
3. Dues, Members at Large	600		Thirty at \$20 each.
4. Contributing Member Support	25		Fund raising effort by national.
Sub-Total A	\$ 29,484		
<b>B. Interest on Savings</b>			
	\$ 1,400		Interest on money in savings accounts.
<b>C. Sale of Publications</b>			
1. DPM s	\$ 1,800		Ninety at \$20 each.
2. Standing Orders	1,400		Two hundred at \$7 each.
3. Publications on Hand	600		Sale of publications from previous years.
4. Legislative Newsletters	800		Subscriptions to newsletters.
5. Advocacy Papers	300		Sale of papers on selected issues.
Sub-Total C	\$ 4,900		
<b>D. Contributions</b>			
1. Member Cash	\$ 50		Contributions by league members.
2. State Fund Raising	9,150		Non-member contributions, before sharing with local leagues.
Sub-Total D	\$ 9,200		
<b>E. Contractual Services</b>			
	\$ 3,025		Election night reporting for ABC.
<b>F. State Convention, 1981</b>			
	\$ 9,800		Receipts of convention: registration fees, meals, tours.
<b>G. In-Kind Assistance</b>			
1. Outside Professionals	\$ 2,000		Public relations firm and auditor.
2. Board Members	1,250		Can be any league activity.
Sub-Total G	\$ 3,250		
<b>H. Money Raiser at Convention</b>			
	\$ 500		Specific project to be announced.
<b>I. From Reserves</b>			
1. Withdrawals	\$ 3,500		A one-time-only way of balancing the budget.
2. Transferred to TEF	(3,070)		
Sub-Total I	\$ 430		
<b>TOTAL INCOME</b>		\$ 61,989	



## LWV-T ADOPTED BUDGET 1980-81 (cont'd)

EXPENSES

## N. State Office

1. Equipment Maintenance	\$ 750	Maintenance of mimeo, typewriters, postage meter, postage scale, mail machine, and other equipment.
2. General Supplies	1,750	Supplies not charged to a specific budget item.
3. Postage	1,200	Postage not charged to a specific budget item.
4. Telephone	1,000	All phone calls except high-cost LD calls charged elsewhere.
5. Insurance	225	Premium on fire, liability, bonding, burglary, & workman's comp.
6. Rent	4,903	Rental of office space and parking.
7. Salaries	14,160	Salary for a full-time executive secretary and part-time assistant.
8. Payroll Taxes	1,072	Social security and unemployment taxes, state and federal.
9. Audit and Tax Reports	375	
10. Equipment Purchases	0	
11. Office Overhead	(2,500)	Difference between actual supply cost and amount charged elsewhere.
12. TEF Reimbursement	(2,519)	One-third of items N1 through N11.
Sub-Total N	\$ 15,416	

## O. Board and Administrative

1. President		
a. Travel, per diem, & Representation	\$ 800	Trips to state office and other trips on league business.
b. Secretarial Assistance	0	
c. Telephone	800	League phone in President's home.
d. Postage & Supplies	150	
2. Treasurer	300	LD phone calls, supplies, & postage.
3. Board of Directors		
a. Tools	450	National DPMs, etc. for board members
b. Board Meetings, June	1,350	Summer Retreat.
Nov. & Jan.	2,552	Each held at Rather House.
March	1,826	Held with Convention in Beaumont.
c. Administration	125	Misc. board expenses not charged elsewhere.
d. Mailings to Board	1,500	Weekly mailings from state office.
4. Administrative Committees		
a. Budget	300	Expenses of six members, one meeting.
b. Development	900	Shared 50% with TEF.
c. Interim Committees	300	Ad hoc and executive com. meetings.
d. Nominating	350	Expenses of members, one meeting.
5. LWV-TEF Reimbursement	(3,934)	One-third of all items except Development and Nominating.
Sub-Total O	\$ 7,769	

## P. Council/Convention

1. National Council, 1981	\$ 1,100	Expenses of two members to council.
2. State Convention, 1981	9,800	All Convention Costs, including expenses of budget chair, nominating chair, others invited by SB, & self-supporting meals and tours. No expenses of SB members.
	\$ 10,900	



LOCAL LEAGUE SUPPORT FOR 1980-81 BUDGET

<u>League</u>	<u>Membership</u>		<u>PMP</u>	<u>League</u>	<u>Membership</u>		<u>PMP</u>
	<u>1/1/79</u>	<u>1/1/80</u>			<u>1/1/79</u>	<u>1/1/80</u>	
Abilene	41	44	\$ 330.00	Lubbock	126	133	\$ 997.50
Amarillo	65	39	292.50	Marshall/Harrison County	38	38	285.00
Austin	263	230	1,725.00	Midland	62	53	397.50
Bay Area *	59	71	506.00	Odessa	34	29	250.00
Baytown	44	44	330.00	Orange Area *	35	42	299.00
Beaumont*	139	158	1,126.00	Pearland Area	33	29	250.00
Brazos County	79	80	600.00	Plano *	23	27	237.00
Brownsville	32	24	250.00	Richardson	39	31	250.00
Corpus Christi *	110	124	883.50	Rockwall County	41	39	292.50
Dallas Area	439	389	2,917.50	San Antonio Area *	140	163	1,161.00
Denton	90	81	607.50	San Marcos	45	40	300.00
Edinburgh/McAllen	23	23	250.00	Sherman	110	113	847.50
El Paso *	55	62	442.00	Tarrant County	204	194	1,455.00
Gainesville *	16	22	237.00	Temple Area	57	47	352.50
Galveston *	166	185	1,318.00	Tyler *	32	35	249.00
Harlingen	17	17	250.00	Victoria *	80	92	655.50
Houston Area	612	600	4,500.00	Waco Area	105	86	645.00
Irving *	75	87	620.00	Wichita Falls	49	33	250.00
Lamar County	42	21	250.00	TOTAL	3,578	3,523	\$26,609.00

Twelve leagues, those with stars beside the name, are eligible for the "TEN-FIVE, GOOD BUDDY" award. This means that the calculated PMP has been reduced by 5%. In three cases the reduction means that the calculated PMP is less than the \$250 league minimum. This is in accordance with the policy adopted by the board at the May meeting. Garland disbanded about one year ago.



EXPENSES (cont'd)

## Q. National Services

1. MAL Per Member Payment	\$ 315
2. State Unit Members, PMP	945
Sub-Total Q	\$ <u>1,260</u>

Thirty at \$10.50 each.  
Ninety at \$10.50 each.

## R. Public Relations

1. Vice-President's Expense	\$ 175
2. Projects	100
3. VOTER	3,614
4. LWV-TEF Reimbursement	(1,445)
5. PSA slides	75
6. Publications	
a. Chair's Expense	25
b. DPM s	1,500
c. Standing Orders	1,200
d. Publications on Hand	200
e. Legislative Newsletters	900
f. Advocacy Papers	400
Sub-Total R	\$ <u>6,744</u>

Travel, phone, and supplies.  
Public relations conselling.  
Four issues with two mailing list updates. Forty percent paid by TEF. Those which cannot be paid by TEF.

Matched by income, see item C1.  
Matched by income, see item C2.  
Distribution costs.  
Newsletter mailed first class during legislative session.  
Papers on selected issues and a priority flyer.

## S. Organization

1. Vice President's Expense	\$ 225
2. Field Service	1,700
3. Workshops	200
4. New Leagues and New Units	90
5. Membership	250
6. Provisional Leagues	0
7. State Unit Support	600
8. Mailings to members of State Units	540
9. Mailings to M-A-L	210
10. Mailings to LL Presidents	1,800
11. LWV-TEF Reimbursement	(630)
Sub-Total S	\$ <u>4,985</u>

Travel, phone, and supplies.  
Representatives, director, & special consultants.  
President's Workshop.

(Amended by board in May to provide for new provisional league.)  
Leadership materials.  
Ninety at \$6 each.  
Thirty at \$7 each.  
Ten monthly mailings.  
One-fifth of items S7, S8, S9, & S10.

## T. Program

1. Vice-President's Expense	\$ 450
2. Program Action	1,950
3. Coalitions	50
Sub-Total T	\$ <u>2,450</u>

Travel, phone, and supplies.  
Expenses of program chairs.  
Dues to other organizations.

## U. Legislative Office

1. Legislative Lobbyist	\$ 1,500
2. Legislative Secretary	2,795
3. Legislative Day	300
4. Telephone	450
5. UT Students	100
6. Supplies and Postage	350
7. Blue Book	25
8. Capitol Corp	50
9. Additional Parking	100
Sub-Total U	\$ <u>5,670</u>

Expenses of the Director.  
Salary & payroll taxes for five months.  
Expenses of day, including cost of board members attending, less income.

Out-of-pocket expenses.

Out-of-pocket expenses.

## V. In-Kind Assistance

\$ 3,250

Donations by professionals & board members.

## W. Contractual Services

\$ 625

Director's Salary

## X. LL Share of State Fund Raising

\$ 2,920

Percentage determined by state policy.

## TOTAL EXPENSES

\$ 61,989



## PUBLIC RELATIONS CORE

Suggestions from the High Noon Agency for future consideration, projects, etc.:

1. Have membership drives as close to election dates as possible -- when voter interest is high and League visibility is greatest.
2. Increase communication with 18-24-year-old age bracket -- both voter registration drives and membership campaigns.
3. Get a person of high stature like Jesse Jackson to speak to a large high school audience on the importance of political participation. Capitalize on publicity opportunities.
4. Place LWV logo on maps or precinct voting information. Distribute League literature around election time.
5. Issue voting information and procedures, especially in Spanish, and demonstrate voting machines (take machines into minority areas).
6. Attempt to get in on Boys' and Girls' State, also mock elections at schools. Distribute League literature at these times stressing the importance of political participation.
7. Have prominent and popular Texas legislators speak to groups of same.
8. Have a continuous public service radio campaign, e.g. "Get Involved," "Ask the League," "Join the League," etc.
9. Establish/revive "Speakers Bureau".
10. Establish/revive slide programs.
11. Stress fact in all publicity that people who are concerned about issues can get facts from the League.
12. Use "average" Leaguers to combat stereotyped images in publicity activities.
13. Book Speakers Bureau into college lunch seminars (where % of voter population is low.)
14. Maximize publicity with male members and younger members, also very old members -- as examples of cross-section group.
15. Have bring-a-friend meetings; even if they don't join, you get favorable attitudes and understanding.
16. Consider having actual attitude research done -- if you feel image problem is severe. Actual facts will give a good basis from which to work and evaluate.
17. Strive for 18-25 age membership. If possible, establish some kind of "associate" memberships -- \$10 for college, \$7 for high school.
18. Don't ever allude to a possible image problem -- just present the correct one.



# COUNCIL

LEAGUE OF WOMEN VOTERS OF TEXAS

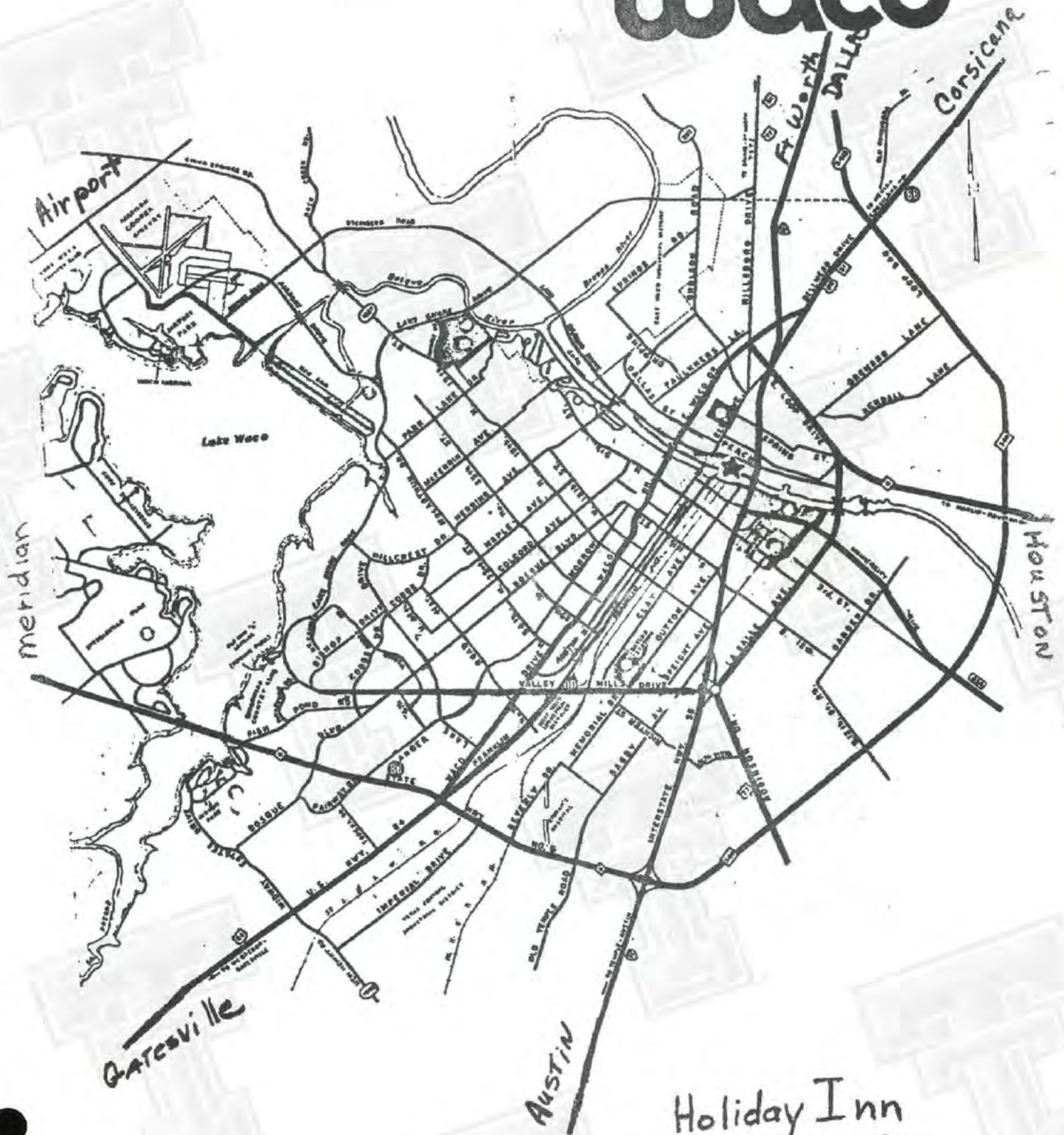
## WORKBOOK

WACO, TEXAS, APRIL 19-20, 1980





# Waco



Holiday Inn  
Southwest corner Lake Brazos Dr. +  
I.-35



SUGGESTED RESTAURANTS

The Cathay House Chinese food  
1009 Wooded Acres  
11:00 A.M. - 10:00 P.M.

Pelican's Restaurant  
601 Lake Brazos Dr.  
11:00 - 2:00 lunch  
5:00 - 10:30 dinner

The Waterworks  
101 Mill Drive (close to Lake Brazos Dr.)  
11:00 - 10:30 P.M.

Rommie's Our Town  
3720 Franklin  
11:00 A.M. - 12:00 P.M.

Brazos Landing  
1-35 at Brazos River  
11:00 A.M. - 2:00 P.M. lunch  
5:00 - 10:30 P.M. dinner

Giovanni's Italian Restaurant  
801 Wooded Acres  
11:00 A.M. - 12:00 P.M.

Kitok (Korean-American)  
1815 N. 18th

Nick's Restaurant  
4508 W. Waco Drive  
5:00 - 10:30 P.M.

Surf and Sirloin  
2803 Franklin  
11:00 - 10:00 P.M.

Our House Delicatessen  
541 Westview Village  
11:00 A.M. - 11:00 P.M.



LEAGUE OF WOMEN VOTERS OF TEXAS

COUNCIL WORKBOOK

APRIL 1980

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INTRODUCTION

When the 16th Biennial Council meets in Waco, April 19, 1980, the delegates will:

CONSIDER AND ADOPT A BUDGET FOR THE 1980-1981 LEAGUE YEAR

: Budgets are the framework for establishing priorities and goals. 1981 is a legislative year, expensive but vital for carrying forward League action. Does the proposed budget reflect the way you wish state funds allocated? Review the Texas Education Fund budget too, although it is not adopted by the delegates, but by the Trustees at their May meeting.

DISCUSS PROGRAM

: Time has been set aside for small group discussions on program issues. After reviewing the enclosed program reports, come prepared to discuss priorities for the legislative session. There will be time after dinner on Saturday night to caucus on public school finance and other issues as you desire.

LEARN NEW LEADERSHIP, MEMBERSHIP, AND PROGRAM TECHNIQUES

: Plan to come a day early to participate in the Leadership Skills, Membership, and Program Management workshops directed by national board and staff members.

SEE AND HEAR ABOUT THE LATEST IN VOTERS SERVICE AND PR

: Jeanette Davis and Toni Clem will preview videotapes and other new tools.

REVIEW NATIONAL CONVENTION ISSUES

: This session will be conducted by the national board and staff members present.

ENJOY THE WHOLE EXPERIENCE

: This will be an opportunity to see old League friends and make new ones. The state board looks forward to meeting you at a reception around the pool before dinner Saturday night. There will be a chance to speak your mind at an "I Wish the League Would. . ." time during the final session Sunday morning. The Waco League especially invites you to participate in the Riverboat ride and lunch on Saturday between 11:30 and 1:15. Sunday lunch will feature something special by PR Vice President Toni Clem.

: The usual convention rules apply to all business sessions. Only delegates have the privilege of the floor; no one may speak twice until all who wish to speak have been heard. During all sessions, observers may sit with delegates but may not vote. Observers may participate fully in workshops and discussions and may speak during the "I Wish the League Would. . ." portion of the program. (Observers include local League members (other than the two official delegates), state unit members, and members at large. (Smokers are invited to use the corridor outside the meeting room.)

The registration fee for delegates is \$22.00 and \$16.00 for observers. There will be no travel equalization.

Welcome to Waco!!



COUNCIL WORKBOOK  
April, 1980

AGENDA  
STATE COUNCIL '80  
HOLIDAY INN WACO, TEXAS  
APRIL 19-20, 1980

FRIDAY, APRIL 18

10:00 - 5:00 P.M.	REGISTRATION	LOBBY
1:00 - 5:00 P.M.	LEADERSHIP SKILLS WORKSHOP	See bulletin board in lobby for location of all meetings
	DINNER ON YOUR OWN	
7:30 - 10:00 P.M.	MEMBERSHIP WORKSHOP OR PROGRAM MANAGEMENT WORKSHOP	

SATURDAY, APRIL 19

8:00 A.M. - 5:00 P.M.	REGISTRATION	LOBBY
8:30 - 11:00 A.M.	MEMBERSHIP OR PROGRAM MANAGEMENT WORKSHOPS (repeated)	
11:30 - 1:15 P.M.	LUNCH ON THE RIVERBOAT	LAKE BRAZOS
1:30 - 2:45	FIRST COUNCIL SESSION Call to Order Welcome Nancy Newton, President, LWV-Waco Mayor of Waco Organization of Council Introductions <i>roll call</i> Minutes of Council '78 Treasurer's Report President's Report Budget Presentation & Discussion	MAIN MEETING ROOM
2:45 - 3:00	BREAK	
3:00 - 3:40	PROGRAM DIRECTION EXCHANGES	Rooms to be announced
3:50 - 4:30	PROGRAM DIRECTION FINALE	MAIN MEETING ROOM
4:40 - 5:30	NATIONAL CONVENTION BRIEFING Madeleine Appel Diana Clark Laura Keever Fumi Sugihara	
5:30 - 6:30	BREAK	

- more -



AGENDA (cont.)

SATURDAY, APRIL 19

6:30 - 7:30 P.M.

STATE BOARD RECEPTION - Cash bar AROUND THE POOL

7:30 - 9:30

DINNER

Iola Johnson, TV Newswoman,  
Speaker

MAIN MEETING ROOM

9:30 - 10:30

CAUCUS - Public School Finance  
Others to be announced

SUNDAY, APRIL 20

8:00 - 9:00 A.M.

PRESIDENTS' BREAKFAST

OR

BREAKFAST ON YOUR OWN

PIPERS

(Motel restaurant)

9:15 - 10:30

SECOND COUNCIL SESSION

MAIN MEETING ROOM

Texas Education Fund Report  
Political Action Committee Report  
Adoption of LWV-T Budget  
"I Wish the League Would. . ."

10:30 - 11:30

VOTERS SERVICE/CITIZEN INFORMATION  
Media Event

11:30 - 11:45

BREAK

11:45 - 2:00

BUFFET LUNCH  
SURPRISE EXTRAVAGANZA - Toni Clem & Co.

2:00 P.M.

ADJOURN



OFFICERS AND DIRECTORS/TRUSTEES  
1979-1980

Diana Clark, President/Chair, TEF  
[REDACTED]

Laura Keever, Program Vice-Pres.  
[REDACTED]

Beth Brown, Organization Vice-Pres., Field Service,  
Bylaws Chair  
[REDACTED]

Toni Clem, Public Relations Vice-Pres.  
[REDACTED]

Evelyn Lord, Vice-Chair, TEF; Development  
[REDACTED]

Catherine Gordon, Secretary - LWV-Texas & LWV-TEF  
[REDACTED]

Ethel Sturgis, Treasurer -LWV-Texas & LWV-TEF  
[REDACTED]

DIRECTORS/TRUSTEES

Nancy Bene, Publications  
[REDACTED]

Lois Carpenter, Admin. of Justice  
[REDACTED]

Caroline Chamblin, Government  
[REDACTED]

Jeanette Davis, VS/Ct  
[REDACTED]

Brenda Gehan, Human Resources: Welfare reform, Food  
Stamps, Medicaid, Daycare & children, Employment  
[REDACTED]

Catherine Perrine, Water  
[REDACTED]

Nancy Price, Texas VOTER  
[REDACTED]

Martha Sarles, Membership  
[REDACTED]



Directors/Trustees (cont.)

Isabel Miller, Energy  
[REDACTED]

Judith Swift, Human Resources: Housing, Education,  
Revenue Sharing, Urban Crisis  
[REDACTED]

NOMINATING COMMITTEE

Helen Hunter, Chair  
[REDACTED]

Frances Emery  
[REDACTED]

Barbara Materka  
[REDACTED]

BUDGET COMMITTEE

\*\*Jeanette Vanderwater, Chair  
[REDACTED]

STATE OFFICE STAFF

\*\*Joann Lovelace  
[REDACTED]

\*\*Margit Anderson, Assistant Secretary

NATIONAL OFFICE

League of Women Voters of U.S.  
[REDACTED]

\*\* It is not necessary to send local VOTERS to the starred names.



LOCAL LEAGUE PRESIDENTS

<u>League</u>	<u>President</u>	<u>Address</u>	<u>Telephone</u>
ABILENE	Kay Dillard		
AMARILLO	Francis Smith		
AUSTIN	Barbara Nobles		
BAY AREA	Jill Hays		
BAYTOWN	Dina Stucker		
BEAUMONT	Lura Burns		
BRAZOS COUNTY	Kathleen Kenefick		
BROWNSVILLE	Rachel Perelman		
CORPUS CHRISTI	Margie Morrill		
DALLAS	Lucy Polter		
DENTON	Jo Montague		
EDINBURG/MCALLEN	Penny McLeaish		
EL PASO	Sandy Scarboro		
GAINESVILLE	Sue Leonard		
GALVESTON	Olivia Meyer		
HARLINGEN	Alice Lykes		
HOUSTON AREA	Lynn Johnson		
IRVING	Carol Bell		
LAMAR COUNTY	Bobbie Parson		
LUBBOCK	Darline Buckberry		
MARSHALL/HARRISON CO.	Ann Yappen		
MIDLAND	Charleen Rosebery		
ODESSA	Karen Storey		
ORANGE AREA	Gayle Batchelor		
PEARLAND AREA	Betty Clemens		
PLANO	*Meg Titus		
RICHARDSON	Shirley Holland		
ROCKWALL CO.	Evelyn Wallace		
SAN ANTONIO AREA	Jerry Ursin		
SAN MARCOS	Carol Pino		
SHERMAN	Joyce Robinson		
TARRANT COUNTY	Georgia Kidwell		
TEMPLE AREA	Ginger Bailey		
TYLER	Lucy Roush		
VICTORIA	Carol Badgley		
WACO AREA	Nancy Newton		
WICHITA FALLS	Judy Boulware		

STA

Chairperson

CLEBURNE	Shirley Reynolds
MONTGOMERY COUNTY	Karen Shaw
PASADENA	Ruth Jobes
ROUND ROCK	Marge Wellman
KERRVILLE	Hank Evans
PORT LAVACA	Tina Baron

\* Interim President



## 1979-80 PROFILE OF TEXAS LEAGUES\*

League	Date Org.	Population	Miles From State Office	Dues	Membership		Budget	DPMS	Standing Orders	Attendance at State Convention
					1-79	1-80				
Abilene	1952	105,000	216	\$15.00	41	44	\$ 3,774.32	3	5	x
Amarillo	1951	150,000	485	20.00	65	39	3,952.00	2	0	x
Austin	1919	400,000		22.50	263	230	15,505.00	2	15	x
Bay Area	1965	45,000	190	18.00	59	71**	3,330.00	2	0	x
Baytown	1954	55,000	190	15.00	44	44	2,516.20	2	0	x
Beaumont	1947	125,600	247	15.00	139	158**	8,060.00	1	16	x
Brazos County	1966	110,000	103	17.50	79	80	4,127.00	2	0	x
Brownsville	1949	60,000	331	18.00	32	38**	2,170.00	2	1	x
Corpus Christi	1945	125,000	194	15.00	110	124**	6,125.00	4	1	x
Dallas	1938	900,000	202	18.00	439	389	27,844.50	6	17	x
Denton	1961	120,000	232	20.00	90	81	8,130.00	4	2	x
Edinburg/McAllen	1949	70,000	304	17.50	32	23	1,820.00	2	2	x
El Paso	1919	400,000	583	20.00	55	62**	2,980.00	5	0	x
Gainesville	1977	15,000	256	20.00	16	22**	970.00	1	1	x
Galveston	1919	70,000	208	17.50	166	185**	8,547.00	4	14	x
Harlingen	1952	30,000	309	12.00	17	17				x
Houston Area	1919	2,316,000	162	20.00	612	600	35,115.00	8	16	x
							29,587.00			
Irving	1959	117,000	210	15.00	75	87**	8,670.00	4	8	x
Lubbock	1952	200,000	377	18.00	126	133	6,450.00	4	19	x
Marshall/Harrison Co.	1978	45,000	281	25.00	38	38	2,004.00			x
Midland	1941	85,000	305	20.00	62	53	7,449.00	2	10	x
Odessa	1952	100,000	339	20.00	34	29	1,160.00	0	5	x
Orange Area	1974	35,000	263	20.00	35	42**	2,250.00	2	1	x
Pearland Area	1972	12,000	185	17.00	33	29	1,295.00	2	1	x
Plano	1976	60,000	225	18.00	23	27**	3,817.99	4	1	x
Richardson	1961	75,000	218	15.00	39	31	2,748.00	1	5	x
Rockwall County	1979	7,000	230	20.00	41	39	1,915.00	2	1	x
San Antonio Area	1919	1,000,000	80	20.00	140	163**	12,350.00	0	1	x
San Marcos	1962	30,000	31	15.00	45	40	1,990.00	3	0	x
Sherman	1973	30,000	268	15.00	110	113	6,555.95	2	10	x
Tarrant County	1941	875,000	192	20.00	204	194	20,175.00	7	0	x
Temple Area	1977	45,000	69	20.00	57	47	2,555.00	3	1	x
Tyler	1951	100,000	226	20.00	32	35**	1,966.00			x
Victoria	1955	58,500	123	20.00	80	92**	4,680.00	3	10	x
Waco Area	1949	100,000	106	18.50	105	86	4,292.50	3	6	x
Wichita Falls	1950	100,000	284	18.00	49	33	3,830.00	3	0	x
					3587	3518				

\*Available Information

\*\*Ten-Five, Good Buddy



LEAGUE OF WOMEN VOTERS OF TEXAS  
LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
BUDGETS FOR 1980 - 81

On the following five pages are the budgets for the League of Women Voters of Texas and for the League of Women Voters of Texas Education Fund. The TEF budget will be adopted by the State Board of Trustees. It is included here for information only. The budget for the LWV-Texas is very dependent upon the TEF budget since much of the money comes from TEF in the form of "Office Overhead" and costs of the Board of Trustees. For this reason the two budgets must be dealt with as one. The Council delegates adopt the budget for the League of Women Voters of Texas.

The budgets were drafted by the budget committee in November. Bringing the budgets into balance was a very difficult task as the committee's projections of income fell far short of the projections of expenses. Each member of the committee found herself in a position of making concessions that she was very reluctant to make. The budgets, balanced by the committee, were reviewed by the state board at their meeting in January. At that time the board recommended the LWV-T budget for Council consideration.

Financial support for the LWV-T and TEF comes from many sources, with outside contributions and local League support being the largest. Local League support for fiscal 1980-81 shows a drop of almost \$1,000 due to an overall loss of members. The estimate for outside contributions has been raised. The board feels that these figures are realistic with substantial fund raising efforts. Many local Leaguers will need to help the state board in order that these fund raising goals are met.

Publications will make a small profit but will not be real fund raisers. There are philosophical differences among League members: some feel that publications should be free or at little cost while others feel they could be a source of funds. The committee discussed this at some length and compromised by allowing for the small profit shown here. The board agreed with this approach.

On the expense side, most Leagues will be unhappy with some of the cuts that had to be made. Will the state board be able to transact its business for an entire year in just four meetings? Is it wise to cut the area of public relations, including voter service, to little but the VOTER and publications which will be sold? Are Leagues which need help going to get it in view of the cuts in the organization portion? Should the League continue to operate a legislative office without a paid lobbyist? How to allocate available resources was an extremely difficult task and Leagues need to come to Council prepared to deal with the questions raised above.

Even with all the cutbacks, drastic as they are, neither the budget committee nor the board sees any way to balance the budgets without a withdrawal from reserves. This is a strictly one-time-only solution to the financial situation of the state League. Changes need to be made so that our resources somehow match the operational needs of the League.

Each local League needs to study these budgets very carefully. Be sure to read the VOTER article in March. If any delegate has questions concerning any line item, please contact the budget chairperson.

THE BUDGET COMMITTEE

Jeanette Vanderwater, Chair; Diana Clark, Laura Keever, Evelyn Lord, Nancy Newton, Connie Nyquist, Nancy Price, Ethel Sturgis.



LEAGUE OF WOMEN VOTERS OF TEXAS  
RECOMMENDED BUDGET: JUNE 1, 1980 - MAY 31, 1981

INCOME	ACTUAL 1978-79	BUDGET 1979-80	RECOMMENDED 1980-81	EXPLANATION
<b>A. Support</b>				
1. Local League	\$27,467.00	\$27,580	\$26,380 <sup>609</sup>	About 90% of the support item for LWV-Texas comes from the local leagues through the per member payment of \$7.50, with a league minimum of \$250. Members at large and members of state units pay annual dues of \$20 with \$10.50 going to national as P.M.P., see item Q. State units are expected to conduct finance drives and send one-fourth of the funds raised to the state league. Texas has gotten money from national for one contributing member.
2. State Unit Support				
a. Member Dues	1,240.00	940	1,800	
b. Finance Effort	268.00	400	450	
3. Dues, Members at Large	645.00	680	600	
4. From National	0	95	25	Income from sale of all publications is offset by the costs of production and distribution, see item R6. DPM's are sold for \$20 each and Standing Orders for \$7. Since this is a legislative year, Legislative Newsletters will be produced and sold. It is also planned that Advocacy Papers will be produced and sold.
Sub-Total A	\$29,620.00	\$29,695	\$29,255	
<b>B. Interest On Savings</b>	\$ 743.37	\$ 600	\$1,400	
<b>C. Sale of Publications</b>				
1. DPM's	\$1,872.00	\$1,800	\$1,800	
2. Standing Orders	1,358.00	1,400	1,400	All non-member contributions are shared with the local leagues according to policy guidelines, see item X. We expect some contributions to LWV-T from league members.
3. Publications on Hand	2,165.07	800	600	
4. Legislative Newsletters	568.67	-	800	
5. Advocacy Papers	293.40	-	300	
Sub-Total C	\$6,257.14	\$4,000	\$4,900	
<b>D. Contributions</b>				There should be election night reporting for the general election, Nov. 1980. See item, W1. Convention fees are matched by item P2. There is no Council in fiscal 80-81.
1. Member Cash	\$ 18.00	\$ 50	\$ 50	
2. State Fund Raising, non-mem.	7,335.63	6,875	9,150	
Sub-Total D	\$7,353.63	\$6,925	\$9,200	
<b>E. Contractual Services</b>	\$3,197.77	\$ 0	\$2,825	
<b>F. Convention/Council</b>	\$9,875.47	\$3,000	\$9,800	Outside assistance is from the auditor and a public relations firm. Donations by members, usually board, can be for any league activity.
<b>G. In-Kind Assistance</b>				
1. Outside Professionals	\$1,526.00	\$2,500	\$2,000	
2. League Members	1,252.17	-	1,250	
Sub-Total G	\$2,778.17	\$2,500	\$3,250	
<b>H. Money Raiser at Convention</b>	\$ 0	\$ 0	\$ 500	Project will be announced prior to 1981 Convention.
<b>I. From Reserves</b>				Use of "Reserve Fund" is a one-time-only way of balancing the budget. It should not be repeated.
1. Withdrawals	\$ 0	\$3,642	\$3,500	
2. Transferred to TEF	0	0	(3,070)	
Sub-Total I	\$ 0	\$3,642	\$ 430	
<b>Unbudgeted</b>	\$ 231.34			
<b>TOTAL INCOME</b>	\$60,056.89	\$50,362	\$61,560	



LEAGUE OF WOMEN VOTERS OF TEXAS  
RECOMMENDED BUDGET: JUNE 1, 1980 - MAY 31, 1981

EXPENSES	ACTUAL 1978-79	BUDGET 1979-80	RECOMMENDED 1980-81	EXPLANATION
N. State Office				Postage and high-cost telephone calls are charged to other items as used and at cost. Printing is charged to other items at 6¢ per page and the difference between that and the actual supply cost is the Office Overhead, item N11. No equipment purchases are anticipated and maintenance of existing equipment is allowed for in item N1. A raise for both the Executive Secretary and the part-time Clerk-Typist is planned. Insurance includes policies for fire, liability, burglary, Workman's Comp., and bonding for financial officers. One-third of items N1 through N11 is paid by TEF.
1. Equipment Maintenance	\$ 676.78	\$ 655	\$ 750	
2. General Supplies	2,506.97	1,500	1,750	
3. Postage	862.06	1,500	1,200	
4. Telephone	1,024.69	1,000	1,000	
5. Insurance	167.67	190	225	
6. Rent	2,760.00	4,176	4,524	
7. Salaries	10,797.25	12,242	14,160	
8. Payroll Taxes	1,154.19	1,363	1,072	
9. Audit & Tax Reports	250.00	375	375	
10. Equipment Purchases	1,514.75	50	0	
11. Office Overhead	(4,783.60)	(3,000)	(2,500)	
12. TEF Reimbursement	(4,883.95)	(6,423)	(7,519)	
Sub-Total N	\$12,046.81	\$13,628	\$15,037	
O. Board and Administrative				The largest item here is 3b, board meetings, one less than last year. Funds for travel, food, lodging, and child care are included for 18 board members and 1 staff for the board meetings and for Convention, Spring 1981. Funds for the president include travel, visits to the state office, a league phone in her home, and incidentals. The budget committee, cut to six members, is allowed travel and food for one meeting which cannot be held in conjunction with a board meeting. The nominating committee is allowed travel and food for one meeting. All costs of development are included here. One-third of most of the items in O is paid by TEF.
1. President	\$1,268.32	\$2,020	\$1,750	
2. Treasurer	310.28	275	300	
3. Board of Directors				
a. Tools and Training	446.10	1,133	450	
b. Board Meetings (4)	6,826.09	6,443	5,728	
c. Administration	137.28	200	125	
d. Mailings to Board	1,707.48	1,500	1,500	
4. Administrative Committees				
a. Budget	223.77	211	300	
b. Development	77.32	250	900	
c. Interim Committees	237.54	300	300	
d. Nominating	596.62	142	350	
5. LWV-TEF Reimbursement	(3,715.81)	(4,011)	(3,934)	
Sub-Total O	\$8,114.99	\$8,463	\$7,769	
P. Convention/Council				Convention expenses include: self supporting meals and tours; travel, food, and lodging for budget and nominating chairs and others invited by the state board. Two delegates will represent LWV-T at Council in Washington, D.C.
1. 1980 Council & Nat'l Conv.	\$ 23.50	\$4,450	\$ 0	
2. 1981 State Convention	9,623.17	-	9,800	
3. 1981 National Council	949.98	-	1,100	
Sub-Total P	\$10,596.65	\$4,450	\$10,900	
Q. National Services				Per member payment, \$10.50 to national, for state unit members and members at large, both based upon membership count as of Jan. 1, 1980.
1. M-A-L PMP	\$ 207.00	\$ 340	\$ 315	
2. State Unit PMP	675.00	470	945	
Sub-Total Q	\$ 882.00	\$ 810	\$1,260	



LEAGUE OF WOMEN VOTERS OF TEXAS  
RECOMMENDED BUDGET: JUNE 1, 1980 - MAY 31, 1981

EXPENSES	ACTUAL 1978-79	BUDGET 1979-80	RECOMMENDED 1980-81	EXPLANATION
<b>R. Public Relations</b>				
1. Vice President's Expense	\$ 90.34	\$ 150	\$ 175	Four issues of the VOTER will be mailed to every member with the mailing list being up-dated twice. Forty percent of the cost will be paid by TEF. DPM's and Standing Orders are sent to the local leagues by subscription. The cost of such publications has been reduced from last year. Legislative newsletters will be produced and mailed first class during the legislative session. Advocacy papers and a priority flyer will be prepared on action issues.
2. Projects	63.06	0	100	
3. VOTER	3,104.88	3,230	3,614	
4. LWV-TEF Reimbursement	( 749.85)	(1,292)	(1,445)	
5. PSA Slides	0	100	75	
6. Publications a. Chair	0	0	25	
b. DPMs	1,267.58	1,800	1,500	
c. Standing Orders	907.47	1,400	1,200	
d. Publications on Hand	2,492.28	2,330	200	
e. Legislative Newsletters	876.60	70	900	
f. Advocacy Papers (6)	-	-	400	
Sub-Total R	<u>\$8,052.36</u>	<u>\$7,788</u>	<u>\$6,744</u>	
<b>S. Organization</b>				
1. Vice President's Expense	\$ 222.41	\$ 200	\$ 225	A workshop on program management is planned. "Project Outreach" will not be continued. Members at large receive publications from state estimated at \$7 per member. State Unit members each receive \$6 worth of publications, and State Unit leaders also receive leadership materials as outlined in state policy. Local league presidents receive ten monthly mailings, estimated at \$50 per league. Twenty percent of the cost of mailings is paid by TEF.
2. Field Service	1,543.67	2,400	1,700	
3. Workshops	391.34	664	200	
4. "Project Outreach"	208.44	1,000	0	
5. New Leagues and New Units	39.84	100	90	
6. Membership	327.08	250	250	
7. Provisional Leagues	21.35	0	0	
8. State Unit Support	551.03	600	600	
9. Mailings to State Units	53.57	329	540	
10. Mailings to M-A-L	431.05	238	210	
11. Mailings to LL Presidents	1,677.65	1,800	1,800	
12. LWV-TEF Reimbursement	(444.54)	(473)	(630)	
Sub-Total S	<u>\$5,022.89</u>	<u>\$7,108</u>	<u>\$4,985</u>	
<b>T. Program</b>				
1. Vice President's Expense	\$ 220.79	\$ 450	\$ 450	Program action priorities will be determined by state board after direction from Council.
2. Program Action	1,944.10	2,650	1,950	
3. Coalitions	222.00	50	50	
Sub-Total T	<u>\$2,386.89</u>	<u>\$3,150</u>	<u>\$2,450</u>	
<b>U. Legislative Office</b>		\$ 250		
1. Legislative Lobbyist	\$ 55.48		\$1,500	A stipend, including expenses, is included for the Director. A secretary will be hired for five months during the legislative session. Legislative Day is a net figure: the expenses of the day, including that of board members asked to attend, less the income for the day.
2. Legislative Secretary	2,185.14		2,795	
3. Legislative Day	77.02		300	
4. Other	714.39		1,075	
Sub-Total U	<u>\$3,032.03</u>	<u>\$ 250</u>	<u>\$5,670</u>	



LEAGUE OF WOMEN VOTERS OF TEXAS  
RECOMMENDED BUDGET: JUNE 1, 1980 - MAY 31, 1981

<u>EXPENSES</u>	<u>ACTUAL 1978-79</u>	<u>BUDGET 1979-80</u>	<u>RECOMMENDED 1980-81</u>	<u>EXPLANATION</u>
V. In-Kind Assistance	\$2,778.17	\$2,500	\$3,250	Breakdown as to type of donation will be provided in financial reports.
W. Contractual Services	\$ 922.63	\$ 0	\$ 575	This is the salary for the director of election night reporting.
X. LL Share of St. Fund Raising	\$2,195.00	\$2,215	\$2,920	The amount shared is determined by a percentage as outlined in state policy.
Unbudgeted	\$ 121.05			
<b>TOTAL EXPENSES</b>	<b>\$56,151.47</b>	<b>\$50,362</b>	<b>\$61,560</b>	

LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
RECOMMENDED BUDGET: JUNE 1, 1980 - MAY 31, 1981

<u>INCOME</u>	<u>ACTUAL 1978-79</u>	<u>BUDGET 1979-80</u>	<u>RECOMMENDED 1980-81</u>	<u>EXPLANATION</u>
A. Contributions				Most of the contributions, both restricted and unrestricted, from non-members are subject to local league sharing as outlined in state policy. Item A1 is the total after any sharing has been posted to A4. All restricted grants, item A3, are subject to a 5% administrative fee.
1. Unrestricted	\$5,470.00	\$11,422	\$7,050	
2. Tribute Gifts	160.00	600	150	
3. Restricted Cash	12,159.66	63,550	23,500	
4. LL Restricted Funds	11,371.03	10,650	10,650	
Sub-Total A	\$29,160.69	\$86,222	\$41,350	
B. Interest	\$2,793.43	\$2,600	\$3,125	Interest on investments and savings accounts.
C. Administrative Fees				Some local league projects are subject to a 5% administrative fee. All restricted grants obtained by TEF are subject to an administrative fee.
1. Local League Accounts	\$ 337.49	\$ 332	\$ 333	
2. Restricted Grants	0	300	300	
Sub-Total C	\$ 337.49	\$ 632	\$ 633	
D. Sale of publications				Voter Guides will be needed for the November 1980 election, matched by item O1f. The public subscription service is matched by item O1g.
1. Voter Guides	\$2,755.60	\$4,000	\$4,000	
2. Public Subscription Service	413.16	600	200	
Other	572.97	3,300	-	
Sub-Total D	\$3,741.73	\$7,900	\$4,200	
E. Special Fund Raising Event	-	\$1,150	-	
F. In-Kind Assistance	\$4,447.22	\$3,000	\$5,500	This is donations by professionals outside the league and by members of the league.
G. Transfer from LWV-T (Reserves)	-	\$ 300	\$3,070	See LWV-T budget, item I.
Unbudgeted	\$ 17.53			
<b>TOTAL INCOME</b>	<b>\$40,498.09</b>	<b>\$101,804</b>	<b>\$57,878</b>	



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
RECOMMENDED BUDGET: JUNE 1, 1980 - MAY 31, 1981

EXPENSES	ACTUAL 1978-79	BUDGET 1979-80	RECOMMENDED 1980-81	EXPLANATION
N. Shared Services & Administrative				
1. Shared Services				
a. Office Overhead	\$4,895.15	\$6,423	\$7,519	A portion of LWV-T, items N, O, R3, and S8 through S11, is paid with TEF funds based upon time spent or type of materials sent. Direct cost of supervision of local league accounts is included in item N2.
b. Trustees' Meetings, etc.	3,715.81	4,011	3,934	
c. VOTER	749.85	1,292	1,445	
d. Mailings to LLP, SU, & MAL	444.54	473	630	
2. Administration	739.44	200	50	
Sub-Total N	\$10,544.79	\$12,399	\$13,578	
O. Public Relations, Unrestricted				
1. Voter Service & Citizen Education				
a. Chair's Expense	\$ 0	\$ 150	\$ 100	One Voter Guide is planned for the November 1980 election. All development costs have been moved to the LWV-T budget with part being paid by TEF. That cost is included in TEF item N1b.
b. Communications	219.30	200	100	
c. Public Service Announcements	83.34	400	200	
d. League News Service	280.60	100	0	
e. Precinct Participation	301.77	100	0	
f. Voter Guides	3,292.73	4,000	4,000	
g. Public Subscription Serv.	105.36	600	200	
2. Development	595.79	1,255	0	
Other	62.14	800		
Sub-Total O	\$4,941.03	\$7,605	\$4,600	
P. Program, Unrestricted				
1. Current Issue Development	\$ 0	\$ 900	\$ 0	No program activities, except for P5, are foreseen which can be paid by TEF.
2. Publications	448.97	2,500	0	
3. Monitoring	68.20	200	0	
4. Research & Resource Activities	300.73	300	0	
5. Educational Conferences	.19	200	50	
Sub-Total P	\$ 818.09	\$4,100	\$ 50	
Q. Publications and Projects,	\$10,633.89	\$4,050	\$23,500	The board has a list of suggested projects and publications.
R. Local League Restricted Funds	\$8,122.84	\$10,650	\$10,650	Some projects are subject to a % administrative fee.
S. In-Kind Assistance				
1. Outside Professionals	\$3,052.00	\$3,000	\$4,000	Outside assistance is from the auditor and a public relations firm. Donations by members, usually board, can be for any league activity.
2. League Members	1,395.22	0	1,500	
Sub-Total S	\$4,447.22	\$3,000	\$5,500	
TOTAL EXPENSES	\$39,507.86	\$101,804	\$57,878	



LOCAL LEAGUE SUPPORT FOR 1980-81 BUDGET

<u>League</u>	<u>Membership</u>		<u>PMP</u>	<u>League</u>	<u>Membership</u>		<u>PMP</u>
	<u>1/1/79</u>	<u>1/1/80</u>			<u>1/1/79</u>	<u>1/1/80</u>	
Abilene	41	44	\$ 330.00	Lubbock	126	133	\$ 997.50
Amarillo	65	39	292.50	Marshall/Harrison County	38	38	285.00
Austin	263	230	1,725.00	Midland	62	53	397.50
Bay Area *	59	71	506.00	Odessa	34	29	250.00
Baytown	44	44	330.00	Orange Area *	35	42	299.00
Beaumont *	139	158	1,126.00	Pearland Area	33	29	250.00
Brazos County	79	80	600.00	Plano *	23	27	237.00
Brownsville	32	24	250.00	Richardson	39	31	250.00
Corpus Christi *	110	124	883.50	Rockwall County	41	39	292.50
Dallas Area	439	389	2,917.50	San Antonio Area *	140	163	1,161.00
Denton	90	81	607.50	San Marcos	45	40	300.00
Edinburgh/McAllen	23	23	250.00	Sherman	110	113	847.50
El Paso *	55	62	442.00	Tarrant County	204	194	1,455.00
Gainesville *	16	22	237.00	Temple Area	57	47	352.50
Galveston *	166	185	1,318.00	Tyler *	32	35	249.00
Harlingen	17	17	250.00	Victoria *	80	92	655.50
Houston Area	612	600	4,500.00	Waco Area	105	86	645.00
Irving *	75	87	620.00	Wichita Falls	49	33	250.00
Lamar County	42	21	250.00	TOTAL	3,578	3,525	\$26,609.00

Twelve leagues, those with stars beside the name, are eligible for the "TEN-FIVE, GOOD BUDDY" award. This means that the calculated PMP has been reduced by 5%. In three cases the reduction means that the calculated PMP is less than the \$250 league minimum. This is in accordance with the policy adopted by the board at the May meeting. Garland disbanded about one year ago.



DEVELOPMENT/FINANCE  
Evelyn Lord

Development activities continue to accent two prime areas:

(1) Securing contributions and grants for the state League and the Texas Education Fund (TEF) and sharing these funds with the appropriate local Leagues.

(2) Assisting local Leagues in the planning and implementation of their finance drives, as well as in other matters related to income-producing efforts.

We are again grateful to the Bloom Agency of Dallas for their contribution of the production of our handsome Annual Report. The report, in turn, has been essential to the Development Program and its efforts.

Results of these efforts are listed below. (These are contributions that have been received since the report in the 1979 convention workbook.)

<u>Amount of Contrib.</u>	<u>Donated By</u>	<u>Donated To</u>	<u>LL and its share</u>	<u>Previous Contrib. to LL</u>	<u>Amount to state LWV</u>
\$200	Allstate Foundation	TEF	Irving \$60	0	\$140
\$200	American Petrofina	TEF	Dallas \$60	0	\$140
\$150	Warren Brown	T	No sharing by request		\$150
\$500	Champlin Petroleum	TEF	Tarrant Co. \$150	0	\$350
\$500	Cooper Industries	TEF	Houston \$150	0	\$350
\$600	Dallas Power & Light	T	Dallas \$180	0	\$420
\$1000	Dresser Foundation	TEF	Dallas \$300	0	\$700
\$1000	Gulf States Utilities	T	Beaumont \$300	\$100*	\$700
\$500	Hershey Foundation	TEF	No sharing-by agreement		\$500
\$200	Jo Hardin Originals	TEF	No sharing-by agreement		\$200
\$5000	Helen DeVitt Jones	TEF	Lubbock \$100	(Restricted Funds Formula)	\$4900



## Development Report (cont.)

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<u>Amount of Contrib.</u>	<u>Donated By</u>	<u>Donated To</u>	<u>LL and its share</u>	<u>Previous Contrib. to LL</u>	<u>Amount to state LWV</u>
\$2500	Anonymous	TEF	Dallas \$750	0	\$1750
\$500	Harris & Eliza Kempner Fund	TEF	Galveston \$150	0	\$350
\$1000	Liquid Paper	T	Dallas \$300	0	\$700
\$500	Lomas & Nettleton	T	Dallas \$150	0	\$350
\$500	National Gypsum	T	Dallas \$150	0	\$350
\$1000	Tandy Corp.	TEF	Tarrant Co. \$320	\$150	\$680
\$2000	Texas AFL-CIO	T	Austin \$440	\$50	\$1560
\$350	Texas Eastern Transmission	TEF	Houston \$150	\$100	\$200
\$600	Texas Elec. Service	T	Tarrant Co. \$80	\$200*	\$520
\$250	Texas Instruments	TEF	Restricted to project by donor \$250		
\$600	Texas Power & Light	T	Dallas \$180	0	\$420
\$100	Texas Refinery Corp.	T	Tarrant Co. \$60	\$50	\$40
\$700	Texas Utilities	T	Dallas \$210	0	\$490
\$200	Tracor	T	Austin \$60	\$25	\$140
<u>\$20,650</u>			<u>\$4,300</u>	<u>\$675</u>	<u>\$16,350</u>

By comparing the totals above, it will be seen that local Leagues are considerably better off financially for having turned over names of prospective contributors for solicitation by state. Our sharing formula guarantees a local League at least the amount received previously (plus a percentage of monies above that). Even if the prospect has never contributed locally, the local League is guaranteed a percentage of the gift. Thus we can urge local Leagues to participate fully in sharing potential contributors with the state. This is the answer to an adequately funded and functioning state League with less consequent pressure on PMPs.

\* Local League continues to receive additional gift from contributor.



PUBLIC RELATIONS  
Toni Clem

This continues to be a very exciting year for the public relations core . . . partially because it's a very exciting political year, but primarily because we have three new directors in the core who have done an outstanding job. And I am taking this opportunity to say so.

Nancy Bene (Austin) took over publications, a chair that had been vacant a year and a half, weeded out, added to, published, and completely revitalized that area. Jeanette Davis (Abilene) brought lots of experience in the field to Voters Service/Citizen Information, jumped in and got the ball rolling by writing an election school handbook, took time out to attend an elections conference in Austin, and came up with a new face for this year's big media push. Nancy Price (San Antonio) changed the format of the Texas VOTER, adding color, humour, and standing columns for increased readability.

Thanks to the three of you for a job well done.

We are hoping to have the two account executives from the High Noon Agency (of the University of Texas-Austin) at Council to show us what they have done with radio and TV PSAs, and also to discuss PR for the League from their own particularly objective viewpoint.

Our goal, as stated in the January State Board Report, is to make more Texans than ever aware of this presidential election year -- in hopes that they will VOTE. That, coupled with our ever-present goal of increasing League visibility, moves us to continuously look for ways to improve our internal and external image, and provide those support services that amplify positions and continue VS/CI.

It is with your help that we function best. Keep those memos coming. . . and thanks, Galveston.

VOTERS SERVICE/CITIZEN INFORMATION  
Jeanette Davis

A first priority of VS/CI during the year was the election school handbook. It was completed and, hopefully, with the auxiliary work sheets, the task of holding an election school will be less formidable.

To add some spice to VS/CI, a new theme was adopted addressing what we do so well -- "SPEAK UP TEXAS! REGISTER AND VOTE." Bumper stickers, fashioned with the state League logo (and in patriotic colors! :) have been produced. They are timeless, and should have long lives.

The main priority now will be to get those registered voters informed and to the polls. What would you like in the way of assistance from the state League? Overall planning strategies to help you tailor your VS/CI to your League and local community? Nuts-and-bolts strategy for particular projects? Both? Bring thoughts and ideas to Council and let's have an exchange.

- more -



Public Relations (cont.)

PUBLICATIONS

Nancy Bene

In producing publications this year I have endeavored to:

1) make them as readable as possible; 2) make them as attractive as possible; and 3) include our logo on each one.

The following publications have already been printed or are planned for production before the end of the fiscal year:

1. Adult Corrections - Facts & Issues
2. Adult Corrections - Leaders Guide
3. "Let the Sunshine In"
4. Membership flyer
5. "How to Conduct an Election School"
6. Publications catalog
7. Primary Election Voters Guide
8. Initiative and Referendum - Facts & Issues
9. Initiative and Referendum - Leaders Guide
10. Public School Finance - Facts & Issues
11. Public School Finance - Leaders Guide
12. Voter registration information brochure (revision of "Name of the Game")
13. We Support (revised)
14. Historical Perspective (revised)

As always, I solicit your good ideas and criticism.

TEXAS VOTER

Nancy Price

In addition to a new look, this year the VOTER has new regular columns; SPOTLIGHT, CALENDAR, PUBLICATIONS. Supervoter, by Pam Drake of Paris, Texas, was also introduced.

In addition to the VOTER, I have been chairing the ad hoc Convention Committee which has produced a manual for Convention and Council -- hopefully it will make planning much easier for these meetings in the future.

The insert in the December Texas VOTER, "Texas Focus: Department of Human Resources," represents an endeavor that will probably be repeated in the form of more inserts in the future. Did you like it? Was it helpful/informative?



PROGRAM  
Laura Keever

I hope that each of you will read very carefully the program information which is included in this workbook. While the program effort during this year has focused on study and consensus and publishing educational background materials, next year the focus must be ACTION -- specifically, legislative action. So that we may give each of you an opportunity to help us plan that action, we are going to try a new method of program direction this year. You will notice on your timed agenda that we are dividing program direction into two parts: Program Direction Exchanges and Program Direction Finale.

Program Direction Exchanges will be discussion groups, chaired by an appointed Discussion Leader, who will be a Council delegate. LWV-T Program Directors and Associate Directors will be Resource Persons. Each Program Direction Exchange will cover one program area, and each delegate will be assigned one to attend. (It is permissible to change program areas if you can find a delegate willing to change with you.) Expect Program Area Exchanges in the following areas: Administration of Justice, Human Resources, Public School Finance, Government, Energy, Water, Air, Land Use, and (possibly) International Relations.

The Program Finale will consist of a meeting of the full Council, with two-minute reports back from each of the Program Direction Exchanges, and time allowed for three 30-second responses from Council delegates. The 30-second responses may be either additional program direction or suggestions regarding what priority the League should give this item. We will then fill out Program Priority Forms where you may list your choices for Primary, Secondary, and Tertiary priorities, as well as give further program direction if you wish.

What is important is to come to Council prepared to let us know what you would like us to do in the various program areas, and what priority you would assign to each.

Think LEGISLATIVE ACTION!!

The following program reports begin with our current study items; others are arranged according to their listing in "We Support."



GOVERNMENT  
Caroline Chamblin

Government issues cover a broad field and include: voting rights, legislature, executive, judicial system, state-local relations, Texas constitutional revision, and financing state government. Although these are action items, they are relatively quiet during a non-legislative year.

Of course, League interests this year in the government portfolio revolved around the much-debated special session which Governor Clements promised to call. And the primary issue at the session would have been the League's newest study item -- initiative and referendum. If (as it appears at this writing) the Governor elects not to call a special session, I&R will nevertheless be an issue of primary importance during the regular session. By that time we will have arrived at consensus and be ready to take action.

Other action taken under the government portfolio this year has included evaluating proposed constitutional amendments vis-a-vis League positions. Undoubtedly League opposition to Amendment 2 contributed to its defeat at the polls last November. And at least one of the amendments on the ballot this coming November (see Workbook report on Modernizing State Govt.) merits careful scrutiny and probable action by the League.

If you have ideas for needed action, please share them with us at Council!



PUBLIC SCHOOL FINANCE  
Jan Wilbur

"When the 67th Legislature convenes in January, 1981, school finance will continue as a major item of business. Even though major changes have occurred in the last five years, the basic issues will remain the same. The Foundation School Program plus Equalization Aid do not begin to close the gap between the per student spending of poor and rich districts nor to make available an equal opportunity to spend for an equal tax effort. Current measures of educational need in special education, vocational education, and compensatory education will spark controversy. The modest beginning in gifted and bilingual education will attract an advocacy of more extensive, better funded programs.

Pupil-teacher ratios made possible in the regular program by the FSP, particularly in K-3, will receive attention. Teachers faced with a 13% plus inflation rate will certainly mount an all-out effort to increase teacher salaries. To supply inflation adjustment for the \$5 billion dollar public school operation in Texas will require recouping at least a 5% loss in 1979-80, 5% in 1980-81, and 10% in 1981-82, and 10% in 1982-83. Unless inflation abates, to hold 1978-79 purchasing power of the public school will require approximately a \$7 billion annual expenditure in 1982-83.

There will be those who advocate reducing the LFA which puts many more new state dollars into districts that are above average wealth per pupil than those that are property poor. Others will advocate increasing the floor of the FSP through salary increases, etc ..., which function as a flat grant to rich and poor school districts alike unless the LFA is increased. A few from property poor school districts will join reform advocates in attempting to increase Equalization Aid.

Even though current national economic conditions and Texas political moods would appear to offer gloomy prospects for initiating new programs, expanding current programs, and considering major advances toward equity, the interaction of SB 350 and HB 1060 of the 66th Legislature probably represents the most equitable distribution of new state aid to local school districts that has been achieved in Texas. Those who would work for the improvement of public education and the development of structures which provide greater equity for students and taxpayers should be encouraged to persevere."

The preceding remarks predicting the mood of the next Legislature with regard to school finance were prepared for the League by Dr. Richard Hooker, Associate Professor of Education Administration and Supervision at the University of Houston. Dr. Hooker's credentials as a "school finance expert" include directing the Governor's Office of Educational Research and Planning under Governor Dolph Briscoe in 1974-77. Prior to this from 1968, he served on the staff of the Texas Association of School Boards. Dr. Hooker predicted in 1973 that school finance reform in Texas would take at least 10 years.

(over)



Another point of view is that of Mr. Raymon Bynum, Deputy Commissioner of Education with Texas Education Agency. Mr. Bynum cautioned the LWV-T public education school finance committee that reason has little to do with the final school finance bill adopted each session--it always boils down to the politics of what the Speaker and the Governor are willing to accept. He says that during the next session, legislators and other state officials will be pre-occupied with re-apportionment and legislative redistricting and will devote even less time and attention to public school finance.

State Comptroller Bob Bullock predicted in January of this year that "the state can expect a \$124 million surplus at the end of the current biennium ..."

With the continuing inflation spiral requiring more dollars just to stay even, with teachers demanding their salaries keep pace with inflation, with the state anticipating a smaller-than-usual budget surplus, and with legislators preoccupied with redistricting, it is imperative that the League be there in 1981 to keep up the pressure and to maintain the momentum in school finance reform and to keep the gains already made from evaporating. We cannot do this alone. We suggest a massive and concerted citizen education campaign be mounted to mobilize citizen support for ensuring the health of public school education in Texas and for ensuring continued progress toward a more equitable system of school financing.

Our question to delegates to State Council is what materials and resources are necessary to carry out this campaign should you deem it appropriate to do so? With the current restudy of school finance and the Facts and Issues prepared for that study, we will have updated and prepared League members for informed and concerned citizen input. What other groups can we and should we enlist as supporters? How do you think this should be done? What other materials would be helpful? What should the state League be doing?

What is your League doing or what is it planning to do in school finance? How can the state League assist you?

Your input, ideas, and action are imperative if we are to mount an effective and successful campaign to achieve an equitable public school finance system in Texas.



ADMINISTRATION OF JUSTICE  
Lois Carpenter

Our justice study items were completed during the past year with the study of adult corrections and the addition of fifteen positions on that topic. We now have a very long list of justice positions covering a broad range of subjects. (A complete listing will be found in the revised Historical Perspective.)

While this gives us great flexibility to respond to almost any justice issue which may come to the forefront, we need to narrow our focus in order to be effective. I would hope our priorities for 1980-81 could be a blending of those justice issues we feel are certain to be legislative hot topics and those our local Leagues are most concerned about.

Here is information on potential action issues which I know about. It will also give you a concept of what is happening between legislative sessions.

1. Governor Clements has announced that an item of top priority for him in the next regular session (or special session if he calls one) will be legislation to permit wiretapping -- which we oppose. Also the Interim Committee on Criminal Jurisprudence is studying the use of electronic surveillance and I, in turn, am studying their background information.
2. The House Interim Committee on Security and Sanctions has a Jail Standards Subcommittee which has been checking on the operations of the Jail Standards Commission by means of a survey. Though the survey results were favorable to the Commission, the subcommittee chair, Rep. Jim Rudd of Brownfield still thinks the Commission is being "too picky" in its inspections of small county jails and that perhaps it should be combined with another state agency. The LWV-T has supported the formation and funding of the Jail Commission since 1977.
3. Security and Sanctions also has a subcommittee charged with "investigating and examining ways in which the juvenile justice system in Texas can better deal with juvenile offenders, including an analysis of the possible benefits of a unified juvenile justice system where courts, institutions serving delinquents, parole and probation services, etc. are cooperative efforts." (Emphasis added.) Additionally, the Special Committee on Delivery of Human Services is drafting recommendations proposing a Texas Department of Juvenile Services to administer those facilities now operated by the Texas Youth Council as well as juvenile probation and parole services and to establish standards and state subsidies to counties for additional rvices. Our position calls for a single state juvenile justice agency which would do approximately these same things.
4. Security and Sanctions is also charged with other justice pursuits of great interest to the League: a) In-depth study of the prison system, esp. housing, medical care, rehabilitative alternatives to incarceration, training standards for correctional officers, and education services. (Sound familiar?) b) Study the purpose of parole supervision and its effectiveness. c) Assess the ability of the Adult Probation Commission to ensure performance-based success of local grant programs. I hope to know more about progress on these by the time of Council.



5. The Interim Committee on Criminal Jurisprudence is reviewing status of the Speedy Trial Act, which we have supported. They are also supposed to work with Security and Sanctions to develop legislation on a criminal history record system. Again, I hope to know more about these very soon.

Now, what hot issues do you know about? What are your chief concerns? Your League's? Your legislators'? Your community's?

We have produced five Facts and Issues on our justice studies and have no further plans for study or such publications. However, the proposed LWV-TEF budget includes funding for a pamphlet to help young people understand the juvenile justice system. What I envision is something similar to a folder you may have received last summer with a LWV-Galveston VOTER. It was published with the Children's Council of Galveston and is addressed directly to the reader with topics such as: Did you know that. . . . You have the right to . . . . What happens to you if the police take you into custody. . .? What happens to you at Juvenile Probation, Juvenile Court, TYC? etc. What do you think of this idea?

Do you have other ideas for which we should seek funding? Publications? Conferences?

Have you been able to take action locally under our state justice positions? If so, what were the issues? The results? Do you need more assistance from state?

Your chance to reply to all these questions comes during the Program Direction Exchange at Council. I'll be listening. . . .



HUMAN RESOURCES  
Brenda Gehan and Judy Swift

Just as our state legislators are preparing to run for re-election and are looking ahead to the next legislative session, so should the League. This is particularly true in the HR area, where any small step forward in the delivery of human services seems to come about only after years of pushing and lobbying.

Several local Leagues participated in a survey last fall conducted by the Texas Department of Human Resources. The survey was designed to pinpoint social problems in the state which need attention. Juvenile problems, inadequate income, and housing shortages were identified as the most serious social problems needing to be addressed. The forums leading to the White House Conference on Families also brought out particular issues. Specifically, what type of legislation is your League interested in working for?

In the area of income assistance, a raise in AFDC payments should be a priority item again, especially with our current rate of inflation. The ceiling on welfare spending imposed by the state Constitution is likely to come up for the same reason. The League is opposed to the ceiling.

In the more general field of program management and action, how can we function more efficiently, and are there ideas we can use to help one another?



10/10/50  
10/10/50

10/10/50  
10/10/50

The first of the two main parts of the report is a description of the work done during the period from 1/1/50 to 31/3/50. This part is divided into two sections, the first of which deals with the work done on the design of the machine and the second with the work done on the construction of the machine.

The second part of the report is a description of the work done during the period from 1/4/50 to 31/3/51. This part is divided into two sections, the first of which deals with the work done on the design of the machine and the second with the work done on the construction of the machine.

The third part of the report is a description of the work done during the period from 1/4/51 to 31/3/52. This part is divided into two sections, the first of which deals with the work done on the design of the machine and the second with the work done on the construction of the machine.

The fourth part of the report is a description of the work done during the period from 1/4/52 to 31/3/53. This part is divided into two sections, the first of which deals with the work done on the design of the machine and the second with the work done on the construction of the machine.



ENERGY  
Isabel Miller

A fair part of the year has been spent in changing horses, with time needed for each rider to settle into the saddle.

Olive Shapiro submitted comments on the Recommended Policy Statements on Selected Nuclear Issues by the Advisory Committee on Nuclear Energy and helped formulate a response to LWVUS questioning its interpretation of the national energy consensus in the Action Alert regarding the Windfall Profits Tax. The Tax was not supported, but all tax credit provisions for use of renewable resources and for passive solar and conservation practices were recommended. Senate figures for low-income energy assistance were supported. I am reviewing and commenting on the national Building Energy Performance Standards.

It has been a year of increasing awareness of energy: its environmental hazards-- Three Mile Island, Pemex oil well, the Gulf tanker collisions; its soaring prices; its uncertain availability; and finally the foreign affairs upheavals over its accessibility. All these problems are tied to our dependence on nonrenewable energy sources.

Conservation practices must be adopted to give us time to transition to renewable energy sources. There is a veritable explosion of information on both the need and the means. Reliable organizations able to help and advise exist in most Texas cities and universities, especially UT-Austin and Arlington, Trinity, and Texas A&M.

TENRAC (Texas Energy and Natural Resources Advisory Council), successor to TEAC, sponsored 31 seminars on active and passive solar technology in fall, 1979, culminating in a statewide conference review on the state of major renewable energy sources in Texas. In addition to education and renewable energy R&D funding, TENRAC administers Texas Conserve, a free home energy payback analysis based on computer calculation of potential savings from specific conservation activities in one's home. (Forms for submitting data are available locally from banks, county extension service offices, or city offices.) Legislation became effective on January 1 exempting the value of all solar energy-use construction or installations (active, passive, wind, biomass) from inclusion in the evaluation of the structure for taxing.

The public must be made to realize that conservation does not require discomfort or denial, but commitment to efficiency -- all measures paying for themselves very soon and saving not only energy but money thereafter. One-third of U.S. energy is used for heating and cooling. Passive and active solar technology is ready now to be cost-effective for heating and water heating throughout most of the U.S.

Our Energy Consensus gives us a broad mandate for immediate action:

BRING ABOUT SIGNIFICANT AND PROGRESSIVE REDUCTION IN THE U.S. ENERGY GROWTH RATE, GIVE PRIORITY TO CONSERVATION, RENEWABLE RESOURCES, AND THE ENVIRONMENTALLY SOUND USE OF COAL.

- more -



Steps to achieve this include, in addition to seeking operational efficiency of buildings, machines, and processes:

- 1) Funding for public transportation, and policies encouraging community development patterns which make it feasible.
- 2) Waste reduction (excess packaging, and throw-away containers and products), resource recovery (including "recycling" old buildings for new uses), and use of non-reducible waste for fuel.
- 3) Redesigning utility rate structures to promote conservation.
- 4) Public education that provides a basic understanding of what energy is and what it does, and the social, economic, and environmental costs and benefits of its production and use.

I would like to know:

How would you rate your League members' interest in energy?  
your community's interest?  
your legislators' interest?

What are your League's priorities for energy legislation?

What can the LWV-Texas do to promote and to help you promote conservation and conversion to renewable energy sources?

Conferences -- what focus?

Publications -- gasohol, synfuels, active & passive solar technology, and/or what others?

Public school curriculum unit on energy & conservation?

\_\_\_\_\_(your suggestion. . .)



WATER

Catherine Perrine

In the months since the Legislature adjourned and the League New Year began, my water efforts have been trickling off in all directions. Please tell me where you'd like them channeled.

Many summer hours were spent in reviewing and commenting on proposals from the Texas Department of Water Resources, the Texas Department of Health, and the Railroad Commission as to what they would be doing in Fiscal Year 1980 with EPA funds for state implementation of the Clean Water Act, Safe Drinking Water Act, and Resource Conservation and Recovery Act. Your participation in the regional meetings earned us the following kudos in the "Responsiveness Summary" Appendix to the State/EPA Agreement: "We wish to extend particular appreciation to the League of Women Voters and the Sierra Club for their attendance and comments. . . .we feel that this year's effort is a significant beginning to an effective public participation program, and our three agencies will, during succeeding years, work diligently to assure that well-researched public input will positively and effectively impact future State/EPA Agreements." Well, we'll see.

The actual "tasks" outlined in the Agreement are just getting off the ground now in the Water Department, which has been giving priority to staff cuts--in response to the wishes of the House leadership and the Governor. Problems with lining up new Water Quality Advisory Committees and funding agreements have delayed most of the state's "208" planning efforts. EPA delays in promulgating regulations for hazardous waste management and control of underground injection wells have slowed programs in these areas.

Bobette Higgins (Land Use) and I have begun a joint effort to keep up with what's going on in Texas lignite mining by examining and commenting on the Texas Railroad Commission's State Program Submission to the federal Office of Surface Mining. On February 11, Secretary of the Interior Andrus announced that Texas would be delegated authority to implement the federal Surface Mining Control and Reclamation Act--becoming the first state in the nation to have its program approved. The new state regulations have numerous provisions for protecting soils, water quality, and ground water recharge. Should the League devote the many necessary people-hours to follow implementation of this program?

As for the Texas Water Plan, the "continuing planning" process seems to be on hold. Principal uncertainties are: (1) What recommendations will come out of the Six-State High Plains-Ogallala Aquifer Area Study? And what will the federal government be willing to do to help solve the problems resulting from depletion of the aquifer? and (2) What will be the response to recently published studies of the freshwater needs of Texas bays and estuaries? Will the Legislature or the Water Commission want to give the baby shrimps and fishies water rights?

Various other water concerns have attracted interest of local Leagues: municipal utility districts (MUDs), flood problems, toxic pollutants, water supply reservoirs, nuclear waste storage and its effect on ground water, etc. Most have statewide ramifications. What part of the waterfront shall we focus on?



AIR  
Meg Titus

There have been many opportunities for action this past year under both federal and state clean air legislation. LWV-Texas and several local Leagues responded at the TACB (Texas Air Control Board) public meetings on proposed revisions for our Texas SIP (State Implementation Plan) last spring. Local Leagues have also appeared at local permit hearings. For example, the Austin League, with Marilyn Simpson and Nancy Bene, took a leading role in the TACB hearings on trenchburners and they have won the day!

LWV-Texas has prepared comments also on the many proposed changes to TACB regulations this past year which were necessary for SIP revision. We have also presented testimony at the March 13 Houston public hearing on airborne carcinogens (this was one of three federal EPA hearings on this matter).

I am chairing (as an extension of my League air quality job) an EPA grant-funded public education project for North Central Texas on the advantages of an I/M (Inspection & Maintenance) program. I also serve on the advisory committee planning an I/M Metroplex conference on the same topic this fall.

You probably recall that HCSB 726, which helped our Texas SIP conform to federal legislative requirements, was one of our priorities last session. I/M legislation statewide may be one of our priorities for the next session.

Looking toward the future, I see a need for our group, as well as the TEC (Texas Environmental Coalition), of which the LWV-Texas is a member (and I am the newly-elected president), to monitor carefully the impact lignite and coal burning will have on our ambient air. Though the SO<sub>2</sub> federal standard is seldom exceeded - and then only in Houston - we need to be watchful so that acid rain problems, as well as other damage such as land erosion and groundwater contamination, are not allowed to occur just because we have "fast track" (red-tape bypassing) coal as the newest promising energy source for our state. We will continue to watch the air quality situation in Texas and take action whenever it seems possible to further protect the air quality in our state.



COASTAL MANAGEMENT  
Bobette Higgins

The focus of land use activities has continued to remain on coastal zone management. Very little has happened with the program at the governmental policy level, since much time was spent in staffing the reorganized office responsible for the Texas program. But now this has been accomplished and recent contact with that office indicates that they are beginning another (long overdue) effort at public involvement in the program.

At the beginning of the year, I met several times with representatives from coastal Leagues with the purpose of exploring together the possibilities of developing a coastal coalition. We discovered that this is difficult to accomplish without a modicum of funding. And we had no modicum.

I spent some time with the Coast Alliance staff during a trip to Washington, and got good ideas for ways we might coordinate our state activities with this national coalition. And now that the LWVUS has been given a pass-through grant from the Year of the Coast Office of Coastal Zone Management, we may be able to implement plans we discussed earlier. . . or perhaps you have fresh ideas. If so, now's the time to put your oar in!

STRIP MINING  
Bobette Higgins

With the help of Catherine Perrine, I have been involved in the hearings related to state assumption of primacy for the regulation of reclaimed strip-mined land. This is an area we need to expend a great deal more time and thought on, in my opinion. If we are to be most effective, we should be prepared to "get in on the ground floor" during hearings for new lignite plant permits (did you know we'll have 31 plants by the end of the century?). I would appreciate hearing your views on the importance of this concern.

AGRICULTURAL LANDS  
Bobette Higgins

Under the auspices of the Soil Conservation Service, I have participated in a continuing nationwide study on the future of agricultural lands, along with local Leagues in the north Texas region. We set priorities during a two-day workshop and will be involved in other aspects of this very comprehensive and detailed study later.

+ + + + + + + + + + + + + + + +  
These three concerns have occupied my League life this period. As land use issues grow more complex and ever more important, we'll need to BE SELECTIVE TO BE EFFECTIVE. And now we need your opinions:

*Quo vadis, you-all, quo vadis?*



SOLID WASTE  
Eleanor Sutherland

LWVEF Solid Waste Management Grant, 1978: 1500 kits explaining the problems of solid waste and its management under the Resource Conservation and Recovery Act of 1976 (RCRA) were sent statewide. Recommendations to LL presidents were to discuss the information with local officials and otherwise get the word out. RCRA was adopted as an amendment to solid waste legislation in order to define more clearly what it consists of and where disposal may safely take place.

The State of Texas is taking inventory of solid waste facilities. Two agencies divide the responsibility for overseeing disposal: the Department of Water Resources regulates industrial waste, and the Department of Health oversees municipal waste sites. The statutes are reasonable regarding waste disposal. The problem lies in where hazardous and toxic waste can be safely deposited.

While the subject of "gar-bahge" is hardly sexy, it has many avenues of excitement -- e.g., the waste haulers who dump into sanitary sewers in the dark of night, or those who throw caution to the wind and simply unload in a roadside ditch by daylight!

Your League could be interested in identifying waste generators by using a kit called "Hunt the Dump" which has been initiated and designed by Environmental Action, Inc. and the Sierra Club. It is a questionnaire to be sent to an identified industry, with the intention of isolating the kind of wastes generated and how they are disposed of. The addresses:

A. Blakeman Early  
Sierra Club  
330 Pennsylvania Ave., S.E.  
Washington, D.C. 20003

Marchant Wentworth  
Environmental Action, Inc.  
1346 Connecticut Ave., N.W.  
Washington, D.C. 20036

Obviously, improper disposal is of the greatest importance to impede. Ground water is an especially sensitive and fragile part of our natural resources and the most difficult to protect, even though EPA criteria for disposal sites are clear in the overall intent to protect it.

QUESTIONS:

Are you able to take action under the state League's present solid waste position?

Do you plan solid waste projects in your League? How can the state League be of assistance to you?

Where do you rate solid waste as an item of interest to your League? Your community?

Should solid waste (especially hazardous and toxic wastes) be given an elevated priority during the coming year?



MODERNIZING STATE GOVERNMENT

Helen Hunter

Modernizing State

Government: Support of executive, legislative, and judicial reform to be accomplished through constitutional revision and legislative action.

The Texas Executive: Support of measures to increase the effectiveness of the executive department of the state government.

The Texas Legislature: Support of measures to increase the efficiency and responsiveness of the legislature.

The Texas Judiciary: Support of an effective judicial structure for Texas.

Most areas of Modernizing State Government have been "watch" situations, to follow proposed legislation and changes in the rules and regulations of the three branches of government.

In the November, 1979 General Election, the League successfully opposed passage of Constitutional Amendment #2, providing for legislative review of the process of rulemaking by agencies in the Executive Department. The League believed this amendment to be a violation of the separation of powers of the executive and legislative branches of government.

In the General Election in November, 1980, the League will support a constitutional amendment to let a governor remove public officers he appointed (SJR 8).

Again in the coming legislative session, the League will continue to work for measures to increase the efficiency of the three branches of state government.

STATE-LOCAL RELATIONS

Helen Hunter

STATE-LOCAL RELATIONS: Support of more flexible structures and adequate powers at the local level; comprehensive regional state planning, including regional planning councils.

For many years the League and a few other "good government" groups were the only people interested in the problems of county government. Lately, because of many zoning and land use problems, the idea is rapidly gaining interest.

Our broad state-local relations support positions will give us an opportunity to act in many areas of intergovernmental relations in the forthcoming legislative session.



PROPERTY TAX REFORM  
Jan Wilbur

This issue has seen significant and successful activity in the past four years culminating with passage of SB 621 in 1979. This bill created the State Property Tax Board to replace the School Tax Assessment Practices Board. It also created an appraisal district in each county to carry out the responsibility for listing and appraising all taxable property in the county, and after Jan 1, 1980 property taxes for the state and for all local taxing entities except the county will be based on the county-wide district's appraisals. Counties may, but are not required to, use the district's appraisal values.

With passage of this bill and its phased-in implementation schedule, we anticipate League efforts over the next year to be focused on monitoring the implementation of SB 621 to identify any changes that may need to be made in later legislative sessions. Legislative activity during the 1981 session will be minimal on this issue.



EVALUATION QUESTIONNAIRE  
1980 State Council

DO NOT FILL OUT UNTIL END OF COUNCIL, THEN PLEASE COMPLETE AND LEAVE AT DOOR.

1. Please rate the following:

|                              | Excellent | Good | Fair | Poor |
|------------------------------|-----------|------|------|------|
| Leadership Skills Workshop   |           |      |      |      |
| Membership Workshop          |           |      |      |      |
| Program Management Workshop  |           |      |      |      |
| Program Direction Exchanges  |           |      |      |      |
| Program Direction Finale     |           |      |      |      |
| National Convention Briefing |           |      |      |      |
| VS/CI Media Event            |           |      |      |      |
| I Wish the League Would. . . |           |      |      |      |

2. Do you feel this Council's activities will help you in leading your League?

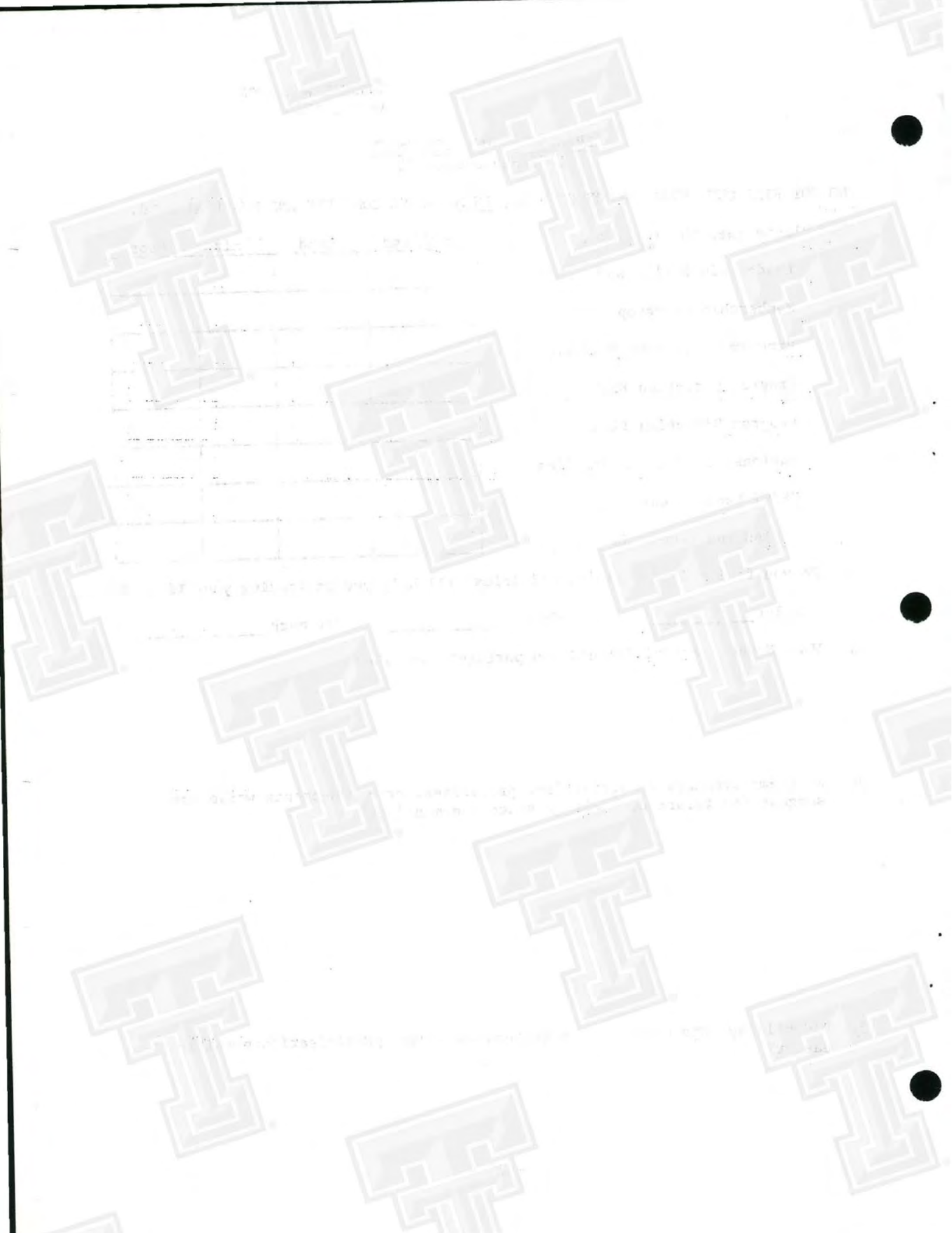
A lot \_\_\_\_\_ Some \_\_\_\_\_ Not much \_\_\_\_\_

3. What Council activities did you particularly like?

4. What improvements in activities, procedures, or arrangements would you suggest for future councils or statewide meetings?

5. Did holding this Council on a weekend make your participation possible or easier?







EVALUATION QUESTIONNAIRE  
1980 State Council

DO NOT FILL OUT UNTIL END OF COUNCIL, THEN PLEASE COMPLETE AND LEAVE AT DOOR.

1. Please rate the following:

Leadership Skills Workshop  
Membership Workshop  
Program Management Workshop  
Program Direction Exchanges  
Program Direction Finale  
National Convention Briefing  
VS/CI Media Event

| Excellent                | Good | Fair | Poor |
|--------------------------|------|------|------|
|                          | ✓    |      |      |
| ✓                        |      |      |      |
|                          | ✓    |      |      |
|                          |      | ✓    |      |
|                          |      | ✓    |      |
|                          |      |      | ✓ *  |
| <i>Papers excellent!</i> | ✓    |      |      |
|                          | ✓    |      |      |

I Wish the League Would. . .

2. Do you feel this Council's activities will help you in leading your League?

A lot ✓ Some            Not much           

3. What Council activities did you particularly like?

*Informal exchanges, of course!  
Bozys Queen trip - perfect!  
Diana Clark's informal, friendly, honest style!  
Pre-Council Workshops  
I like having all members of a delegation seated together - don't like having observers separated from Delegates.*

4. What improvements in activities, procedures, or arrangements would you suggest for future councils or statewide meetings?

*Would have enjoyed a more formal structure for Presidents Breakfast - maybe even divide into brand-new & about-to-be-elected in one group for training & continuing/experienced for informal exchange in another group.  
I am looking forward to the promised traveling Road Show this summer.  
Also see below.*

5. Did holding this Council on a weekend make your participation possible or easier?

*Not really, but it's fine with me.*

*\* I read the Convention info as soon as it came & marked items of interest to me & to other Leagues. I didn't need anyone to read it aloud to me. I realize not everyone has this info, but wish I could have heard other Leagues' input. (Don't want to be a pain, but...)*

*Please schedule Council earlier in the spring as we don't do it over from twice as far away as other Leagues. (Nath...)*



Comment: The relaxed format, structure, timing of Council has left me with a most positive response, personally.

I suggest that such methods be applied to Conventions also. I realize that there is much more to be dealt with at a Convention - but "over" scheduling is not conducive to a good experience for many(?) people.

Observers should be given Evaluation Sheets. Since they weren't, I shared mine with with an Observer.



LWV-Texas  
May, 1980  
Preboard report

COUNCIL EVALUATIONS      51 forms received as of 5/2/80

Results of "Please rate the following":

|                              | <u>Exc.</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> |
|------------------------------|-------------|-------------|-------------|-------------|
| Leadership Skills Wkshp.     | 12          | 13          | 8           | 3           |
| Membership Wkshp.            | 21          | 12          | 5           | 2           |
| Program Mgmt. Wkshop.        | 8           | 16          | 17          | 5           |
| Prog. Direction Exchanges    | 7           | 18          | 21          | 3           |
| Prog. Direction Finale       | 7           | 16          | 22          | 4           |
| Nat'l. Convention Briefing   | 4           | 19          | 7           | 7           |
| VS/CI Media Event            | 25          | 12          | 1           | 0           |
| I Wish the League Would. . . | 16          | 19          | 3           | 0           |

Do you feel this Council's activities will help you in leading your League?

A lot    25                      Some    21                      Not much    2

More on activities:

- Six mentioned the PSF caucus as being very good.
- Comments about Iola Johnson were positive, tho one person wanted a speaker with newer ideas.
- Six mentioned the skit -- all loved it.
- Thirteen mentioned (and really liked) the riverboat lunch.

Did holding this Council on a weekend make your participation possible or easier?  
Possible or easier:    34                      Didn't matter:    16

What follows is a distillation of remarks. It wasn't feasible to adhere to the questions as they appear on the eval. form in doing this report. Items are listed in order of frequency of appearance on forms.

23 liked having the chance to informally meet members of other Leagues to discuss problems, positions, solutions, etc. This indicates that pre-business-meeting gatherings are a good idea, as is some free time during proceedings.

12 indicated frustration at the generalities expressed in workshops -- lack of concrete new suggestions; too much repetition of old info. They want more Lubbock!

- more -



- 10 wanted more time for program direction activities -- one of the basic reasons for Council.
- 7 would have liked smaller groupings. They felt frustrated by 30-50 person workshops.
- 7 felt good about the more relaxed pace of Council vs. Convention. This is probably something fixed and immutable, however.
- 5 mentioned enjoying the contact with state board. One is looking forward to the promised "road show."
- 4 suggested that program exchange group recorders be trained/briefed better.
- 4 suggested that the convention briefing be optional for those attending.
- 5 (this one's out of order) -- all who mentioned the facilities & general planning by Waco were quite pleased.

Following are one-of-a-kind suggestions, in no sort of order, that may have some merit, or are at least interesting:

1. Provide a list of those attending and their Leagues for each person.
2. Have meetings closer to larger airlines. Mentioned by two people.
3. Have Bobette do a grants workshop.
4. Have something to drink other than coffee & water, i.e. iced tea. (\$\$\$!)
5. Publish a list of League jargon, i.e., PMP. (Is it time to redo "League Lingo"?)
6. Have more parliamentary procedure info. (We could insert that page from the Convention Workbook.)
7. Schedule Council earlier in spring so it doesn't fall so close to natl. Convention.
8. Give observers evaluation sheets.

\*\*\*\*AWARD\*\*\* for the most creative idea: "Is this meeting necessary? Could not much of the formal business of Council be conducted by mail, as consensus procedures are?"

And make of this what you will: "Any state board that can make idiots of themselves must be doing something right!"



April 24, 1980

TO: The following marvelous Waco folks: Carol Miller  
Nancy Newton  
Judy Filer  
Nita Sue Kent  
Jerre Williams  
Linda Poerner  
Lucy Edwards

(I can't make more carbons than this -- please pass along the following to anyone who should know. Thanks.)

FROM: Joann Lovelace, state office

RE: The evaluation forms -- you're probably anxious to hear. . .

50 evaluation forms have been returned as of today, April 24. Only a few more will still come in.

There traditionally is not a place on the form specifically for comments about the host League's planning and the facilities for the event (Council or Convention), so anyone who mentions the above REALLY wants to say something.

13 people mentioned the riverboat lunch! Comments ranged from "wonderful" to "perfect." Quite a few said they enjoyed the change of pace it provided, and although social events always provide a change of pace, the boat trip appealed because it was so relaxing and peaceful. I want to mention how delicious the barbecue was -- sausage was the leanest I've had. Runs a close second to the Newton's tamales! The speaker on the boat was mentioned as a great bonus by a couple of people.

Almost ten indicated how pleased they were with the overall planning done by Waco and with the motel facilities.

The gracefulness, general good humor, and PATIENCE of all of you (and the League members I can't send carbons to) was wondrous to behold. I do want to make it perfectly clear that I am not including Carol's dog in those praises! No doubt a session with that super-capable Parliamentarian would instill a sense of proper procedure in the critter. . . . Tacky jokes as ide -- it would be wonderful to have someone of Calvin Kent's caliber in Beaumont next year. Convention always seems to get sticky somewhere along the line. Nita Sue, please thank him again!

It was such a pleasure working with all of you. Do stop by the office when you're in Austin. Love to see you again!

With apologies for the typing (it wasn't in my job description. . .) -

*Joann*

*for D.C.  
SO-*



*Copies 20 & ea*

2-DC  
50-  
ES

16TH BIENNIAL COUNCIL OF THE LEAGUE OF WOMEN VOTERS OF TEXAS  
APRIL 18-20, 1980  
HOLIDAY INN-35, WACO, TEXAS

*Motel  
offr 112*

COMMITTEES AND CHAIRPERSONS OF LOCAL ARRANGEMENTS

CHAIRPERSON

Carol Miller  
[REDACTED]

CO-CHAIRPERSON

Nancy Newton  
[REDACTED]

REGISTRATION

Judy Filer  
[REDACTED]  
[REDACTED]

FLOOR

Co-chairs: Sue Gainer  
Carol Mark

Nita Sue Kent  
[REDACTED]

BANQUET

Co-chair: Alta Pannell

Jerre Williams  
[REDACTED]

OFFICE AND EQUIPMENT

Co-chairs: Sharon Cushman  
Margaret Walding

Peggy Harris  
[REDACTED]

PUBLICATIONS AND DISPLAY

Co-chair: Mary Ann Thompson

Kay Hansma  
[REDACTED]

PUBLICITY AND PRESS

Co-chair: Lynn Buhlman

Barbara Havins  
[REDACTED]

TREASURER

Linda Poerner  
(See Credentials)

HOSPITALITY

Co-chair: Terri Rose

Lucy Edwards  
[REDACTED]

WORKERS

Co-chair: Nancy Newton

Penny Long  
[REDACTED]

SPECIAL EVENTS

Nancy Newton  
[REDACTED]



SO  
April 24, 1980

TO: Diana & Martha, cc: Ethel

FROM: Joann

RE: Charging Council budget for President's Packets

Invoice #2457 has been sent to Linda Poerner as follows:

|   |     |        |
|---|-----|--------|
| 43 Welcome memo                               | .06 | \$2.58 |
| 86 LWV-T Budget Analysis (2 copies, 2 sheets) | .12 | 10.32  |
| 86 LWV-TEF Budget Analysis " "                | .12 | 10.32  |
| 86 List of Offboard Assignments (2 copies)    | .06 | 5.16   |
| 86 List of FSRs (2 copies)                    | .06 | 5.16   |

|                                  |             |
|----------------------------------|-------------|
| postage to mail 10 not picked up | <u>4.10</u> |
|----------------------------------|-------------|

|                         |         |
|-------------------------|---------|
| Total billed to Council | \$37.64 |
|-------------------------|---------|

The remainder of the packets (and the actual postage to ship those 10 packets) has been charged to LLP and S.U. mailings.

Joann



*Lovelace*

Timed Agenda

President's Council -16th Biennial

Waco, April 19,20, 1980

Saturday, April 19

1:20 To Podium Clark, Gordon, Newton, Parliamentarian, Mayor

1:30 First Plenary Session

Call to order

Diana Clark

Welcome- Waco president  
Introduction of Waco Mayor

Nancy Newton

Welcome-

Mayor George Chase

Exit Mayor and Newton

1:40 Organization of council

Diana Clark

Appointment of parliamentarian  
Calvin Kent

Appointment of committees

Credentials  
Tellers  
Resolutions

1:45 Introductions

Diana Clark

State board ~~and staff~~

Off board chairs

Field Service Reps

Nominating committee

Guests

Roll Call

Catherine Gordon

Local leagues announce #'s attending

State Units " " "

Members-at large (if any)

To Podium Sturgis, Vanderwater, Kever

1:55 Minutes 78 Council

Catherine Gordon

Treasurer's Report

Ethel Sturgis

President's Report

Diana Clark

2:10 Budget Presentation and Discussion

Jeanette Vanderwater

2:35 Program Direction directions

Laura Kever

2:45-3 BREAK

3:00-3:40 Program Direction Exchanges

All Prog. directors

other sb members can observe as desired

3:50-4:30 To Podium Kever and company, Gordon

Laura Kever & others

Program Direction Finale

*AJ - Polter 116*

*NR - O Meyer Conf 318*

*PSF - Shanda 318*

*Gout Nobles 246*

*Airt Bell 136*

*Emergency 322 Rugg*

*Water Dillard 239*

*LU Johnson 128*

*Stuffs*

*need 3 more chairs*



Timed agenda continued

Saturday April 19

4:30 Exit program company except Keever & Gordon remain

To podium Clark, Brown, Vanderwater, Sugihara

National Convention Briefing

Budget, Vanderwater, Sugihara

Bylaws, Brown

Program, Keever

General, Clark

Announcements

Catherine Gordon

caucus locations for after dinner

Sturgis availability to meet with treasurers(?)

5:30-6:30 BREAK

6:30-7:30 State Board Reception around pool-cash bar

All SB and off-boards please attend

7:30-9:30 Dinner

Head table: Iola Johnson, Clark, Clem, Newton, Dorothy

Brown (State pres. 1962-1966) Gordon or Anderson

Clark introduces table, Clem introduces speaker

9:30 Announcements (if any)

Diana Clark

Caucuses--PSF

others

Sunday, April 20

8:00-9:00 President's Breakfast in the bar

9:15 Second Plenary Session

To podium Clark, Sturgis, Keever, Vanderwater, Gordon, Parlim.

TEF report

Diana Clark

Political Action Committee

Possible ballot issues in November

Laura Keever

Explanation of \$\$ and pass the hat

Ethel Sturgis

Adoption of Budget

Jeanette Vanderwater

"I Wish the League Would"

Exit Sturgis, keever, Vanderwater, Parliamentarian

10:30 Enter, Clem, Davis, Sally Kells

VS/CI media event

11:30 Break

11:45 Lunch and Skit -no head table-

Introductions

?

2:00 Announcements & Adjourn

and collapse

Resolutions

Primary  
energy  
approach  
PSF  
N2  
AJ

Secondary  
Well + F Stamps  
Voter Rights  
CL  
Air  
S Waste

Testing  
Keever  
UC  
MS  
Employ  
FSG



March 18, 1980

TO: State board & off board; national guests  
FROM: Joann L.  
RE: YOUR COUNCIL ROOM RESERVATIONS

Save this piece of paper. You will have to tell the motel desk when you arrive whose name your room is held in (in whose name your room is held. . .).

| <u>Name of<br/>Reservee (?)</u> | <u>Roommates</u>                      | <u>Type of<br/>Room</u>          | <u>Arrival date</u>  | <u>Departure<br/>Date</u> |
|---------------------------------|---------------------------------------|----------------------------------|----------------------|---------------------------|
| Ann Savage                      | P. Valsing                            | Double                           | April 16             | April 19                  |
| Ann Viner                       | M. Lisi                               | Double                           | April 16             | April 19                  |
| Diana Clark                     | C. Gordon<br>J. Lovelace              | Suite                            | April 17             | April 20                  |
| Beth Brown                      | L. Keever<br>E. Sturgis               | Triple                           | April 17             | April 20                  |
| Nancy Bene                      | B. Gehan<br>J. Swift                  | Triple                           | April 17             | April 20                  |
| Martha Sarles                   | T. Clem<br>C. Chamblin                | Triple                           | April 17             | April 20                  |
| Cath. Perrine                   | J. Davis<br>N. Price                  | Triple                           | April 17             | April 20                  |
| Isabel Miller                   | L. Carpenter<br>J. Wilbur (Sat. only) | Triple                           | April 17             | April 20                  |
| Evelyn Lord                     |                                       | Single<br>(E. L. pays the diff.) | April 17             | April 20                  |
| Helen Hunter                    | F. Emery<br>B. Materka                | Triple                           | April 18             | April 20                  |
| J. Vanderwater                  | F. Sugihara<br>B. Anderson            | <del>Double</del><br>Triple      | April 18<br>April 19 | April 20<br>April 20      |
| Iola Johnson                    |                                       | Single                           | April 19             | April 20                  |

If I did anything wrong -- it's too late to tell me. You'll have to tell the motel (817) 753-0261 -- AFTER you tell Diana!



TO: State Board  
FROM: Ethel Sturgis  
RE: How you are to deal with Council financial matters

LWV-Texas  
March 7, 1980  
State Board Mailing

State board members' expenses for Council and the precouncil board meeting will be paid from the regular LWV-T account, O. 3. b. Please note that:

Council Registration Fee -- does not apply.

The motel bill will be paid by me from LWV-T funds. YOU are responsible for all OTHER charges on your room bill when you check out (room service, phone calls, etc.).

Please fill out and return to Waco upon receipt the appropriate registration/reservation forms WITH YOUR CHECK.

At a later date, submit a voucher to me for reimbursement of ALL allowable expenses as shown in the Policy Guide (this includes travel, babysitting, meals, activities). An exception: the board approved a maximum reimbursement for the river boat lunch of \$5.00.

Diana has assigned motel rooms and Joann is making the reservations, but YOU are responsible for doing the rest. If a conflict arises and you cannot attend all or part of Council and/or the board meeting, please let Diana know as soon as possible.

Please remember that you'll be able to attend the precouncil workshops as observers only.



LWV-Texas  
March 14, 1980  
State Board Mailing

TO: State Board  
FROM: Diana C.

1. Lois' mother died very suddenly on Tuesday, March 4. The service was the following Friday, Please, no flowers, etc. If anyone should ask you, suggest a contribution to TEF.
2. Evelyn has decided to run (groan) for City Council. Her resignation is pending --- DEpending upon the outcome of the election. You will be hearing more about this. . . .
3. PREBOARDS ARE DUE March 31 -- for mailing April 3.
4. Isabel Miller has been appointed to the Solar Energy Committee of TENRAC (Texas Energy & Natural Resources Advisory Council) which will be chaired by R. R. Commissioner Mack Wallace.
5. Last call for SB members wanting to attend convention -- refer to list sent a few weeks ago. (Martha Sarles has spoken for San Marcos, which suddenly decided it couldn't go.) Room reservations need to be sent by April 11 -- first come first served, for the Texas suite holding 6 (I hope). Please call me before the 22nd or after April 1. Toni cannot go -- Beth is trying to.
6. Council room arrangements: Having heard nothing to the effect that state board members will be arriving/not arriving early/late, here is how things stand:

Arriving Thursday, and rooming together: Clark, Gordon Lovelace  
Brown, Keever, Sturgis  
Clem, Swift, Bene  
Chamblin, Gehan, Sarles  
Perrine, Davis, Price  
Miller, Carpenter  
Lord

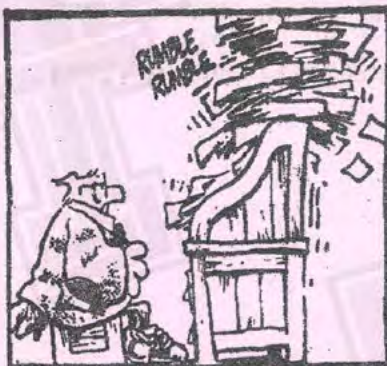
Arriving Friday, and rooming together: Hunter, Emery, Materka  
Vanderwater, Sugihara

Arriving Saturday, rooming w/  
Vanderwater & Sugihara

Wilbur

*See 3/18 list*

SHOE



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LWV of Texas  
May 24, 1979

TO: Local League Presidents  
FROM: State Office  
RE: Local League Board List and DPM/Standing Order Requests

\_\_\_\_\_ We have not received your board list.

\_\_\_\_\_ We have not received your order for DPM/Standing Orders.

In order to serve you better, the state office needs your board list and order for DPM/Standing Orders. The deadline for returning these forms was May 15, 1979. Please complete the information on the enclosed form(s) (yellow - board list; green - DPM/Standing Order) and return promptly to the state office.

If you do not wish to order DPM's or Standing Orders, please indicate "none" on the green form.

Thanks much.





*From the desk of*

CATHERINE GORDON

4/1/80

I have revised the January LWV-T board minutes and will send a revised copy to Diana. Hope it flys this time and you have no other major revisions.

Besides the revised text I am forwarding, you will have to renumber the items on some of the other pages.

I will call Dorothy Brown but Diana will probably want to write her a note also. Some, but few, dress formally for the banquet and quest speaker--right?

To add to the LWTEF agenda--the San Antonio Voters Guide funding request.

*C.G.*

P.S. Nancy Hewton - Waco LWV Pres. wished to invite Paula Brown, Dorothy Brown's daughter in-law, as her guest for the Sat Pm. dinner also. Is this okay with Diana?



March 27, 1980

TO: Cathy G. & Diana

FROM: Joann *g.*

RE: Cathy's memo of 3/25

Paragraph ~~XXX~~ 2: Everyone has a copy of the Council '78 minutes in their files. The only change is the insertion of the word "Someone" on p. 4.

*Would the new board members?? I have a copy in the LUV-T minutes file - but do the other new state board members have a copy??*

Paragraph 4: Am I supposed to do something about this? What national workshop materials??

*NO - just for your information. April 1 - haven't received anything yet. NO.*

Paragraph 5: ~~I'll put that news into today's little memo to the board.~~

Paragraph 6: Council 78 minutes were approved at the September 78 board meeting. They sure AREN'T read at Council. That could be asking for trouble!!!

Democracy goes only so far -- then self preservation takes over.

*I believe vouchers from the board will all go to Ethel. I will have to invoice the Council acct. for the Presidents' Packets, etc.   
 yes, I think Ethel ask that all vouchers be sent to her at the last board meeting. I suppose this way she will be able to sort out board expenses from Council expenses for the Council treasurer.   
 J.L.   
 April 1 - Cathy*



Maex oops --- it's Monday

80

March 24, 1980

TO: Carol Miller  
Cathy Gordon  
Diana Clark

FROM: Joann Lovelace

RE: Dorothy Brown & Council

She replied to the invitation thusly:

It was great to hear from you --- and how pleasant to be remembered for doing something nice.

I will be pleased to be a guest at the Saturday Council dinner on April 19. I do wonder how many of you I will know or who will have ever heard of me.

Looking forward to seeing you. Please let me know the place and the "dress" for the occasion.

Warm personal regards,

Carol -- Cathy -- will one of you give her a call? does she need another note in writing from Diana? Diana, by the way, is in Hawaii until April 1, so it's probably safe of me to ask if you'd take care of Dorothy explaining that Diana is temporarily out of pocket. Thanks much???

Best!



MAR 11 1980

March 3, 1980

Ms. Diana Clark, President  
League of Women Voters of Texas  
1212 Guadalupe  
Suite 109  
Austin, TX 78701

Dear Diana:

Liked your memo to your local Leagues about the Council workshops. We'll be curious to see how many Leaguers will be storming the doors! You will probably get a good response since it is a continuation of a Texas tradition to hold specialized workshops at your Councils and Conventions.

Your letter of February 14th is a model of southern hospitality, and it makes me want to stay on for weeks. Riverboats! Tamales! And my first trip ever to Texas! However, both Marie and I do have to get back to the office for Monday so we will plan to depart on Saturday afternoon. I'll be checking with my travel agent later this week. At this point our plans look like this:

Wednesday April 16: Lisi and Viner arrive in Waco to prepare for workshops. Will make our own reservations at Holiday Inn for that night.

Thursday April 17: Work together on workshops. We accept with pleasure the Waco League's invitation for dinner, thank you. Assume LWV of Texas has made our reservations at Holiday Inn for 17th and 18th.

Friday April 18: After morning preparing, we'll be ready for sessions to begin at 1:00 p.m. continuing through the evening.

Saturday April 19: Workshops repeated.

En route to the office last week I read the Texas State Board's letter to the Lamar County League and had it marked for MTS attention. Then Marie told me that a Lamar board member had called the office. We hope that this sticky matter can be worked out amicably - and productively.



Diana Clark

2

March 3, 1980

We are as anxious as you are that local Leagues flourish and grow strong, and it is our role to give them nourishment when times are bad for them. Let us know if we can help in any way.

Best wishes,

Ann Viner  
Chair  
Management and Training Services



memo LWU-T  
S.O. copy

FEB 25 1980

DATE: February 23, 1980  
TO: Diana Clark  
FROM: Catherine Gordon  
RE: Council 80, State Board Meeting, and Miscellaneous

Carol Miller has called Joann about an invitation and general memo to be included in the council packet. I also reminded her to invite the mayor to give a few welcoming remarks. We probably won't know the name of our mayor at the time of the Council because the mayor is one of the councilpersons elected by themselves after the city election on April 6th. Nancy Newton, Waco League president will also have a few words of welcome.

What would you think if our floor committee requested no smoking during business sessions? Would you veto it? If that is too harsh, could we put a check-off box for smokers and non-smokers on the registration blanks? The floor committee could attempt to seat delegates in smoking and non-smoking sections with this information.

As a reminder- it was suggested at the last state board meeting that an appeal for contributions to the Political Action Fund be made at Council.

Will there be any expenses for a parliamentarian? Nothing has been budgeted.

We will need to know when and how national and Johnson will be arriving and leaving.

Concerning the state board meeting - Waco will send an invitation to the state board members including directions to Nancy Newton's home by the pre-board deadline (March 31st). Also, Evelyn Ford ask to have a single room reserved for her. She will pay the additional cost.

In the miscellaneous category--in reading the bylaws I see that we are chartered for 50 years and the charter was signed in 1930. Does that mean that we have to be rechartered this year?

I am enclosing a complete summary of action on using TEF monies from the Board of Trustees minutes. for you. The second copy is for Ethel.

cc: State Office

Enclosures: summary of action on use of TEF monies  
hotel speciality foods & prices



TENTATIVE AGENDA

STATE BOARD MEETING - APRIL 17-18, 1980

COUNCIL 80 - APRIL 18-20, 1980

HOLIDAY INN I-35, WACO, TEXAS

*Motel*  
THURSDAY, APRIL 17

1:00 - 5:00 PM STATE BOARD MEETING  
6:30 - 8:00 PM DINNER AT NEWTONS  
8:30 - 10:00 PM NATIONAL BRIEFING

4500 SCOTTWOOD

FRIDAY, APRIL 18

10:00 AM - 5:00 PM REGISTRATION  
8:30 AM - 11:15 AM STATE BOARD MEETING  
11:30 AM - 12:45 PM LUNCH ON YOUR OWN  
1:00 PM - 5:00 PM LEADERSHIP DEVELOPMENT WORKSHOP  
5:30 - 7:00 PM DINNER ON YOUR OWN  
7:30 - 10:00 PM PROGRAM MANAGEMENT WORKSHOP  
MEMBERSHIP WORKSHOP

LOBBY

SATURDAY, APRIL 19

8:00 AM - 9:00 PM REGISTRATION  
8:30 AM - 11:00 AM PROGRAM MANAGEMENT WORKSHOP  
*Membership* MANAGEMENT WORKSHOP  
11:30 AM - 1:15 PM LUNCH ON THE RIVER BOAT  
1:30 AM - 2:45 PM OPENING COUNCIL SESSION  
3:00 PM - 3:40 PM PROGRAM DIRECTION EXCHANGES  
3:50 PM - 4:30 PM PROGRAM DIRECTION ~~Final~~ *Finale*  
4:30 PM - 5:30 PM NATIONAL CONVENTION BRIEFING  
6:30 PM - 7:30 PM CASH BAR  
7:30 PM - 9:30 PM DINNER AND SPEAKER  
9:30 PM - 10:30 PM CAUSES - PUBLIC SCHOOL FINANCE  
CAUSES - OTHERS

LOBBY

LAKE BRAZOS

Welcome -  
Nancy Newton, Pres. Waco  
Mayor of Waco  
Organizer of Council  
Introductions  
Minutes of Council '76  
Treasurer's report  
Presentation of budget

SUNDAY, APRIL 20

8:00 AM - 9:00 AM BREAKFAST FOR PRESIDENTS  
BREAKFAST FOR OTHERS ON YOUR OWN  
9:15 AM - 10:15 AM SECOND COUNCIL SESSION  
10:30 AM - 11:45 AM VS/CI WORKSHOP  
11:45 AM - 2:00 PM LUNCH AND SKIT  
2:00 PM ADJOURN

*Motel Restaurant*  
PIPER'S RESTAURANT *Cin*

*35 minute  
final session?*

*Items to be announced.*

*Texas Education Fund Report  
Political Action Committee Report  
Adoption of State Budget -  
I wish the league would . . . .*





AGENDA  
STATE BOARD MEETING - APRIL 17-18, 1980  
COUNCIL 80 - APRIL 18,

EAGLE

PEPPER

WATER

2



COUNCIL '80 BUDGET ANALYSISINCOME:

|                         |                           |            |            |
|-------------------------|---------------------------|------------|------------|
| Registration:           | 62 delegates @ \$22       | \$1364     |            |
|                         | 29 observers @ 16         | <u>464</u> |            |
| Total Registration Fees |                           |            | \$1828     |
| Meals:                  | Boatride 114 @ \$6.50     | 741        |            |
|                         | Dinner 124 @ 9.50         | 1178       |            |
|                         | Luncheon 101 @ 6.00       | 606        |            |
|                         | Pres. Brkfst. 32 @ 5.00   | <u>160</u> |            |
| Total Meals             |                           |            | 2685       |
| Other:                  | Workshop 97 @ 2.00        | 194        |            |
|                         | Sale of Flowers 22 @ 1.50 | <u>33</u>  |            |
| Total Other Income      |                           |            | <u>227</u> |
| TOTAL INCOME            |                           |            | \$4740     |

EXPENSES:

|  |               |   |
|--|---------------|---|
| Planning                                   | \$128.10      |   |
| Equipment/Decorations                      | 73.53         | Sold Caladiums to Waco Leaguers                                       |
| Mailings/Packets                           | 97.31         | Local League Welcome Letter printing and meal ticket printing donated |
| Workbooks                                  | 308.60        | Cover art work donated  |
| President's Packets                        | 37.64         |   |
| Local League Expense                       | 200.21        |   |
| Off-Board Chairs, Nominating Comm., Guests | 434.97        | Parliamentarian donated his time                                      |
| Cash Bar                                   | 30.16         | No charge for bartenders  |
| Miscellaneous                              | 52.85         |   |
| Meals                                      | 2657.06       |   |
| Workshop                                   | <u>141.48</u> |   |
| TOTAL EXPENSES                             | \$4161.91     |   |



FROM: Diana Clark, President

LWV-Texas

May, 1980

LL Pres. Mailing; DPM;  
Standing Order

I. H. 2.

Council - State

C O U N C I L   W R A P U P

The Waco Area League provided super people, nice places, and everything needed for a wonderful Council, 1980. Council Chairman Carol Miller, Co-chairman (and Waco Area LWV President) Nancy Newton, and their whole hard-working-yet-cheerful committee made everything run smoothly. There was plenty of coffee and ice water, the food was delicious, and the boat ride on the Brazos was an inspired idea. Even the weather cooperated so the pre-banquet reception could be held outdoors around the pool.

The official council business was to debate and then adopt the LWV-T budget for fiscal year 1980-81. No amendments to change the figures were adopted. However, the word "stipend" was taken out of the budget key for the legislative office expenses. Since Nancy Bene of Austin has agreed to shift from publications director to legislative director and remain on the board, she will not receive a stipend and present board policies regarding such money remain in effect.

A request was made that the state board make a thorough evaluation of the Texas VOTER since it represents a large chunk of the total budget, to see if it could be improved for every-member readability, or eliminated in favor of some other communication method.

The Saturday night banquet was honored with the presence of former state LWV President (1962-1966) Dorothy Brown of Waco, and Immediate Past President Betty Anderson of Lubbock. We heard a speech by Iola Johnson, TV newswoman from Channel 8 in Dallas. While the speech reiterated the paucity of women in influential jobs or political offices, her answers to questions from the floor revealed the struggle she has had being both black and female to reach the status and salary level she has now attained. She serves as a model for us to become more visible and active on our own behalf.

A highlight of the media presentation by Toni Clem and Sallie Kelz (Sallie is with the High Noon Agency, the senior PR seminar at UT-Austin) was the showing of the 10-second TV spot featuring Barbara Jordan urging everyone to vote. We hope to see this on every station in the state!

We discovered that we had not really allowed enough time for program direction activities. Only a little more than an hour hardly gave the various small groups discussing the myriad state program possibilities time to get started developing approaches for action in the next legislative session. Next time we will try to spend perhaps twice as much time on program and eliminate the national convention briefing (or at least make it optional).

A semi-spontaneous collection for the LWV-Texas Political Action Account, which stood at \$9.54 after campaigning against Amendment #2 last fall, was spearheaded by the Midland League. By passing the hat, we gained \$240.53 toward our campaign regarding several amendments on the November ballot.



## Council Summary (cont.)

Another official portion of Council business is program consideration for the coming year. The program priority exercise we conducted gave the following results:

### PRIORITIES:

#### Primary:

Energy  
Apportionment  
Water  
PSF  
Land Use  
Voting Rights/Election Laws

#### Secondary:

Administration of Justice  
Welfare - food stamps  
Education  
Employment  
Solid Waste

#### Tertiary:

Air  
Housing  
Mod. State Govt.  
Urban Crisis  
Financing State Govt.

This direction will be used by the state board in setting legislative priorities for the coming legislative session.

A new feature of this year's Council was a time for anyone -- delegate or observer -- to speak to "I wish the League would. . . ." Many good suggestions were made; complaints were accepted with good humor. The state board will review all the comments at its next board meeting in May, and implement changes wherever possible.

Before the Council officially began, most delegates attended workshops on Leadership Skills, Membership, and Program Management. These were conducted by a special team of two national board members and the director of Management and Training in the Washington LWV office. The Pennsylvania state board shared their legislative director with us as the fourth team member. As is true with most League people, some got a lot from the experience, others not quite so much. But overall, the Texas Leagues learned a lot by exchanging experiences with those from outside the state, and, of course, from their fellow members from other Texas Leagues. From all reports, we made a very good impression on them. . . .

Council ended on an upbeat note. . . with a skit composed by Toni Clem, PR Vice President and successor to Rodgers and Hammerstein. The actresses were state board members playing the unfamiliar roles of political candidates. From the audience reaction it was a success -- even if a bit unorthodox.

While everyone takes away something different from a statewide League meeting -- just as everyone comes with different expectations -- a note from the Lubbock delegates summed up what the state board always hopes will happen. They wrote, "We feel refreshed, renewed, revitalized, rewarded, re-inspired, and now ready to start a new League year. . . ."

That is a marvelous thing to hear. It more than makes up for my nervousness at presiding at my first Council. . . and forgetting to introduce the parliamentarian!



ADDRESS: Diana Clark,  
President, LWV-Texas

LWV-Texas  
May 2, 1980  
LL Pres. Mailing, DPM  
I.H. 2  
Council-State

GIVEN: LWV-Texas Council-Waco  
April 26, 1980

WE CAN MAKE A DIFFERENCE ... BUT IT'S NOT GETTING ANY EASIER  
A President's Report to the Membership

For at least the last two months I've been meditating on what should be my message to the membership in our 60th anniversary year....should I title it "60 years...what shall we do for an encore? or should I predict what we will be doing 60 years from now...will we still be trying to get a new Texas Constitution? Or should I use this time to be practical and stern about our difficulties in membership, visibility, or money. This agenda time is when a president can be most creative and eloquent...sort of like a concerto cadenza...a virtuoso performance. In my years attending councils and conventions I have heard some inspiring and creative words. But in all candor, I am not particularly eloquent or inspirational when I sit in front of the typewriter. But I do keep a file of others' words!

In fact, if many of you had not been at convention last year, I would be tempted to simply change a word here and there and give you again Ruth Hinerfeld's address to us in San Antonio. In her speech, she touched on League history--quoting a 1921 call to convention which could, after only being in existence one year, state that "The League has power". How best shall we use this power to be a vital and helpful force in this country, and how best to continue the work of educating a conscientious and well-informed electorate? Ruth reminded us that while the answers to these questions have evolved and changed in the 60 years since then, the questions themselves remain as fresh and relevant to life in the League in 1980, as they were in 1921.

From those same questions also evolved questions relating to the institutional strength of the League. But, as Ruth pointed out, sometimes these inward-looking organizational questions dominate our time and energy so much that the original purposes of the League are obscured. By looking inward too often, we fail to appreciate ourselves as much as we are appreciated by others.... We concentrate on our shortcomings rather than our achievements...to the detriment of those things toward which our power to be a vital and helpful force in this country should be directed.

Last spring, after the excitement and enthusiasm of a festive state convention, the new state board was faced with the reality of translating that festivity into a realistic plan of study and work and action for Texas League members. A new 17-member board, only 7 of whom had had any prior state board experience (and 5 of those --including the president, assumed brand new roles)...met for 2 1/2 days in May. We had to develop not only the nuts and bolts of particular portfolios, but, more importantly, new members had to begin to change their whole point of reference from a local perspective to a statewide perspective. At the same time, since we would not meet again for four long months, we had to translate adopted state program into concrete plans for publications, consensus questions, and plans for action-related PR ideas and activities to program issues for local Leagues, and voters service opportunities for an election year. All these components needed to be put together from the perspective of not only their importance in the traditional study/consensus/action sequence, but the perspective of the greatest impact on membership growth and retention at the local level. We tried not to overlook the importance of being prepared to have the greatest impact on the legislature too!



It takes awhile...much longer than two 18-hour days...to make all our ideas jell...not all of them turned out to be great ideas, although I believe most of them were...and some never got off the drawing board. But our biggest accomplishment from that time to this has been turning a group of committed but somewhat nervous or timid people into a cohesive team striking creative sparks from each other for the ultimate goal of making our share of a member's total League experience meaningful and memorable.

At this halfway point in our two-year journey, we've produced three publications on issues together with accompanying study guides and consensus questions... Adult Corrections, Initiative and Referendum, and Public School Finance. We've redesigned our state VOTER and varied its content with a program insert on how the Texas Department of Human Resources works...and other inserts on issues of current interest are in the works.

We've produced a new appealing membership flyer for use by local Leagues and our eye and ear catching theme "Speak up Texas, Register and VOTE" appears on a new flyer and bumper sticker which we want to see on every car across the state. Our blockbuster 10 seconds will be revealed later today. We've produced an election school handbook, a primary VOTERS GUIDE with revealing questions for prospective judicial and railroad commissioner candidates...and a number of tools for local presidents and boards.

Not to be overlooked is our first statewide ballot success...the defeat of the unlamented Amendment #2 on last November's ballot.

We are exceedingly proud of our commitment to maintain a corps of dedicated field service representatives who are assigned to specific Leagues so they may get to know you well and who are available almost at the drop of a hat for visits, training, or consultation on every League concern under the sun.

Less visible perhaps, but equally representing your interests, are those program directors who plow through mountains of weighty reports seeking to discover the real impacts or hidden pitfalls of sometimes obscure rules...and then delivering cogent and hard-hitting testimony at state and federal agency or legislative committee hearings.

It is perhaps heresy to say, given our positions, but at times we are grateful that the legislature meets only in odd-numbered years! Because we then have the time to examine the issues likely to receive the most legislative attention, and to set our League goals and priorities far enough ahead so as to involve all members in legislative action...the high point in League activity and the single most often stated reason for why people join the League in the first place.

I could not end this report without mentioning the perhaps least discussed (but not necessarily the least thought of) aspect of state League work...and that is money. You've been presented a budget today that represents hours and hours of discussion and debate...and from which most of our dreams have long since been removed in the face of reality. You also have in your hands an accounting of money spent this past year. Most of this money comes directly from your League pockets and you have every right to hold the state board accountable for the use of these funds and to expect that they be used on your behalf and in your best interest for the goals you wish to achieve. Even though the state League has been successful up to a point with its fundraising, it is only with your active cooperation and support. In fact, unless we can count on you for additional help in developing new prospects, it doesn't take a crystal ball to foresee that state activities...from field service visits to local Leagues to action in Austin, will inevitably decline in the years ahead.



In concluding this report to Texas League members, I hope that I've focused most on our achievements, not on our shortcomings. I firmly believe that we can continue to accomplish those things that make us powerful...that make us a vital and helpful force in this state...and as we find new and creative ways to make belonging to the League an exciting challenge, more and more Texans will respond to that challenge.

To quote Ruth Hinerfeld once again..."The League of Women Voters, like the nation, is always in a state of transition. Its the bicycle theory of history...you have to keep peddling or you fall off."



DATE: February 6, 1980  
TO: DIANA CLARK  
FROM: CATHERINE GORDON  
RE: COUNCIL 80

As you probably know, Ethel Sturgis met with our Council 80 chair and treasurer. She instructed the treasurer how to set up her books and answered many questions that I was not able to do. Next council treasurer will have a perfect model!

Carol Miller has met with all of her committee chairs and she and the floor committee have met with Cathy Lampe, sales coordinator for Holiday Inn I-35. The river boat tour and lunch reservation will be made. Cathy was able to get the manager of the boat to reduce the cost from \$9 to \$6.50 by raising the minimum number of reservations from 40 to 50. Does this contract need your signature? On the agenda we allowed 15 minutes to get to and from the boat so if Carole reserves the boat from 11:45 to 1:00 PM our agenda can remain unchanged. The boat manager thinks we can be served in an hour and 15 minutes.

I have used the format used previously for the tentative agenda and have included the board meeting so the board members can see the total picture. The meeting rooms will have to be arranged as soon as we know definitely when our speaker is coming. Please let Carol know as soon as you know. Do you wish to met with Carol and Cathy for this task?

Concerning menus--Carol is planning chicken teriyaki (\$9.54 ) for Saturday's banquet and baked ham (\$5.94) served buffet style on Sunday noon. Do we have any Jewish guests or a large number of delegates who would not eat ham? Carol felt that the cost of two entrees would be too high. Our alternate is fried chicken.

Cathy suggests that you chose a set menu for the breakfast for presidents. Not a must, but it would speed up the service. Attached are suggested menus and prices. With a set menu reservations could be made and prepaid.

The cover design and map for the workbook will be forwarded soon. Are the registration forms due on the 18th of February also? I assume they are.

The floor committee would like to know if two floor mikes and six tellers are necessary as stated in the handbook for Council 80? Please request the state office to provide ballots if you think they will be needed.

For your reply Carol Miller's address is 2809 Maple 76707. Her phone number is 817-756-3185.

cc: Carol Miller, state office



BREAKFAST MENUS

CONTINENTAL - \$3.00

fruit juice  
danish pastries  
coffee/tea

CLUB -----\$5.04

fruit juice  
scrambled eggs  
bacon/saugage  
coffee/milk

DELUXE-----\$6.60

fruit juice  
eggs benedict  
fresh fruit  
coffee/milk

Prices include 15% tip and 5% tax.



March 10, 1980

Ms. Iola Johnson  
Channel 8 WFAA-TV  
Communications Center  
Dallas, Texas 75265

Dear Ms. Johnson,

We are delighted that you are able to be the featured speaker at our State Council meeting on Saturday, April 19, 1980 at the Holiday Inn I-35, Waco.

The dinner begins with a reception at 6:30 for which we hope you will be able to be present, followed by dinner at 7:30 and your talk. We have made a reservation for you at the motel, of course, your expenses will be covered by the League.

I am enclosing a pamphlet about the League of Women Voters in general, and you might be interested in knowing that this is the 60th anniversary of our founding -- which is also the 60th anniversary of women being granted the right to vote. As you can see from the literature, the two events are not unconnected!

If you have any questions about arrangements or anything else, I can be reached in Dallas at [REDACTED].

We look forward to meeting you in person.

Sincerely,

Diana Clark  
President

DC:jl

Enclosures

bcc: D. Clark  
C. Gordon  
S.O. —





League of Women Voters of Texas

1212 Guadalupe Suite 109 • Austin, Texas 78701 • Tel. 512/472-1100

March 10, 1980

Mrs. Maurice H. Brown  
[REDACTED]

Dear Dorothy,

As you know, the 16th State Council meeting is in Waco this year -- April 19 and 20. We would very much like to have you as our special guest for dinner Saturday night the 19th, or Sunday the 20th. Saturday evening we begin with a reception at 6:30 and dinner at 7:30. Our speaker will be Iola Johnson, anchorwoman for Channel 8, WFAA-TV in Dallas. Sunday's buffet is at 12:15 with a surprise short and humorous program.

Since this is our first weekend council, we anticipate a good turnout from the local Leagues. Our weekend convention in San Antonio last year was very successful.

In the League's 60th anniversary year we would especially like to recognize your contribution to the success of the League in Texas. I have a special remembrance of your graciousness to me as a new, green delegate to my first convention in Fort Worth when you were state president.

I hope that you will be able to be with us either on Saturday or Sunday. We look forward to hearing from you.

Most sincerely,  
Diana Clark  
President

SECTION 6. The Council shall have the right to suspend or expel any delegate for the application of the constitution and bylaws of the League.

bu: D Clark  
C Gordon  
C Miller  
T Chen  
SD-



TO: LL Presidents, DPM,  
State Units  
Members at Large

FROM: Diana Clark, President

LWV-Texas  
February 8, 1980  
LL Pres.; DPM; MALs  
I. H. 2.  
Council - State

C A L L

This is the official call to the 1980 meeting of the State Council of the League of Women Voters of Texas to be held from 1:30 P.M. Saturday, April 19, to 2:00 P.M. Sunday, April 20, at the Holiday Inn, Waco, Texas.

Two delegates from each local League are to be chosen by the board of each League as provided for in the state bylaws, Article IX, Section 2. Other local League members, members of state units, and members at large are welcome as observers.

Section 3 of Art. IX of the bylaws provides that "The Council shall consider program, methods of work, and budget as submitted by the board of directors."

Plan now for your maximum participation in this FIRST weekend Council!



LWV-Texas  
April, 1980

W E L C O M E   T O   W A C O ! !

This is your President's Packet. It contains some things for you to use as tools during Council:

LWV-Texas & LWV-T Education Fund Budget Analyses  
LWV-Texas Off-board Associate Directors List  
LWV-Texas Field Service Representatives List

It contains duplicates of the above information for use by your second delegate at Council.

It contains the forms (gold) which your League's treasurer will use during the coming year. Please forward them to her as soon as you return home.

It contains your copies of the Public School Finance study information (Facts & Issues, Leaders Guide, consensus questions), plus an order blank to fill out and leave in the Publications Room if you wish to purchase quantities of PSF publications to take with you.

It contains one copy of the new Voters Service brochure, "Speak Up, Texas" plus an order blank to fill out and leave in the Publications Room if you wish to purchase a quantity of this new publication for your League.

It contains the form you need (green) in order to renew your League's state DPMs and Standing Orders for the coming year. It also contains the (gold) form for notifying the state office of your board members for the coming year. Please observe the deadlines.

Last -- hardly least -- it contains an updated version of "The President's Counselor." It's your book, not very helpful for anyone else on your League's board, but intended as a basic manual to make your daily life easier. We hope you like it!

League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701



TO: State Board  
FROM: Ethel Sturgis  
RE: How you are to deal with Council financial matters

LWV-Texas  
March 7, 1980  
State Board Mailing

State board members' expenses for Council and the precouncil board meeting will be paid from the regular LWV-T account, O. 3. b. Please note that:

Council Registration Fee -- does not apply.

The motel bill will be paid by me from LWV-T funds. YOU are responsible for all OTHER charges on your room bill when you check out (room service, phone calls, etc.).

Please fill out and return to Waco upon receipt the appropriate registration/reservation forms WITH YOUR CHECK.

At a later date, submit a voucher to me for reimbursement of ALL allowable expenses as shown in the Policy Guide (this includes travel, babysitting, meals, activities). An exception: the board approved a maximum reimbursement for the river boat lunch of \$5.00.

Diana has assigned motel rooms and Joann is making the reservations, but YOU are responsible for doing the rest. If a conflict arises and you cannot attend all or part of Council and/or the board meeting, please let Diana know as soon as possible.

Please remember that you'll be able to attend the precouncil workshops as observers only.



TO: LL Presidents, State Units, Members at large  
FROM: Carol Miller, Local Council Chair  
RE: Waco Council Arrangements

LWV-Texas  
March 7, 1980  
LL Pres. Mailing (2); MAL  
I. H. 2.  
Council - State

WELCOME TO WACO!

Members of the Waco League are looking forward to your coming to the 1980 State Council, April 19-20. We hope your stay will be enjoyable and pleasant.

Motel reservation cards are enclosed with this mailing. Room costs:

Single: \$26.00  
Double: 34.00  
Triple: 38.00  
Quad: 42.00

These cards should be sent DIRECTLY to the Waco Holiday Inn by April 1. Deadline for room cancellations is April 5. The motel has requested that there be one reservation card per room; therefore, one person should make reservations and add roommates' names to the card. (I know there's little space. Sorry!)

Registration fees will be \$22.00 for delegates; and \$16.00 for observers. Members of State Units and members-at-large are most welcome and encouraged to attend as observers.

The registration forms and check should be sent to: Linda Poerner  
126 Castleman Circle  
Hewitt, TX 76643

Forms and check must be received by Linda BY APRIL 1.  
Cancellations received by her by April 7 will receive a full refund of the registration fee; cancellations received after that date CANNOT BE refunded.

There will be three meals served during Council. They are:

Dinner, Saturday April 19 (featuring speaker  
Iola Johnson, newscaster for WFAA-TV in  
Dallas) \$9.50

Presidents' Breakfast, Sunday April 20 (one  
person from each League or state unit  
only) \$5.00

Buffet Luncheon, Sunday April 20 \$6.00

These prices include tax and gratuity.

Meals are an important part of the Council agenda. We hope you will attend.

We also hope that you will join us on Saturday, April 19, for a luncheon cruise on the riverboat Brazos Queen. Barbecue and all the trimmings will be served as we hear a commentary on the Brazos River and its environment. The cruise begins at 11:30 on Saturday. Cost of lunch and cruise is \$6.50, tax and gratuity included.

Meals and cruise must be pre-paid by sending the total number of reservations and check to Linda Poerner by April 1. Cancellations received by April 7 will be

- more -



## Council Arrangements (cont.)

refunded. No refunds will be given for cancellations received after that date. However, if there are not enough reservations for the boat trip, it will be cancelled and money refunded.

### Miscellaneous:

1. Workbooks for delegates (two per League) are included in this mailing to LL presidents. Workbooks for registered observers will be provided at no cost and may be picked up at the registration desk in Waco.\*
2. Check out time at the motel is 2:00 P.M.
3. Registration forms for observers may be Xeroxed in the quantity necessary.

\* Members at large who register as observers may obtain their workbooks prior to Council by writing to the state office. This does not include members of State Units because the S.U. Chairs will each receive one workbook in this mailing.



LWV-Texas  
March 7, 1980  
LL Pres. Mailing (2);  
NOT ON DPM  
I. H. 2.  
Council - State

DEADLINE FOR RETURN: April 1, 1980

MAIL ONE COPY TO ADDRESS BELOW; KEEP ONE  
COPY FOR YOUR RECORDS.

PUBLICATIONS ROOM

There will be a special room for the use of those Leagues having material (membership, development, local government, etc.) to display and/or sell. Table space and bulletin board space will be available, although the bulletin board space will be limited to no more than two items per League (for display purposes only). Please use this form to indicate the type of material, and the amount of table space you'll require.

If you plan to sell any of your material, please bring a container for money as each local League will be responsible for its own sales. An unattended money container, clearly-marked prices, and the honor system usually work.

SPECIAL NOTE: If you have a slide show, please bring your own projector or let us know if you will need one.

SEND ONE COPY OF THIS FORM along with your registration forms to:

KEEP ONE COPY FOR YOUR RECORDS.

Linda Poerner  


TYPE OF MATERIAL:

AMOUNT OF SPACE NEEDED: Table:

Bulletin  
Board:        Yes        No

League of Women Voters of \_\_\_\_\_

Person completing this form \_\_\_\_\_

Address \_\_\_\_\_

Phone (      ) \_\_\_\_\_  
A/C

If necessary, use other side of form to list material.



TO: LL Presidents, 2 copies (2nd copy to  
PR Chair)  
FROM: Toni Clem, PR Vice President, LWV-T  
RE: Sample press release for Council in Waco

LWV-Texas  
March 7, 1980  
LL Pres. Mailing (2)  
I. H. 2.  
Council-State

\_\_\_\_\_, President of the League of Women Voters of \_\_\_\_\_  
will attend the 1980 League of Women Voters of Texas Council meeting in Waco,  
April 19-20.

Also attending from \_\_\_\_\_ will be \_\_\_\_\_.

Iola Johnson, news anchorwoman for WFAA-TV in Dallas, is keynote speaker. A  
graduate of the University of Arizona with degrees in political science and  
journalism, Miss Johnson has received numerous awards for broadcast reporting  
excellence.

Highlighting the Waco Council is a special workshop on Leadership Development  
Skills. Ann Viner, LWV-United States board member overseeing the Management and  
Training Division in Washington, D.C., will conduct the workshop Friday and  
Saturday preceding the Council meeting.

A statewide League Council is held in even-numbered years to provide an  
opportunity for local Leagues to give direction to League program, adopt budget,  
help set League action priorities, and exchange project ideas and problem  
solutions. Presidents of 37 Leagues and chairpersons of six State Units in Texas  
will attend the Council to be held in the Waco Holiday Inn.

The League of Women Voters promotes political responsibility through  
informed and active participation of citizens in government and acts on selected  
governmental issues. The League does not support or oppose any political party  
or candidate. Membership is open to all persons of voting age.

- 30 -

Local League contact: (name & phone number)



C O U N C I L -- April 19 - 20, 1980 -- Waco, Texas  
Holiday Inn I-35

DEADLINE FOR REGISTRATION: April 1, 1980

DEADLINE FOR CANCELLATION WITH REFUND: April 7, 1980

MAIL TWO COPIES TO ADDRESS GIVEN BELOW; BRING THIRD COPY WITH YOU TO COUNCIL

REGISTRATION FORM FOR STATE BOARD, OFF-BOARD, NOMINATING COMMITTEE, GUESTS

Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Address \_\_\_\_\_

League \_\_\_\_\_ Check one: \_\_\_\_\_ State board  
\_\_\_\_\_ Off-bd. or Nom. Committee  
\_\_\_\_\_ Guest or Other \_\_\_\_\_

The following three meals will be available as part of Council. Please indicate your reservations as follows:

Name \_\_\_\_\_ St. bd., off-bd., Nom. comm.,  
\_\_\_\_\_ guest, other \_\_\_\_\_

Lunch on the Brazos Queen, Saturday, April 19 \$6.50 \_\_\_\_\_

Dinner, Saturday, April 19 9.50 \_\_\_\_\_

Lunch, April 20 (Sunday) 6.00 \_\_\_\_\_

(Tax & gratuity included in each) TOTAL = \_\_\_\_\_

WORKSHOPS, Friday, April 18; Saturday, April 19

If you observe workshop(s) on one day only, the enrollment fee is \$1.00. If you wish to observe for two days, the fee is \$2.00. Please indicate which workshop(s) you wish to observe and the amount of your fee. Enrollment for the workshops is limited to 80. Delegates are given first priority.

Name \_\_\_\_\_ St. bd., off-bd., nom. Comm.,  
\_\_\_\_\_ guest, other \_\_\_\_\_

Friday, April 18: \_\_\_\_\_ Leadership Development Workshop (1 - 5 P.M.)

Circle one: Program Management OR Membership (7:30 P.M. - 10:30 P.M.)

Saturday, April 19: Circle one: Program Management OR Membership (8:30A.M.-11A.M.)

Your fee \$ \_\_\_\_\_

Please attach a check including your meal payments and workshop observation fee, and mail with TWO COPIES of this form to: Linda Poerner  
[REDACTED]

Enclosed is a total of \$ \_\_\_\_\_

Please indicate your estimated time of arrival:

Date: \_\_\_\_\_ Time: \_\_\_\_\_



C O U N C I L -- April 19 - 20, 1980 -- Waco, Texas  
Holiday Inn I-35

DEADLINE FOR REGISTRATION: April 1, 1980

DEADLINE FOR CANCELLATION WITH REFUND: April 7, 1980

MAIL TWO COPIES TO ADDRESS GIVEN BELOW; BRING THIRD COPY WITH YOU TO COUNCIL

REGISTRATION FORM FOR DELEGATES

Delegate's Name \_\_\_\_\_

Address \_\_\_\_\_

Representing local League \_\_\_\_\_ Phone (     ) \_\_\_\_\_

Portfolio \_\_\_\_\_ Registration fee is \$22.00  
A/C

The following four meals will be available as part of the program. Please indicate your reservations as follows:

Delegate's Name \_\_\_\_\_ League \_\_\_\_\_

Lunch on the Brazos Queen, Saturday, April 19 \$6.50 \_\_\_\_\_

Dinner, Saturday, April 19 9.50 \_\_\_\_\_

Presidents' Breakfast, Sunday, April 20 5.00 \_\_\_\_\_

(Limited by space to 1 person per League or State Unit)

Lunch, Sunday, April 20 6.00 \_\_\_\_\_

(Tax & gratuity included in each) TOTAL = \_\_\_\_\_

WORKSHOPS, Friday April 18; Saturday, April 19

If you attend workshop(s) on one day only, the enrollment fee is \$1.00. If you wish to attend for two days, the fee is \$2.00. Please indicate which workshop(s) you wish to attend and the amount included for your fee. Enrollment for the workshops is limited to 80. Delegates are given first priority.

Delegate's Name \_\_\_\_\_ League \_\_\_\_\_

Friday, April 18: \_\_\_\_\_ Leadership Development Workshop (1 - 5 P.M.)

Circle one: Program Management OR Membership (7:30 P.M. - 10:30 P.M.)

Saturday, April 19: Circle one: Program Management OR Membership (8:30 A.M.-11 A.M.)

Your enrollment fee \_\_\_\_\_

Please attach a check including your registration fee, meals, and workshop fee, and mail with TWO COPIES of this form to: Linda Poerner

Enclosed is a total of \$ \_\_\_\_\_

Please indicate your estimated time of arrival:

Date: \_\_\_\_\_ Time: \_\_\_\_\_



C O U N C I L -- April 19 - 20, 1980 ---Waco, Texas  
Holiday Inn I-35

DEADLINE FOR REGISTRATION: April 1, 1980

DEADLINE FOR CANCELLATION WITH REFUND: April 7, 1980

MAIL TWO COPIES TO ADDRESS BELOW; BRING THIRD COPY WITH YOU TO COUNCIL

REGISTRATION FORM FOR OBSERVERS

(Xerox copies if necessary -- three copies per observer)

Name \_\_\_\_\_

Address \_\_\_\_\_

Local League name, State Unit, or Member at Large \_\_\_\_\_

Phone (     ) \_\_\_\_\_ Registration fee is \$16.00

The following three meals will be available as part of the program. Please indicate your reservations as follows:

Name \_\_\_\_\_ League name, State Unit, or  
Member at Large \_\_\_\_\_

Lunch on the Brazos Queen, Saturday, April 19 \$6.50 \_\_\_\_\_

Dinner, Saturday, April 19 9.50 \_\_\_\_\_

Lunch, Sunday, April 20 6.00 \_\_\_\_\_

(Tax & gratuity included in each) TOTAL = \_\_\_\_\_

WORKSHOPS, Friday April 18; Saturday, April 19

If you attend workshop(s) on one day only, the enrollment fee is \$1.00. If you wish to attend for two days, the fee is \$2.00. Please indicate which workshop(s) you wish to attend and the amount of your fee. (Enrollment for the workshops is limited to 80. Delegates are given first priority.)

Name \_\_\_\_\_ League or State Unit name,  
or Member at Large \_\_\_\_\_

Friday, April 18: \_\_\_\_\_ Leadership Development Workshop (1 - 5 P.M.)

Circle one: Program Management OR Membership (7:30 P.M. - 10:30 P.M.)

Saturday, April 19: Circle one: Program Management OR Membership (8:30 A.M.-11 A.M.)

Your enrollment fee \$ \_\_\_\_\_

Please attach a check including your registration fee, meals, and workshop fee, and mail with TWO COPIES of this form to:

Linda Poerner  
126 Castleman Cir.  
Hewitt, TX 76643 (817) 662-5458

Enclosed is a total of \$ \_\_\_\_\_

Please indicate your time of arrival:

Date: \_\_\_\_\_ Time: \_\_\_\_\_



TO: LL Presidents, State Units (2 copies, 2nd  
copy to Council delegate)

FROM: Diana Clark, President

LWV-Texas  
February, 1980  
LL Pres. (2)  
I. H. 2.  
Council - State

The state board, with the enthusiastic cooperation of the LWVUS is happy to bring you a special precouncil workshop on Leadership Development Skills. The workshop will begin on Friday, April 18, 1980 at 1:00 P.M. and end at 11:30 A.M. on Saturday the 19th. Ann Viner, national board member overseeing the Management and Training Division; and Marie Lisi, staff director for M & T, and an off-board program management specialist, will be conducting the sessions.

Agenda Friday April 8, 1980

1:00 Leadership/Management Development  
Why be a leader  
What do you expect from a leader  
How do you attract and keep leaders  
Job descriptions  
Negotiation  
Motivation  
Assessment/recognition

How can we relate this to specific needs in the League today

3:00 Break into three groups (according to League size) for hands-on practice and discussion using a variety of techniques for problem solving

5:00 Dinner on your own

7:30- Membership -- how to grow

10:00 Why join? Why Stay? What is the LWV to you?  
Attitudes about getting and keeping members  
Marketing the LWV -- the product -- the consumers  
Developing a plan for growth

OR

7:30- Program management

10:00 Do we have a consensus on consensus  
General techniques - how to word a consensus question, a position  
Looking at program overall - hard choices statement

Saturday April 19, 1980

8:30- Membership - how to grow (repeated)

11:00 Program management (repeated)

If time and money were no problem each of these workshops could be expanded enough for a three-day session. However, in the light of reality, we have selected what we think are the issues most important for League leaders right now and compressed them into this short time frame. Since space is limited and in order to allow maximum individual participation in the various discussions, attendance will be limited to 80 persons. Registration priority will be given to delegates, then others as space permits.

- more -



In order to estimate the number of participants, please fill out this PRELIMINARY blank for the Leadership Skills workshop and RETURN BY FEBRUARY 25.

The fee for both days is \$2.00 to cover cost of refreshments and materials. For those able to attend only the Saturday morning session, the fee will be reduced to \$1.00.

-----

PLEASE RETURN BY FEBRUARY 25, 1980 TO

League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701

Yes, we want our League/State Unit to participate in the Leadership Skills Workshop.

Name \_\_\_\_\_

Name \_\_\_\_\_

from LWV or State Unit: \_\_\_\_\_

Attending both days (Fri. & Sat.): ☐

Council delegate ☐ ☐

Attending Saturday only: ☐

Observer ☐ ☐

Other ☐ ☐

Date \_\_\_\_\_



November 30

|                        |                    |         |
|------------------------|--------------------|---------|
| 7:30-9:30 Friday night | Program Management | 1 group |
|                        | Membership         | 1 group |

Please feel free to add or subtract components....

This is a capsule version of a session that is normally much longer, so here again it could be expanded if desired.



December 7, 1979

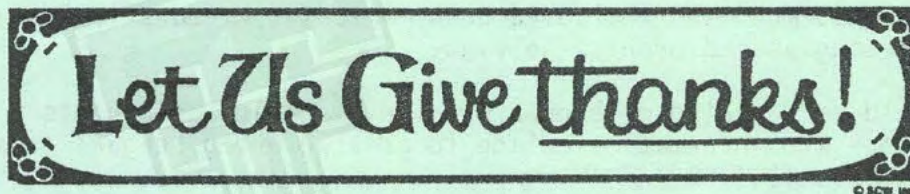
TO: State board  
FROM: Your office  
RE: Various

The new Energy Director is Isabel Miller (Tom)



\* \* \* \* \*

To the board that approved salary raises for us we say:



- more -



PREBOARD REPORT

NOVEMBER, 1979

FROM: Catherine Gordon

RE: Tentative Outline of 16th Biennial Council - LWV-Texas

NOTE FROM DIANA C: We want YOU (the board) to fill in the time schedule.

APRIL 17 - Tuursday afternoon

STATE BOARD MEETING

Thursday evening

DINNER WITH WACO?

PARIL 18 - Friday morning

STATE BOARD MEETING

Friday afternoon

MANAGEMENT SKILLS WORKSHOP

Friday evening

MANAGEMENT SKILLS WORKSHOP

APRIL 19 - Saturday morning

Saturday 9 A.M. to 1 P.M.

COUNCIL REGISTRATION

11 A.M. to 1 P.M.

LUNCH ON THE RIVER BOAT

1 P.M.

COUNCIL OPENING SESSION

3 P.M.

PROGRAM WORKSHOP

??

NATIONAL CONVENTION BRIEFING

??

DINNER & SPEAKER OR SKIT

APRIL 20 - Sunday

PRESIDENT'S BREAKFAST

BKFST FOR OTHERS (informal sharing)

Sunday

SECOND SESSION

Sunday

VS/CI WORKSHOP

a. Getting Out the Vote

b. How to Capitalize on VS VISIBILITY

Sunday

LUNCH & SPEAKER OR SKIT



Charged to  
Council .

Invoice # 2457



LWV-Texas  
April, 1980

W E L C O M E   T O   W A C O ! !

This is your President's Packet. It contains some things for you to use as tools during Council:

LWV-Texas & LWV-T Education Fund Budget Analyses  
LWV-Texas Off-board Associate Directors List  
LWV-Texas Field Service Representatives List

It contains duplicates of the above information for use by your second delegate at Council.

It contains the forms (gold) which your League's treasurer will use during the coming year. Please forward them to her as soon as you return home.

It contains your copies of the Public School Finance study information (Facts & Issues, Leaders Guide, consensus questions), plus an order blank to fill out and leave in the Publications Room if you wish to purchase quantities of PSF publications to take with you.

It contains one copy of the new Voters Service brochure, "Speak Up, Texas" plus an order blank to fill out and leave in the Publications Room if you wish to purchase a quantity of this new publication for your League.

It contains the form you need (green) in order to renew your League's state DPMs and Standing Orders for the coming year. It also contains the (gold) form for notifying the state office of your board members for the coming year. Please observe the deadlines.

Last -- hardly least -- it contains an updated version of "The President's Counselor." It's your book, not very helpful for anyone else on your League's board, but intended as a basic manual to make your daily life easier. We hope you like it!

( League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701 )



LEAGUE OF WOMEN VOTERS OF TEXAS  
BALANCE SHEET AND BUDGET ANALYSIS  
JUNE 1, 1979 - MARCH 31, 1980

March 1980  
I.D.2.e.

BALANCE SHEET      MARCH 31, 1980

ASSETS

|                     |  |               |                    |
|---------------------|--|---------------|--------------------|
| Cash:               | Austin National Bank--checking                         | 10,126.02     |                    |
|                     | Austin National Bank--office account                   | 300.00        |                    |
|                     | Petty Cash   | 30.00         |                    |
|                     | First Federal, Austin--regular savings                 | 2,364.04      |                    |
|                     | Merrill Lynch Ready Assets--regular savings            | 11,422.55     |                    |
|                     | First Federal, Austin--C.D.                            | 4,670.56      |                    |
|                     | National Bank of Commerce, San Antonio--'79 Conv.acct. | (7.50)        |                    |
|                     | Central National Bank, Hewitt--'80 Council acct.       | 500.00        |                    |
|                     | Beaumont '81 Convention account                        | <u>500.00</u> | 29,905.67          |
| Accounts Receivable |  |               | 36.39              |
| Prepaid Expenses    |  |               | <u>246.52</u>      |
|                     | <u>TOTAL ASSETS</u>                                    |               | <u>\$30,188.58</u> |

LIABILITIES AND NET WORTH

|                     |                                  |                    |                    |
|---------------------|----------------------------------|--------------------|--------------------|
| <u>Liabilities:</u> | Sales Tax Due                    | 29.04              |                    |
|                     | Accounts Payable                 | <u>234.22</u>      | 263.26             |
| <u>Net Worth:</u>   | Net Worth 6/1/79                 | 26,043.81          |                    |
|                     | Income 6/1/79-3/31/80            | 40,172.54          |                    |
|                     | Expends 6/1/79-3/31/80           | <u>(36,291.03)</u> |                    |
|                     | Net Gain                         | <u>3,881.51</u>    |                    |
|                     | NET WORTH 3/31/80                |                    | <u>29,925.32</u>   |
|                     | <u>LIABILITIES AND NET WORTH</u> |                    | <u>\$30,188.58</u> |

BUDGET ANALYSIS      MARCH 31, 1980

INCOME

|                                      | <u>BUDGETED</u><br><u>1979-80</u> | <u>ADJUSTED</u><br><u>TO</u> | <u>ACTUAL</u><br><u>to 3/31</u> | <u>IN KIND</u><br><u>to 3/31</u> |
|--------------------------------------|-----------------------------------|------------------------------|---------------------------------|----------------------------------|
| A. <u>Support</u>                    |                                   |                              |                                 |                                  |
| 1. Local League Support              |                                   |                              |                                 |                                  |
| a. Per Member Payment                | 27,580                            |                              | 21,640.50                       |                                  |
| b. Contributions                     | -0-                               |                              | -0-                             |                                  |
| 2. State Unit Support                |                                   |                              |                                 |                                  |
| a. Member Dues                       | 940                               |                              | 1,630.00                        |                                  |
| b. Finance Effort                    | 400                               |                              | -0-                             |                                  |
| 3. Dues, Members-at-large            | 680                               |                              | 485.00                          |                                  |
| 4. Provisional League Support        | -0-                               |                              | -0-                             |                                  |
| 5. Contributing Member Supp. (Nat'l) | 75                                |                              | 25.00                           |                                  |
| 6. Nat'l Fund Raising, State Share   | 20                                |                              | -0-                             |                                  |
| B. <u>Interest on Savings</u>        | 600                               |                              | 940.35                          |                                  |
| C. <u>Sale of Publications</u>       |                                   |                              |                                 |                                  |
| 1. DPMs                              | 1,800                             |                              | 2,056.00                        |                                  |
| 2. Standing Orders                   | 1,400                             |                              | 1,274.00                        |                                  |
| 3. Publications on Hand              | 400                               |                              |                                 |                                  |
| a. Prior Admin. of Justice           |                                   |                              | 91.65                           |                                  |
| b. Membership Flyer '78-'79          |                                   |                              | -0-                             |                                  |
| c. Informals and Business Cards      |                                   |                              | 63.00                           |                                  |



|                                       | BUDGETED        | ADJ. TO         | ACTUAL             | IN KIND          |
|---------------------------------------|-----------------|-----------------|--------------------|------------------|
| C. Sale of Publications, con't        |                 |                 |                    |                  |
| 3. d. Poverty Slide Show Handout      |                 |                 | 8.80               |                  |
| e. Others                             |                 |                 | 326.58             |                  |
| 4. "We Support"                       | 800             | 400             | -0-                |                  |
| 5. Membership Flyer '79-'80           | -0-             |                 | 142.46             |                  |
| D. Contributions                      |                 |                 |                    |                  |
| 1. Member Cash                        | 50              |                 | 25.00              |                  |
| 2. State Fund Raising                 | 6,875           |                 | 7,550.00           |                  |
| 3. State Bd. & Committees, non-cash   | -0-             |                 | -0-                | 469.30           |
| E. Contractual Services               | -0-             |                 |                    |                  |
| 1. Academy for Contemp Prob.--Justice |                 |                 | 2,800.00           |                  |
| F. Convention/Council                 |                 |                 |                    |                  |
| 1. Council 1980                       | 3,000           |                 | -0-                |                  |
| 2. Convention '79                     | -0-             |                 | (484.72)           |                  |
| G. Professional Assistance            | 2,500           |                 | 1,598.25           |                  |
| H. Unbudgeted                         | -0-             | 3,054           | .67                |                  |
| <b>TOTAL INCOME</b>                   | <b>\$47,120</b> | <b>\$49,774</b> | <b>\$40,172.54</b> | <b>\$ 469.30</b> |

EXPENDITURES

|                                     |         |        |            |        |
|-------------------------------------|---------|--------|------------|--------|
| K. State Office                     |         |        |            |        |
| 1. Equipment Maintenance            | 655     |        | 627.74     |        |
| 2. General Supplies                 | 1,500   |        | 512.81     |        |
| 3. Postage                          | 1,500   |        | 803.64     |        |
| 4. Telephone                        | 1,000   |        | 862.57     |        |
| 5. Insurance                        | 190     |        | 160.16     |        |
| 6. Rent                             | 4,176   |        | 3,706.00   |        |
| 7. Salaries                         | 11,510  | 12,242 | 9,775.00   |        |
| 8. Payroll Taxes                    | 1,313   | 1,363  | 573.68     |        |
| 9. Audit and Tax Report             | 375     |        | 375.00     |        |
| 10. Equipment Purchases             | 50      |        | 23.09      |        |
| 11. Office Overhead (credits)       | (3,000) |        | (2,792.33) |        |
| 12. LWV-TEF Reimbursement (credits) | (6,423) |        | (3,200.96) |        |
| O. Board and Administration         |         |        |            |        |
| 1. President                        |         |        |            |        |
| a. Travel, Per Diem, Representation | 1,200   |        | 318.20     | 68.00  |
| b. Secretarial Assistance           | 300     | -0-    | -0-        |        |
| c. Telephone                        | 350     | 700    | 764.67     |        |
| d. Postage and Supplies             | 120     |        | 114.12     | 5.00   |
| 2. Treasurer                        | 275     |        | 303.80     | 29.94  |
| 3. Board of Directors               |         |        |            |        |
| a. Tools                            | 510     |        | 507.34     |        |
| Training                            | 623     |        | 415.95     |        |
| b. Board Meetings--March            | 1,726   |        | -0-        |        |
| June, Sept., Jan.                   | 3,827   |        | 3,680.97   | 107.00 |
| November (mini)                     | 890     |        | 592.68     | 23.20  |
| c. Administration                   | 200     |        | 111.34     | 7.02   |
| d. Mailings to Board                | 1,500   |        | 1,229.83   |        |
| 4. Administrative Committees        |         |        |            |        |
| a. Budget                           | 211     |        | 243.52     | 10.00  |
| b. Development                      | 250     |        | 120.80     |        |
| c. Interim Committees               | 300     |        | 260.97     | 20.00  |
| d. Nominating                       | 142     |        | 4.05       |        |
| 5. LWV-TEF Reimbursement (credits)  | (4,011) |        | (1,473.02) |        |
| P. Convention/Council               |         |        |            |        |
| 1. State Council 1980               | 3,000   |        | -0-        |        |
| 2. National Convention 1980         | 1,450   |        | -0-        |        |
| 3. State Convention 1979            | -0-     |        | (499.26)   |        |



|   | BUDGETED | ADJ. TO  | ACTUAL      | IN KIND   |
|---|----------|----------|-------------|-----------|
| Q. <u>National Services</u>                 |          |          |             |           |
| 1. MAL PMP                                  | 340      |          | 340.00      |           |
| 2. State Units, PMP                         | 470      |          | 470.00      |           |
| R. <u>Public Relations</u>                  |          |          |             |           |
| 1. Vice President's Expenses                | 150      |          | 105.24      |           |
| 2. VOTER                                    | 3,230    |          | 3,703.87    |           |
| 3. LWV-TEF Reimbursement (VOTER)            | (1,292)  |          | (530.85)    |           |
| 4. PSA Slides                               | 100      |          | -0-         |           |
| 5. Publications                             |          |          |             |           |
| a. DPMs                                     | 1,800    |          | 1,166.77    |           |
| b. Standing Orders                          | 1,400    |          | 856.08      |           |
| c. Publications on Hand                     | 180      |          | 460.70      |           |
| d. Legislative Newsletter                   | 70       |          | 129.72      |           |
| e. "We Support"                             | 700      | 600      | -0-         |           |
| f. Program Briefs                           | -0-      |          |             |           |
| (1) 4 Human Resources                       |          | 500      | 504.85      |           |
| (2) Water                                   |          | 150      | 116.05      |           |
| (3) 2 Energy                                |          | 150      | 92.84       |           |
| g. Membership Flyer                         | -0-      | 250      | 147.48      |           |
| h. Historical Perspective                   | -0-      | 500      | -0-         |           |
| S. <u>Organization</u>                      |          |          |             |           |
| 1. Vice President's Expenses                | 200      |          | 163.32      | 5.00      |
| 2. Field Service                            |          |          |             |           |
| a. Reps. and Director                       | 2,100    |          | 1,615.83    | 64.62     |
| b. Special Consultants                      | 300      |          | 41.50       |           |
| 3. Workshops (Pres. + Prog. Mgmt.)          | 304      | 664      | -0-         |           |
| 4. Project Outreach                         | 1,000    | -0-      | -0-         |           |
| 5. New Leagues & New State Units            | 100      |          | 48.88       |           |
| 6. Membership                               | 250      |          | 98.16       | 3.60      |
| 7. Provisional Leagues                      | -0-      |          | -0-         |           |
| 8. State Unit Support                       | 250      | 900      | 714.60      | 8.20      |
| 9. Mailings to State Units                  | 329      |          | 144.14      |           |
| 10. Mailings to MALs                        | 238      | 350      | 278.88      |           |
| 11. Mailings to LL Presidents               | 1,800    |          | 1,051.68    |           |
| 12. LWV-TEF Reimbursement (credits)         | (473)    |          | (153.21)    |           |
| T. <u>Program</u>                           |          |          |             |           |
| 1. Vice President's Expenses                | 300      | 450      | 247.15      | 64.00     |
| 2. Program Action                           |          |          |             |           |
| a. Administration of Justice                | 375      | 350      | -0-         |           |
| b. Air                                      | 200      | 100      | 54.48       | 23.72     |
| c. CZM-Land Use                             | 125      | 350      | 288.64      | 30.00     |
| d. Energy                                   | 375      | 300      | 101.50      |           |
| e. Government                               | 200      |          | 23.60       |           |
| f. HR--Welfare, Children, etc.              | 375      | 325      | 14.50       |           |
| g. HR--Educ., Housing, Rev. Sh., etc.       |          | 325      | 40.00       |           |
| h. International Relations                  | 25       | 50       | -0-         |           |
| i. Property Tax Reform                      | 200      |          | 8.40        |           |
| j. Water                                    | 375      | 350      | 24.37       |           |
| k. Uncommitted                              | 250      | 50       | 14.17       |           |
| l. Solid Waste                              | -0-      | 50       | -0-         |           |
| 3. Coalitions                               | 100      | 50       | -0-         |           |
| U. <u>Legislative Office</u>                | 250      |          | 245.08      |           |
| V. <u>Professional Assistance (In Kind)</u> | 2,500    |          | 1,598.25    |           |
| W. <u>LL Share of State Fund Raising</u>    | 2,215    |          | 1,960.00    |           |
| X. <u>Contractual Services</u>              | -0-      |          |             |           |
| 1. Academy for Contemp. Prob.--Just.        |          |          | 1,982.00    |           |
| <u>TOTAL EXPENDITURES</u>                   | \$47,120 | \$49,774 | \$36,291.03 | \$ 469.30 |



STATEMENT OF LOCAL LEAGUE SUPPORT ACCOUNTSJUNE 1, 1979 - MARCH 31, 1980

| <u>League</u>    | <u>Support</u> | <u>Received</u> | <u>League</u>      | <u>Support</u>     | <u>Received</u>    |
|------------------|----------------|-----------------|--------------------|--------------------|--------------------|
| Abilene          | 307.50         | 307.50          | Lubbock            | 945.00             | 945.00             |
| Amarillo         | 487.50         | -0-             | Marshall/Harr. Co. | 285.00             | 304.00             |
| Austin           | 1,972.50       | 1,479.39        | Midland            | 465.00             | 465.00             |
| Bay Area         | 442.50         | 247.50          | Odessa             | 255.00             | 255.00             |
| Baytown          | 330.00         | 330.00          | Orange Area        | 262.50             | 262.50             |
| Beaumont         | 1,042.50       | 1,042.50        | Pearland Area      | 250.00             | 250.00             |
| Brazos County    | 592.50         | 592.50          | Plano              | 250.00             | 250.00             |
| Brownsville      | 250.00         | -0-             | Richardson         | 292.50             | 288.48             |
| Corpus Christi   | 825.00         | 825.00          | Rockwall County    | 307.50             | 307.51             |
| Dallas           | 3,292.50       | 1,646.00        | San Antonio Area   | 1,050.00           | 997.50             |
| Denton           | 675.00         | 675.00          | San Marcos         | 337.50             | 337.50             |
| Edinburg/McAllen | 250.00         | -0-             | Sherman            | 825.00             | 825.00             |
| El Paso          | 412.50         | 206.25          | Tarrant County     | 1,530.00           | 765.00             |
| Gainsville       | 250.00         | 250.00          | Temple Area        | 427.50             | 107.00             |
| Galveston        | 1,245.00       | 1,245.00        | Tyler              | 250.00             | 250.00             |
| Harlingen        | 250.00         | 250.00          | Victoria           | 600.00             | 600.00             |
| Houston          | 4,590.00       | 3,442.50        | Waco Area          | 787.50             | 787.50             |
| Irving           | 562.50         | 421.87          | Wichita Falls      | 367.50             | 367.50             |
| Lamar County     | 315.00         | 315.00          |                    |                    |                    |
|                  |                |                 |                    | <u>\$27,580.00</u> | <u>\$21,640.50</u> |



LEAGUE OF WOMEN VOTERS OF TEXAS  
BALANCE SHEET AND BUDGET ANALYSIS  
JUNE 1, 1979 - MARCH 31, 1980

March 1980  
I.D.2.e.

BALANCE SHEET      MARCH 31, 1980

ASSETS

|                     |  |               |                    |
|---------------------|--|---------------|--------------------|
| Cash:               | Austin National Bank--checking                         | 10,126.02     |                    |
|                     | Austin National Bank--office account                   | 300.00        |                    |
|                     | Petty Cash   | 30.00         |                    |
|                     | First Federal, Austin--regular savings                 | 2,364.04      |                    |
|                     | Merrill Lynch Ready Assets--regular savings            | 11,422.55     |                    |
|                     | First Federal, Austin--C.D.                            | 4,670.56      |                    |
|                     | National Bank of Commerce, San Antonio--'79 Conv.acct. | (7.50)        |                    |
|                     | Central National Bank, Hewitt--'80 Council acct.       | 500.00        |                    |
|                     | Beaumont '81 Convention account                        | <u>500.00</u> | 29,905.67          |
| Accounts Receivable |  |               | 36.39              |
| Prepaid Expenses    |  |               | <u>246.52</u>      |
|                     | <u>TOTAL ASSETS</u>                                    |               | <u>\$30,188.58</u> |

LIABILITIES AND NET WORTH

|                     |                                  |                    |                    |
|---------------------|----------------------------------|--------------------|--------------------|
| <u>Liabilities:</u> | Sales Tax Due                    | 29.04              |                    |
|                     | Accounts Payable                 | <u>234.22</u>      | 263.26             |
| <u>Net Worth:</u>   | Net Worth 6/1/79                 | 26,043.81          |                    |
|                     | Income 6/1/79-3/31/80            | 40,172.54          |                    |
|                     | Expends 6/1/79-3/31/80           | <u>(36,291.03)</u> |                    |
|                     | Net Gain                         | <u>3,881.51</u>    |                    |
|                     | NET WORTH 3/31/80                |                    | <u>29,925.32</u>   |
|                     | <u>LIABILITIES AND NET WORTH</u> |                    | <u>\$30,188.58</u> |

BUDGET ANALYSIS      MARCH 31, 1980

| <u>INCOME</u>                        | <u>BUDGETED</u><br><u>1979-80</u> | <u>ADJUSTED</u><br><u>TO</u> | <u>ACTUAL</u><br><u>to 3/31</u> | <u>IN KIND</u><br><u>to 3/31</u> |
|--------------------------------------|-----------------------------------|------------------------------|---------------------------------|----------------------------------|
| A. <u>Support</u>                    |                                   |                              |                                 |                                  |
| 1. Local League Support              |                                   |                              |                                 |                                  |
| a. Per Member Payment                | 27,580                            |                              | 21,640.50                       |                                  |
| b. Contributions                     | -0-                               |                              | -0-                             |                                  |
| 2. State Unit Support                |                                   |                              |                                 |                                  |
| a. Member Dues                       | 940                               |                              | 1,630.00                        |                                  |
| b. Finance Effort                    | 400                               |                              | -0-                             |                                  |
| 3. Dues, Members-at-large            | 680                               |                              | 485.00                          |                                  |
| 4. Provisional League Support        | -0-                               |                              | -0-                             |                                  |
| 5. Contributing Member Supp. (Nat'l) | 75                                |                              | 25.00                           |                                  |
| 6. Nat'l Fund Raising, State Share   | 20                                |                              | -0-                             |                                  |
| B. <u>Interest on Savings</u>        | 600                               |                              | 940.35                          |                                  |
| C. <u>Sale of Publications</u>       |                                   |                              |                                 |                                  |
| 1. DPMs                              | 1,800                             |                              | 2,056.00                        |                                  |
| 2. Standing Orders                   | 1,400                             |                              | 1,274.00                        |                                  |
| 3. Publications on Hand              | 400                               |                              |                                 |                                  |
| a. Prior Admin. of Justice           |                                   |                              | 91.65                           |                                  |
| b. Membership Flyer '78-'79          |                                   |                              | -0-                             |                                  |
| c. Informals and Business Cards      |                                   |                              | 63.00                           |                                  |



|                                       | BUDGETED        | ADJ. TO         | ACTUAL             | IN KIND          |
|---------------------------------------|-----------------|-----------------|--------------------|------------------|
| C. Sale of Publications, con't        |                 |                 |                    |                  |
| 3. d. Poverty Slide Show Handout      |                 |                 | 8.80               |                  |
| e. Others                             |                 |                 | 326.58             |                  |
| 4. "We Support"                       | 800             | 400             | -0-                |                  |
| 5. Membership Flyer '79-'80           | -0-             |                 | 142.46             |                  |
| D. Contributions                      |                 |                 |                    |                  |
| 1. Member Cash                        | 50              |                 | 25.00              |                  |
| 2. State Fund Raising                 | 6,875           |                 | 7,550.00           |                  |
| 3. State Bd. & Committees, non-cash   | -0-             |                 | -0-                | 469.30           |
| E. Contractual Services               | -0-             |                 |                    |                  |
| 1. Academy for Contemp Prob.--Justice |                 |                 | 2,800.00           |                  |
| F. Convention/Council                 |                 |                 |                    |                  |
| 1. Council 1980                       | 3,000           |                 | -0-                |                  |
| 2. Convention '79                     | -0-             |                 | (484.72)           |                  |
| G. Professional Assistance            | 2,500           |                 | 1,598.25           |                  |
| H. Unbudgeted                         | -0-             | 3,054           | .67                |                  |
| <u>TOTAL INCOME</u>                   | <u>\$47,120</u> | <u>\$49,774</u> | <u>\$40,172.54</u> | <u>\$ 469.30</u> |

EXPENDITURES

|                                     |         |        |            |        |
|-------------------------------------|---------|--------|------------|--------|
| N. State Office                     |         |        |            |        |
| 1. Equipment Maintenance            | 655     |        | 627.74     |        |
| 2. General Supplies                 | 1,500   |        | 512.81     |        |
| 3. Postage                          | 1,500   |        | 803.64     |        |
| 4. Telephone                        | 1,000   |        | 862.57     |        |
| 5. Insurance                        | 190     |        | 160.16     |        |
| 6. Rent                             | 4,176   |        | 3,706.00   |        |
| 7. Salaries                         | 11,510  | 12,242 | 9,775.00   |        |
| 8. Payroll Taxes                    | 1,313   | 1,363  | 573.68     |        |
| 9. Audit and Tax Report             | 375     |        | 375.00     |        |
| 10. Equipment Purchases             | 50      |        | 23.09      |        |
| 11. Office Overhead (credits)       | (3,000) |        | (2,792.33) |        |
| 12. LWV-TEF Reimbursement (credits) | (6,423) |        | (3,200.96) |        |
| O. Board and Administration         |         |        |            |        |
| 1. President                        |         |        |            |        |
| a. Travel, Per Diem, Representation | 1,200   |        | 318.20     | 68.00  |
| b. Secretarial Assistance           | 300     | -0-    | -0-        |        |
| c. Telephone                        | 350     | 700    | 764.67     |        |
| d. Postage and Supplies             | 120     |        | 114.12     | 5.00   |
| 2. Treasurer                        | 275     |        | 303.80     | 29.94  |
| 3. Board of Directors               |         |        |            |        |
| a. Tools                            | 510     |        | 507.34     |        |
| Training                            | 623     |        | 415.95     |        |
| b. Board Meetings--March            | 1,726   |        | -0-        |        |
| June, Sept., Jan.                   | 3,827   |        | 3,680.97   | 107.00 |
| November (mini)                     | 890     |        | 592.68     | 23.20  |
| c. Administration                   | 200     |        | 111.34     | 7.02   |
| d. Mailings to Board                | 1,500   |        | 1,229.83   |        |
| 4. Administrative Committees        |         |        |            |        |
| a. Budget                           | 211     |        | 243.52     | 10.00  |
| b. Development                      | 250     |        | 120.80     |        |
| c. Interim Committees               | 300     |        | 260.97     | 20.00  |
| d. Nominating                       | 142     |        | 4.05       |        |
| 5. LWV-TEF Reimbursement (credits)  | (4,011) |        | (1,473.02) |        |
| P. Convention/Council               |         |        |            |        |
| 1. State Council 1980               | 3,000   |        | -0-        |        |
| 2. National Convention 1980         | 1,450   |        | -0-        |        |
| 3. State Convention 1979            | -0-     |        | (499.26)   |        |



|   | BUDGETED | ADJ. TO  | ACTUAL      | IN KIND   |
|---|----------|----------|-------------|-----------|
| <u>Q. National Services</u>                 |          |          |             |           |
| 1. MAL PMP                                  | 340      |          | 340.00      |           |
| 2. State Units, PMP                         | 470      |          | 470.00      |           |
| <u>R. Public Relations</u>                  |          |          |             |           |
| 1. Vice President's Expenses                | 150      |          | 105.24      |           |
| 2. VOTER                                    | 3,230    |          | 3,703.87    |           |
| 3. LWV-TEF Reimbursement (VOTER)            | (1,292)  |          | (530.85)    |           |
| 4. PSA Slides                               | 100      |          | -0-         |           |
| 5. Publications                             |          |          |             |           |
| a. DPMS                                     | 1,800    |          | 1,166.77    |           |
| b. Standing Orders                          | 1,400    |          | 856.08      |           |
| c. Publications on Hand                     | 180      |          | 460.70      |           |
| d. Legislative Newsletter                   | 70       |          | 129.72      |           |
| e. "We Support"                             | 700      | 600      | -0-         |           |
| f. Program Briefs                           | -0-      |          |             |           |
| (1) 4 Human Resources                       |          | 500      | 504.85      |           |
| (2) Water                                   |          | 150      | 116.05      |           |
| (3) 2 Energy                                |          | 150      | 92.84       |           |
| g. Membership Flyer                         | -0-      | 250      | 147.48      |           |
| h. Historical Perspective                   | -0-      | 500      | -0-         |           |
| <u>S. Organization</u>                      |          |          |             |           |
| 1. Vice President's Expenses                | 200      |          | 163.32      | 5.00      |
| 2. Field Service                            |          |          |             |           |
| a. Reps. and Director                       | 2,100    |          | 1,615.83    | 64.62     |
| b. Special Consultants                      | 300      |          | 41.50       |           |
| 3. Workshops (Pres. + Prog. Mgmt.)          | 304      | 664      | -0-         |           |
| 4. Project Outreach                         | 1,000    | -0-      | -0-         |           |
| 5. New Leagues & New State Units            | 100      |          | 48.88       |           |
| 6. Membership                               | 250      |          | 98.16       | 3.60      |
| 7. Provisional Leagues                      | -0-      |          | -0-         |           |
| 8. State Unit Support                       | 250      | 900      | 714.60      | 8.20      |
| 9. Mailings to State Units                  | 329      |          | 144.14      |           |
| 10. Mailings to MALs                        | 238      | 350      | 278.88      |           |
| 11. Mailings to LL Presidents               | 1,800    |          | 1,051.68    |           |
| 12. LWV-TEF Reimbursement (credits)         | (473)    |          | (153.21)    |           |
| <u>T. Program</u>                           |          |          |             |           |
| 1. Vice President's Expenses                | 300      | 450      | 247.15      | 64.00     |
| 2. Program Action                           |          |          |             |           |
| a. Administration of Justice                | 375      | 350      | -0-         |           |
| b. Air                                      | 200      | 100      | 54.48       | 23.72     |
| c. CZM-Land Use                             | 125      | 350      | 288.64      | 30.00     |
| d. Energy                                   | 375      | 300      | 101.50      |           |
| e. Government                               | 200      |          | 23.60       |           |
| f. HR--Welfare, Children, etc.              | 375      | 325      | 14.50       |           |
| g. HR--Educ., Housing, Rev. Sh., etc.       |          | 325      | 40.00       |           |
| h. International Relations                  | 25       | 50       | -0-         |           |
| i. Property Tax Reform                      | 200      |          | 8.40        |           |
| j. Water                                    | 375      | 350      | 24.37       |           |
| k. Uncommitted                              | 250      | 50       | 14.17       |           |
| l. Solid Waste                              | -0-      | 50       | -0-         |           |
| 3. Coalitions                               | 100      | 50       | -0-         |           |
| <u>U. Legislative Office</u>                | 250      |          | 245.08      |           |
| <u>V. Professional Assistance (In Kind)</u> | 2,500    |          | 1,598.25    |           |
| <u>W. LL Share of State Fund Raising</u>    | 2,215    |          | 1,960.00    |           |
| <u>X. Contractual Services</u>              | -0-      |          |             |           |
| 1. Academy for Contemp. Prob.--Just.        |          |          | 1,982.00    |           |
| <u>TOTAL EXPENDITURES</u>                   | \$47,120 | \$49,774 | \$36,291.03 | \$ 469.30 |



STATEMENT OF LOCAL LEAGUE SUPPORT ACCOUNTSJUNE 1, 1979 - MARCH 31, 1980

| <u>League</u>    | <u>Support</u> | <u>Received</u> | <u>League</u>      | <u>Support</u>     | <u>Received</u>    |
|------------------|----------------|-----------------|--------------------|--------------------|--------------------|
| Abilene          | 307.50         | 307.50          | Lubbock            | 945.00             | 945.00             |
| Amarillo         | 487.50         | -0-             | Marshall/Harr. Co. | 285.00             | 304.00             |
| Austin           | 1,972.50       | 1,479.39        | Midland            | 465.00             | 465.00             |
| Bay Area         | 442.50         | 247.50          | Odessa             | 255.00             | 255.00             |
| Baytown          | 330.00         | 330.00          | Orange Area        | 262.50             | 262.50             |
| Beaumont         | 1,042.50       | 1,042.50        | Pearland Area      | 250.00             | 250.00             |
| Brazos County    | 592.50         | 592.50          | Plano              | 250.00             | 250.00             |
| Brownsville      | 250.00         | -0-             | Richardson         | 292.50             | 288.48             |
| Corpus Christi   | 825.00         | 825.00          | Rockwall County    | 307.50             | 307.51             |
| Dallas           | 3,292.50       | 1,646.00        | San Antonio Area   | 1,050.00           | 997.50             |
| Denton           | 675.00         | 675.00          | San Marcos         | 337.50             | 337.50             |
| Edinburg/McAllen | 250.00         | -0-             | Sherman            | 825.00             | 825.00             |
| El Paso          | 412.50         | 206.25          | Tarrant County     | 1,530.00           | 765.00             |
| Gainsville       | 250.00         | 250.00          | Temple Area        | 427.50             | 107.00             |
| Galveston        | 1,245.00       | 1,245.00        | Tyler              | 250.00             | 250.00             |
| Harlingen        | 250.00         | 250.00          | Victoria           | 600.00             | 600.00             |
| Houston          | 4,590.00       | 3,442.50        | Waco Area          | 787.50             | 787.50             |
| Irving           | 562.50         | 421.87          | Wichita Falls      | 367.50             | 367.50             |
| Lamar County     | 315.00         | 315.00          |                    |                    |                    |
|                  |                |                 |                    | <u>\$27,580.00</u> | <u>\$21,640.50</u> |



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
BALANCE SHEET AND BUDGET ANALYSIS  
JUNE 1, 1979 - MARCH 31, 1980

March 1980  
I.D.2.e.

BALANCE SHEET      MARCH 31, 1980

ASSETS

|                     |   |                 |                    |
|---------------------|---|-----------------|--------------------|
| Cash:               | Texas State Bank--Checking                      | 4,884.85        |                    |
|                     | Texas State Bank--Regular Savings               | 2,352.93        |                    |
|                     | Merrill Lynch Ready Assets--Regular Savings     | 8,416.32        |                    |
|                     | Capitol City Savings--C.D.                      | 4,000.00        |                    |
|                     | Franklin Savings Association, Austin--C.D.      | 23,953.87       |                    |
|                     | Lamar Savings Association, Austin--C.D.         | 5,047.02        |                    |
|                     | Southwest Lubbock National Bank--Energy Account | <u>1,551.80</u> | 50,206.79          |
| Accounts Receivable |   |                 | 100.00             |
| Prepaid Expenses    |   |                 | <u>100.00</u>      |
|                     | <u>TOTAL ASSETS</u>                             |                 | <u>\$50,406.79</u> |

LIABILITIES AND NET WORTH

|                     |                  |              |       |
|---------------------|------------------|--------------|-------|
| <u>Liabilities:</u> | Sales Tax Due    | 38.92        |       |
|                     | Accounts Payable | 25.02        |       |
|                     | Prepaid Income   | <u>30.00</u> | 93.94 |

Net Worth:

General Operating Account

|                                   |                    |                  |           |
|-----------------------------------|--------------------|------------------|-----------|
| Operating Funds:                  |                    |                  |           |
| Balance 5/31/79                   |                    | 3,555.88         |           |
| Adjustments                       |                    | 573.97           |           |
| Income 6/1/79-3/31/80             | 16,510.31          |                  |           |
| Expends 6/1/79-3/31/80            | <u>(16,517.31)</u> |                  |           |
| Net Loss                          |                    | (7.00)           |           |
| Operating Funds Balance           |                    | <u>4,122.85</u>  |           |
| Investments--carried from 5/31/79 |                    | <u>26,600.00</u> |           |
| NET WORTH 3/31/80                 |                    |                  | 30,722.85 |

Restricted--Grants and Memorials

|                         |                   |                 |          |
|-------------------------|-------------------|-----------------|----------|
| Balance 5/31/79         |                   | 3,094.79        |          |
| Adjustments             |                   | (573.97)        |          |
| Income 6/1/79-3/31/80   | 5,750.00          |                 |          |
| Expends 6/1/79-3/31/80  | <u>(1,530.84)</u> |                 |          |
| Net Gain                |                   | <u>4,219.16</u> |          |
| Balance 3/31/80         |                   |                 |          |
| Braunagel Fund          | 270.00            |                 |          |
| Nuclear Waste Project   | 1,551.80          |                 |          |
| I.R. Wingspread Project | (81.82)           |                 |          |
| School Finance Workshop | <u>5,000.00</u>   |                 |          |
| NET WORTH 3/31/80       |                   |                 | 6,739.98 |

Local League Funds

|                        |                   |                 |                  |
|------------------------|-------------------|-----------------|------------------|
| Balance 5/31/79        |                   | 11,233.84       |                  |
| Income 6/1/79-3/31/80  | 5,736.91          |                 |                  |
| Expends 6/1/79-3/31/80 | <u>(4,120.73)</u> |                 |                  |
| Net Gain               |                   | <u>1,616.18</u> |                  |
| NET WORTH 3/31/80      |                   |                 | <u>12,850.02</u> |

TOTAL NET WORTH

50,312.85

TOTAL LIABILITIES AND NET WORTH

\$50,406.79



BUDGET ANALYSIS MARCH 31, 1980

| <u>INCOME</u>                            | <u>BUDGETED</u><br><u>1979-80</u> | <u>ADJUSTED</u><br><u>TO</u> | <u>ACTUAL</u><br><u>to 3/31</u> | <u>IN KIND</u><br><u>to 3/31</u> |
|--|-----------------------------------|------------------------------|---------------------------------|----------------------------------|
| <u>A. Contributions</u>                  |                                   |                              |                                 |                                  |
| 1. Unrestricted--after sharing           | 11,394                            |                              | 4,925.67                        |                                  |
| Total Received                           | 6,665.67                          |                              |                                 |                                  |
| Shared with LLs                          | (1,740.00)                        |                              |                                 |                                  |
| 2. Tribute Gifts                         | 600                               |                              | -0-                             |                                  |
| 3. Restricted--less adm. fees            | 63,550                            |                              | 5,502.18                        |                                  |
| Total Received                           | 5,750.00                          |                              |                                 |                                  |
| Administration Fees                      | (247.82)                          |                              |                                 |                                  |
| 4. Local League Funds--less adm. fee     | 10,650                            |                              | 5,524.58                        |                                  |
| Total Received                           | 5,736.91                          |                              |                                 |                                  |
| Administration Fees                      | (212.33)                          |                              |                                 |                                  |
| 5. State Share of National Fund Raising  | 28                                |                              | -0-                             |                                  |
| 6. State Trustees & Committees--non-cash | -0-                               |                              | -0-                             | 67.49                            |
| <u>B. Interest</u>                       | 2,600                             |                              | 3,005.89                        |                                  |
| <u>C. Administration Fees</u>            |                                   |                              |                                 |                                  |
| 1. Local League                          | 332                               |                              | 212.33                          |                                  |
| 2. Restricted Grants                     | 300                               |                              | 247.82                          |                                  |
| <u>D. Sale of Publications</u>           |                                   |                              |                                 |                                  |
| 1. Voters Guides                         | 4,000                             |                              | 43.32                           |                                  |
| 2. Public Subscription Service           | 600                               |                              | 67.50                           |                                  |
| 3. Current Issue Publications            | 1,600                             | 2,600                        |                                 |                                  |
| a. Leaders Guides                        |                                   |                              |                                 |                                  |
| (1) Adult Corrections                    |                                   |                              | 177.00                          |                                  |
| (2) Public School Finance                |                                   |                              | -0-                             |                                  |
| (3) Initiative & Referendum              |                                   |                              | 6.39                            |                                  |
| b. Facts and Issues                      |                                   |                              |                                 |                                  |
| (1) Adult Corrections                    |                                   |                              | 1,115.24                        |                                  |
| (2) Public School Finance                |                                   |                              | -0-                             |                                  |
| (3) Initiative & Referendum              |                                   |                              | 512.79                          |                                  |
| 4. Prior Publications                    |                                   |                              |                                 |                                  |
| a. "Financing Campaigns in Texas"        |                                   |                              | 2.00                            |                                  |
| b. "Let the Sunshine In"                 |                                   |                              | 114.09                          |                                  |
| c. Lignite Energy Brief                  |                                   |                              | 1.08                            |                                  |
| d. "Name of the Game"                    |                                   |                              | 106.10                          |                                  |
| e. Other                                 |                                   |                              | 12.28                           |                                  |
| 5. Bumper Stickers                       | -0-                               | 700                          | 270.54                          |                                  |
| 6. Election School Handbook              | -0-                               |                              | 11.55                           |                                  |
| <u>E. Special Fund Raising Event</u>     | 1,150                             |                              | -0-                             |                                  |
| <u>F. Professional Assistance</u>        | 3,000                             |                              | 3,937.25                        |                                  |
| <u>G. Unbudgeted</u>                     | -0-                               | (200)                        | 1.47                            |                                  |
| <u>TOTAL INCOME</u>                      | \$99,804                          | \$101,304                    | \$25,797.07                     | \$ 67.49                         |

EXPENDITURESM. Shared Services with LWV-T and Administration1. Shared Services

|                               |       |          |
|-------------------------------|-------|----------|
| a. Office Overhead            | 6,423 | 3,200.96 |
| b. Trustees Mtgs & Gen'l Adm. | 4,011 | 1,473.02 |
| c. VOTER                      | 1,292 | 530.85   |
| d. Mailings                   | 473   | 153.21   |



|   | BUDGETED | ADJ. TO   | ACTUAL      | IN KIND  |
|---|----------|-----------|-------------|----------|
| N. Shared Services, cont'd  |          |           |             |          |
| 2. Supervision of LL Projects   | 200      |           | 9.54        | 2.43     |
| O. <u>Public Relations--Unrestricted</u>                              |          |           |             |          |
| 1. Voters Service & Citizen Educ.                                     |          |           |             |          |
| a. VS/CI Chair  | 150      |           | 55.29       |          |
| b. Communications   | 200      |           | 51.76       |          |
| c. Public Service Announc.  | 400      | 500       | 1,197.20    |          |
| d. League News Service  | 100      | -0-       | -0-         |          |
| e. <del>Presinet-Participation-Proj</del><br>Election School Handbook | 100      |           | 26.01       |          |
| f. Voters Guides  | 4,000    |           | 393.60      |          |
| g. Workshop Attendance  | -0-      | 100       | 86.00       |          |
| h. Bumper Stickers  | -0-      | 700       | 890.30      |          |
| i. Presidential Forums  | -0-      |           | 281.49      | 20.00    |
| 2. Development  |          |           |             |          |
| 1. External Contributions   | 1,000    |           | 170.63      | .86      |
| 2. Membership Contributions   | 255      |           | -0-         |          |
| P. <u>Program--Unrestricted</u>                                       |          |           |             |          |
| 1. Current Issue Development  |          |           |             |          |
| a. Adult Corrections Ldrs Guide                                       | 100      |           | 406.41      | 44.20    |
| b. Pub. School Fin.--Research & Leaders Guide                         | 500      |           | 230.89      |          |
| c. I&R Research & Leaders Guide                                       | 300      |           | 104.20      |          |
| 2. Publications   |          |           |             |          |
| a. Current Issue (F&Is)   | 1,200    | 1,900     |             |          |
| (1) Adult Corrections   |          |           | 659.92      |          |
| (2) Public School Finance   |          |           | 27.27       |          |
| (3) I & R (added)   |          |           | 630.00      |          |
| b. Public Subscription Service  | 600      |           | 164.90      |          |
| c. Promotion  | 100      |           | 49.50       |          |
| d. "Environotes"  | 500      |           | -0-         |          |
| e. Prior Pubs   | -0-      |           | (2.90)      |          |
| 3. Monitoring   | 200      |           | 25.00       |          |
| 4. Research & Resource Activities                                     | 300      |           | 25.00       |          |
| 5. Educational Conferences  | 200      |           | -0-         |          |
| Q. <u>Publications &amp; Projects--Restricted</u>                     | 63,550   |           |             |          |
| 1. Carried from Prior Years   |          |           |             |          |
| a. Braunagel Fund   |          |           | -0-         |          |
| b. Nuclear Waste Project  |          |           | -0-         |          |
| c. "When You Go to Austin"--less<br>administration fee                |          |           |             |          |
| Total Expenditures  | 699.02   |           |             |          |
| Administration Fee (247.82)   |          |           | 451.20      |          |
| d. I.R. Wingspread  |          | **        | 831.82      |          |
| R. <u>Local League--Restricted Funds</u>                              |          |           |             |          |
| 1. Projects--less Adm. Fees;  | 6,650    |           | 3,746.62    |          |
| Total Expenses  | 3,958.95 |           |             |          |
| Admin. Fees (212.33)  |          |           |             |          |
| 2. Purchases  | 4,000    |           | 161.78      |          |
| S. <u>Professional Assistance</u>                                     | 3,000    |           | 3,937.25    |          |
| T. <u>Unbudgeted</u>  | -0-      |           | .01         |          |
| <u>TOTAL EXPENDITURES</u>   | \$99,804 | \$101,304 | \$19,968.73 | \$ 67.49 |

\*\*Board authorized an additional \$500 from General Operating Funds for this project if needed.



STATEMENT OF LOCAL LEAGUE EDUCATION FUND ACCOUNTSAS OF MARCH 31, 1980

|                            |                    |
|----------------------------|--------------------|
| Austin                     | 1,474.02           |
| Bay Area                   | 5.66               |
| Beaumont                   | 817.02             |
| Corpus Christi             | 366.79             |
| Dallas                     | 2,436.92           |
| Denton                     | 591.91             |
| Edinburg/McAllen           | 33.68              |
| El Paso                    | 29.96              |
| Galveston                  | 137.01             |
| Irving                     | 676.50             |
| Lubbock                    | 1,191.30           |
| Marshall/Harrison County   | 60.79              |
| Midland                    | 790.65             |
| Montgomery County          | 500.00             |
| Richardson                 | 81.59              |
| Rockwall County            | 180.00             |
| San Antonio                | 219.57             |
| San Marcos                 | 252.53             |
| Sherman                    | 423.95             |
| Tarrant County             |                    |
| Regular Account            | 835.87             |
| Mary Harding Memorial Fund | 1,111.00           |
| Temple Area                | 70.00              |
| Victoria                   | 156.18             |
| Waco Area                  | 407.12             |
|                            | <u>\$12,850.02</u> |



LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND  
BALANCE SHEET AND BUDGET ANALYSIS  
JUNE 1, 1979 - MARCH 31, 1980

March 1980  
I.D.2.e.

BALANCE SHEET      MARCH 31, 1980

ASSETS

|   |                 |                    |
|---|-----------------|--------------------|
| Cash: Texas State Bank--Checking                | 4,884.85        |                    |
| Texas State Bank--Regular Savings               | 2,352.93        |                    |
| Merrill Lynch Ready Assets--Regular Savings     | 8,416.32        |                    |
| Capitol City Savings--C.D.                      | 4,000.00        |                    |
| Franklin Savings Association, Austin--C.D.      | 23,953.87       |                    |
| Lamar Savings Association, Austin--C.D.         | 5,047.02        |                    |
| Southwest Lubbock National Bank--Energy Account | <u>1,551.80</u> | 50,206.79          |
| Accounts Receivable                             |                 | 100.00             |
| Prepaid Expenses                                |                 | 100.00             |
| <u>TOTAL ASSETS</u>                             |                 | <u>\$50,406.79</u> |

LIABILITIES AND NET WORTH

|                                   |              |       |
|-----------------------------------|--------------|-------|
| <u>Liabilities:</u> Sales Tax Due | 38.92        |       |
| Accounts Payable                  | 25.02        |       |
| Prepaid Income                    | <u>30.00</u> | 93.94 |

Net Worth:

General Operating Account

|                                   |                    |           |
|-----------------------------------|--------------------|-----------|
| Operating Funds:                  |                    |           |
| Balance 5/31/79                   | 3,555.88           |           |
| Adjustments                       | 573.97             |           |
| Income 6/1/79-3/31/80             | 16,510.31          |           |
| Expend 6/1/79-3/31/80             | <u>(16,517.31)</u> |           |
| Net Loss                          | (7.00)             |           |
| Operating Funds Balance           | <u>4,122.85</u>    |           |
| Investments--carried from 5/31/79 | 26,600.00          |           |
| NET WORTH 3/31/80                 |                    | 30,722.85 |

Restricted--Grants and Memorials

|                         |                   |          |
|-------------------------|-------------------|----------|
| Balance 5/31/79         | 3,094.79          |          |
| Adjustments             | (573.97)          |          |
| Income 6/1/79-3/31/80   | 5,750.00          |          |
| Expend 6/1/79-3/31/80   | <u>(1,530.84)</u> |          |
| Net Gain                | <u>4,219.16</u>   |          |
| Balance 3/31/80         |                   |          |
| Braunagel Fund          | 270.00            |          |
| Nuclear Waste Project   | 1,551.80          |          |
| I.R. Wingspread Project | (81.82)           |          |
| School Finance Workshop | <u>5,000.00</u>   |          |
| NET WORTH 3/31/80       |                   | 6,739.98 |

Local League Funds

|                       |                   |                  |
|-----------------------|-------------------|------------------|
| Balance 5/31/79       | 11,233.84         |                  |
| Income 6/1/79-3/31/80 | 5,736.91          |                  |
| Expend 6/1/79-3/31/80 | <u>(4,120.73)</u> |                  |
| Net Gain              | <u>1,616.18</u>   |                  |
| NET WORTH 3/31/80     |                   | <u>12,850.02</u> |

TOTAL NET WORTH

50,312.85

TOTAL LIABILITIES AND NET WORTH

\$50,406.79



BUDGET ANALYSIS MARCH 31, 1980

| <u>INCOME</u>                            | <u>BUDGETED</u><br><u>1979-80</u> | <u>ADJUSTED</u><br><u>TO</u> | <u>ACTUAL</u><br><u>to 3/31</u> | <u>IN KIND</u><br><u>to 3/31</u> |
|--|-----------------------------------|------------------------------|---------------------------------|----------------------------------|
| <u>A. Contributions</u>                  |                                   |                              |                                 |                                  |
| 1. Unrestricted--after sharing           | 11,394                            |                              | 4,925.67                        |                                  |
| Total Received                           | 6,665.67                          |                              |                                 |                                  |
| Shared with LLs                          | (1,740.00)                        |                              |                                 |                                  |
| 2. Tribute Gifts                         | 600                               |                              | -0-                             |                                  |
| 3. Restricted--less adm. fees            | 63,550                            |                              | 5,502.18                        |                                  |
| Total Received                           | 5,750.00                          |                              |                                 |                                  |
| Administration Fees                      | (247.82)                          |                              |                                 |                                  |
| 4. Local League Funds--less adm. fee     | 10,650                            |                              | 5,524.58                        |                                  |
| Total Received                           | 5,736.91                          |                              |                                 |                                  |
| Administration Fees                      | (212.33)                          |                              |                                 |                                  |
| 5. State Share of National Fund Raising  | 28                                |                              | -0-                             |                                  |
| 6. State Trustees & Committees--non-cash | -0-                               |                              | -0-                             | 67.49                            |
| <u>B. Interest</u>                       | 2,600                             |                              | 3,005.89                        |                                  |
| <u>C. Administration Fees</u>            |                                   |                              |                                 |                                  |
| 1. Local League                          | 332                               |                              | 212.33                          |                                  |
| 2. Restricted Grants                     | 300                               |                              | 247.82                          |                                  |
| <u>D. Sale of Publications</u>           |                                   |                              |                                 |                                  |
| 1. Voters Guides                         | 4,000                             |                              | 43.32                           |                                  |
| 2. Public Subscription Service           | 600                               |                              | 67.50                           |                                  |
| 3. Current Issue Publications            | 1,600                             | 2,600                        |                                 |                                  |
| a. Leaders Guides                        |                                   |                              |                                 |                                  |
| (1) Adult Corrections                    |                                   |                              | 177.00                          |                                  |
| (2) Public School Finance                |                                   |                              | -0-                             |                                  |
| (3) Initiative & Referendum              |                                   |                              | 6.39                            |                                  |
| b. Facts and Issues                      |                                   |                              |                                 |                                  |
| (1) Adult Corrections                    |                                   |                              | 1,115.24                        |                                  |
| (2) Public School Finance                |                                   |                              | -0-                             |                                  |
| (3) Initiative & Referendum              |                                   |                              | 512.79                          |                                  |
| 4. Prior Publications                    |                                   |                              |                                 |                                  |
| a. "Financing Campaigns in Texas"        |                                   |                              | 2.00                            |                                  |
| b. "Let the Sunshine In"                 |                                   |                              | 114.09                          |                                  |
| c. Lignite Energy Brief                  |                                   |                              | 1.08                            |                                  |
| d. "Name of the Game"                    |                                   |                              | 106.10                          |                                  |
| e. Other                                 |                                   |                              | 12.28                           |                                  |
| 5. Bumper Stickers                       | -0-                               | 700                          | 270.54                          |                                  |
| 6. Election School Handbook              | -0-                               |                              | 11.55                           |                                  |
| <u>E. Special Fund Raising Event</u>     | 1,150                             |                              | -0-                             |                                  |
| <u>F. Professional Assistance</u>        | 3,000                             |                              | 3,937.25                        |                                  |
| <u>G. Unbudgeted</u>                     | -0-                               | (200)                        | 1.47                            |                                  |
| <u>TOTAL INCOME</u>                      | \$99,804                          | \$101,304                    | \$25,797.07                     | \$ 67.49                         |

EXPENDITURESH. Shared Services with LWV-T and Administration1. Shared Services

|                               |       |          |
|-------------------------------|-------|----------|
| a. Office Overhead            | 6,423 | 3,200.96 |
| b. Trustees Mtgs & Gen'l Adm. | 4,011 | 1,473.02 |
| c. VOTER                      | 1,292 | 530.85   |
| d. Mailings                   | 473   | 153.21   |



|  | BUDGETED | ADJ. TO   | ACTUAL      | IN KIND  |
|--|----------|-----------|-------------|----------|
| N. Shared Services, cont'd                                 |          |           |             |          |
| 2. Supervision of LL Projects                              | 200      |           | 9.54        | 2.43     |
| O. <u>Public Relations--Unrestricted</u>                   |          |           |             |          |
| 1. Voters Service & Citizen Educ.                          |          |           |             |          |
| a. VS/CI Chair   | 150      |           | 55.29       |          |
| b. Communications  | 200      |           | 51.76       |          |
| c. Public Service Announc.                                 | 400      | 500       | 1,197.20    |          |
| d. League News Service                                     | 100      | -0-       | -0-         |          |
| e. Precinct-Participation-Proj<br>Election School Handbook | 100      |           | 26.01       |          |
| f. Voters Guides   | 4,000    |           | 393.60      |          |
| g. Workshop Attendance                                     | -0-      | 100       | 86.00       |          |
| h. Bumper Stickers   | -0-      | 700       | 890.30      |          |
| i. Presidential Forums                                     | -0-      |           | 281.49      | 20.00    |
| 2. Development   |          |           |             |          |
| 1. External Contributions                                  | 1,000    |           | 170.63      | .86      |
| 2. Membership Contributions                                | 255      |           | -0-         |          |
| P. <u>Program--Unrestricted</u>                            |          |           |             |          |
| 1. Current Issue Development                               |          |           |             |          |
| a. Adult Corrections Ldrs Guide                            | 100      |           | 406.41      | 44.20    |
| b. Pub. School Fin.--Research &<br>Leaders Guide           | 500      |           | 230.89      |          |
| c. I&R Research & Leaders Guide                            | 300      |           | 104.20      |          |
| 2. Publications  |          |           |             |          |
| a. Current Issue (F&Is)                                    | 1,200    | 1,900     |             |          |
| (1) Adult Corrections                                      |          |           | 659.92      |          |
| (2) Public School Finance                                  |          |           | 27.27       |          |
| (3) I & R (added)  |          |           | 630.00      |          |
| b. Public Subscription Service                             | 600      |           | 164.90      |          |
| c. Promotion   | 100      |           | 49.50       |          |
| d. "Environotes"   | 500      |           | -0-         |          |
| e. Prior Pubs  | -0-      |           | (2.90)      |          |
| 3. Monitoring  | 200      |           | 25.00       |          |
| 4. Research & Resource Activities                          | 300      |           | 25.00       |          |
| 5. Educational Conferences                                 | 200      |           | -0-         |          |
| Q. <u>Publications &amp; Projects--Restricted</u>          | 63,550   |           |             |          |
| 1. Carried from Prior Years                                |          |           |             |          |
| a. Braunagel Fund  |          |           | -0-         |          |
| b. Nuclear Waste Project                                   |          |           | -0-         |          |
| c. "When You Go to Austin"--less<br>administration fee     |          |           |             |          |
| Total Expenditures   | 699.02   |           |             |          |
| Administration Fee   | (247.82) |           | 451.20      |          |
| d. I.R. Wingspread   |          | **        | 831.82      |          |
| R. <u>Local League--Restricted Funds</u>                   |          |           |             |          |
| 1. Projects--less Adm. Fees:                               | 6,650    |           | 3,746.62    |          |
| Total Expenses   | 3,958.95 |           |             |          |
| Admin. Fees  | (212.33) |           |             |          |
| 2. Purchases   | 4,000    |           | 161.78      |          |
| S. <u>Professional Assistance</u>                          | 3,000    |           | 3,937.25    |          |
| T. <u>Unbudgeted</u>                                       | -0-      |           | .01         |          |
| <u>TOTAL EXPENDITURES</u>                                  | \$99,804 | \$101,304 | \$19,968.73 | \$ 67.49 |

\*\*Board authorized an additional \$500 from General Operating Funds for this project if needed.



STATEMENT OF LOCAL LEAGUE EDUCATION FUND ACCOUNTSAS OF MARCH 31, 1980

|                            |                    |
|----------------------------|--------------------|
| Austin                     | 1,474.02           |
| Bay Area                   | 5.66               |
| Beaumont                   | 817.02             |
| Corpus Christi             | 366.79             |
| Dallas                     | 2,436.92           |
| Denton                     | 591.91             |
| Edinburg/McAllen           | 33.68              |
| El Paso                    | 29.96              |
| Galveston                  | 137.01             |
| Irving                     | 676.50             |
| Lubbock                    | 1,191.30           |
| Marshall/Harrison County   | 60.79              |
| Midland                    | 790.65             |
| Montgomery County          | 500.00             |
| Richardson                 | 81.59              |
| Rockwall County            | 180.00             |
| San Antonio                | 219.57             |
| San Marcos                 | 252.53             |
| Sherman                    | 423.95             |
| Tarrant County             |                    |
| Regular Account            | 835.87             |
| Mary Harding Memorial Fund | 1,111.00           |
| Temple Area                | 70.00              |
| Victoria                   | 156.18             |
| Waco Area                  | 407.12             |
|                            | <u>\$12,850.02</u> |



LWV-Texas  
Council, 1980  
Presidents Packets

LWV-TEXAS OFFBOARD ASSIGNMENTS

Air Associate Director

Meg Titus  
[REDACTED]

Budget Committee Chair

Jeanette Vanderwater  
[REDACTED]

DC Ratification Assoc. Director

Louise Cummins  
[REDACTED]

International Relations, Trade, &  
UN Associate Director

Pearl Wincorn  
[REDACTED]

Land Use Associate Director

Bobette Higgins  
[REDACTED]

Modernizing State Government  
Assoc. Director  
and  
Nominating Committee Chairman

Helen Hunter  
[REDACTED]

Public School Finance  
and  
Property Tax Reform Assoc. Dir.

Jan Wilbur  
[REDACTED]

Solid Waste Associate Director

Eleanor Sutherland  
[REDACTED]

Women's Issues; ERA Assoc. Dir.

Betty Anderson  
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Council, 1980  
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Women's Issues; ERA Assoc. Dir.

Betty Anderson  
[REDACTED]



LWV-Texas  
Council, 1980  
Presidents Packets

FIELD SERVICE REPRESENTATIVES  
1980-1981

Pauline Clarke  
[REDACTED]

Bay Area, Baytown, Brownsville,  
Edinburg/McAllen, Harlingen,  
Houston, San Antonio

Lou Ann Garrett  
[REDACTED]

Dallas, Denton, El Paso, Irving,  
Plano, Richardson

Rachel Gooch  
[REDACTED]

Amarillo, Lubbock, Rockwall Co.,  
Sherman, Temple, Tyler

Helen Hunter  
[REDACTED]

Beaumont, Corpus Christi, Galveston,  
Orange Area, Pearland, Victoria

Barbara Materka  
[REDACTED]

Gainesville, Lamar Co., Marshall-  
Harrison Co., Tarrant Co., Waco,  
Wichita Falls

Rowena Rodgers  
[REDACTED]

Abilene, Austin, Brazos Co.,  
Midland, Odessa, San Marcos

These assignments are effective June 1, 1980. Please arrange with your secretary to send your Field Service Representative (FSR) a copy of your minutes each month, in addition to the three copies being sent to state office. Also ask your bulletin editor to send her your bulletin each month. Do not fail to call upon her for aid, advice, and comfort as the League year progresses.



LWV-Texas  
Council, 1980  
Presidents Packets

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1980-1981

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# SPEAK UP

## How

- ★ Telephone — Most members of Congress maintain offices in their home states or districts. State legislators may generally be reached in their home district when not in session.
- ★ Telegram — Send a 15-word telegram called a Public Opinion Message for only \$2.50. Mailgrams are \$2.80 for 50 words or less, including names and addresses. The toll-free number is 1-800-325-5300. (Prices subject to change.)
- ★ Letter or Postcard — Legislators do read and answer their correspondence. They note the mood of the mail and it does influence their vote.

Remember to make your letter legible, courteous, brief and to the point. Write when you approve as well as oppose legislation.

## Where

- ★ President: The White House, Washington, D.C. 20500.
- ★ Senator: United States Senate, Washington, D.C. 20510.
- ★ U.S. Representative: U.S. House of Representatives, Washington, D.C. 20515.
- ★ All state officials: State Capitol, Austin, TX. 78711.
- ★ Information concerning U.S. Government agencies may be found in some areas by calling a federal information number listed under U.S. Govt. in the telephone directory.

The League of Women Voters is a non-partisan organization, open for membership to everyone of voting age. The League works to promote political responsibility through informed and active participation of all citizens in their government. The League of Women Voters does not support or oppose any political party or candidate. The League does take action on selected governmental issues which it has studied and on which its members have reached agreement.





# REGISTER

## *Who May Register*

- ★ Any U.S. citizen over 18 years of age.
- ★ Any citizen who will be 18 within 60 days. The certificate becomes valid on the 18th birthday or 30 days after application is received by the County Tax Assessor-Collector, whichever comes later.
- ★ A relative (husband, wife, father, mother, son or daughter) may register for you if the relative is a qualified voter. If you are a qualified voter, you may register for them.

## *How*

- ★ In person at the office of the County Tax Assessor-Collector, Elections Administrator, or authorized deputy registrar.
- ★ Obtain a postage-free application if registering by mail.

## *When*

- ★ Applications are accepted year-round.
- ★ To vote in a specific election, apply for registration at least 30 days prior to that election. A Voter Registration Certificate becomes valid 30 days from the date received by the tax office.
- ★ Voter registration is permanent as long as the tax office is notified of any change of address. Every 2 years a new voter registration certificate will be mailed to you.

## *Change of Name or Address*

- ★ The new information should be listed in the space provided on the front of the Voter Registration Certificate and signed. Mail or deliver to the tax office. A change of address or name must be completed 30 days prior to voting in a new precinct.
- ★ You may vote in your former precinct up to 90 days after your move.

## *Lost Certificate*

- ★ Do not reregister. A replacement certificate may be obtained from the tax office or you may sign a lost registration certificate affidavit at your polling place on election day.

FOR MORE INFORMATION ON REGISTRATION, CALL THE SECRETARY OF STATE'S TOLL-FREE NUMBER: 1-800-252-9333, THE COUNTY TAX ASSESSOR-COLLECTOR'S OFFICE OR THE LEAGUE OF WOMEN VOTERS.

# VOTE

## *Who May Vote*

- ★ Any U.S. citizen over 18 years of age who holds a current Voter Registration Certificate.
- ★ Residents of Texas, county, city or district 30 days prior to voting in their respective elections.
- ★ All registered voters may vote in bond elections.
- ★ A qualified voter may vote in only one party primary.

## *Where*

- ★ You must vote in your precinct of residence as described by the governmental unit calling the election. *Your voting precinct number is recorded on your Voter Registration Certificate.*
- ★ Students may vote in the county in which they declare permanent residence if they are registered voters of that county.

## *Who May Vote Absentee*

- ★ Qualified voters who expect to be absent from the county on election day.
- ★ Registered voters 65 years or older.
- ★ Qualified voters physically unable to sign an affidavit to that effect may vote absentee by mail.
- ★ Any permanently disabled voter desiring to vote absentee by mail may file a certificate of permanent disability with the tax office.

## *When*

- ★ Before absentee voting begins for an election, call the governmental unit holding the election for exact procedure and location, as they may vary.
- ★ Absentee voting begins 20 days and ends 4 days before an election.

FOR MORE INFORMATION ON VOTING CALL THE SECRETARY OF STATE'S TOLL-FREE NUMBER: 1-800-252-9602, THE COUNTY CLERK'S OFFICE OR THE LEAGUE OF WOMEN VOTERS.

★ ★ ★ ★ ★



TO: LL Presidents, 2nd copy to  
Publications Chair

LWV-Texas  
April, 1980  
President's Packet (2)  
I. R.  
Publications

RE: ORDER BLANK FOR VS/CI BROCHURE:

SPEAK UP, TEXAS

The League of Women Voters of \_\_\_\_\_ wants  
to order \_\_\_\_\_ Voters Service brochures.

Send them to (or picked up at Council by): \_\_\_\_\_  
address \_\_\_\_\_  
\_\_\_\_\_

NOTE: Parcel Post/Third Class postage is free. Orders will be mailed third class unless other instructions are noted. PRICES INCLUDE THIRD CLASS POSTAGE BUT DO NOT INCLUDE SALES TAX. Please add 5% sales tax unless resale certificate is on file in state LWV office.

Priority Mail: Add 20% to cost of publication

| <u>PRICE:</u>   | <u>NUMBER ORDERED</u> | <u>TOTAL</u> |
|---|-----------------------|--------------|
| 10¢ per single copy or<br>\$9.00/100. This quantity<br>price is the only discount<br>available. | _____                 | \$ _____     |
|   | 5% sales tax          | _____        |
|   | 20% priority mail?    | _____        |
|   | Total enclosed        | _____        |

RETURN THIS FORM TO: League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701



TO: LL Presidents, 2nd copy to  
Publications Chair

LWV-Texas  
April, 1980  
President's Packet (2)  
I. R.  
Publications

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Priority Mail: Add 20% to cost of publication

|               |                            |                       |              |
|---------------|----------------------------|-----------------------|--------------|
| <u>PRICE:</u> | 10¢ per single copy or     | <u>NUMBER ORDERED</u> | <u>TOTAL</u> |
|               | \$9.00/100. This quantity  | _____                 | \$ _____     |
|               | price is the only discount |                       |              |
|               | available.                 |                       |              |
|               |                            | 5% sales tax          | _____        |
|               |                            | 20% priority mail?    | _____        |
|               |                            | Total enclosed        | _____        |

RETURN THIS FORM TO: League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701



LWV-Texas  
April, 1980

THESE FORMS ARE TO BE FORWARDED TO YOUR LEAGUE'S TREASURER WHO  
WILL USE THEM THROUGHOUT THE YEAR.



LOCAL LEAGUE SUPPORT FOR 1980-81 BUDGET

| <u>League</u>     | <u>Membership</u> |               | <u>PMP</u> | <u>League</u>               | <u>Membership</u> |               | <u>PMP</u>    |
|-------------------|-------------------|---------------|------------|-----------------------------|-------------------|---------------|---------------|
|                   | <u>1/1/79</u>     | <u>1/1/80</u> |            |                             | <u>1/1/79</u>     | <u>1/1/80</u> |               |
| Abilene           | 41                | 44            | \$ 330.00  | Lubbock                     | 126               | 133           | \$ 997.50     |
| Amarillo          | 65                | 39            | 292.50     | Marshall/Harrison<br>County | 38                | 38            | 285.00        |
| Austin            | 263               | 230           | 1,725.00   | Midland                     | 62                | 53            | 397.50        |
| Bay Area *        | 59                | 71            | 506.00     | Odessa                      | 34                | 29            | 250.00        |
| Baytown           | 44                | 44            | 330.00     | Orange Area *               | 35                | 42            | 299.00        |
| Beaumont *        | 139               | 158           | 1,126.00   | Pearland Area               | 33                | 29            | 250.00        |
| Brazos County     | 79                | 80            | 600.00     | Plano *                     | 23                | 27            | 237.00        |
| Brownsville       | 32                | 24            | 250.00     | Richardson                  | 39                | 31            | 250.00        |
| Corpus Christi *  | 110               | 124           | 883.50     | Rockwall County             | 41                | 39            | 292.50        |
| Dallas Area       | 439               | 389           | 2,917.50   | San Antonio Area *          | 140               | 163           | 1,161.00      |
| Denton            | 90                | 81            | 607.50     | San Marcos                  | 45                | 40            | 300.00        |
| Edinburgh/McAllen | 23                | 23            | 250.00     | Sherman                     | 110               | 113           | 847.50        |
| El Paso *         | 55                | 62            | 442.00     | Tarrant County              | 204               | 194           | 1,455.00      |
| Gainesville *     | 16                | 22            | 237.00     | Temple Area                 | 57                | 47            | 352.50        |
| Galveston *       | 166               | 185           | 1,318.00   | Tyler *                     | 32                | 35            | 249.00        |
| Harlingen         | 17                | 17            | 250.00     | Victoria *                  | 80                | 92            | 655.50        |
| Houston Area      | 612               | 600           | 4,500.00   | Waco Area                   | 105               | 86            | 645.00        |
| Irving *          | 75                | 87            | 620.00     | Wichita Falls               | <u>49</u>         | <u>33</u>     | <u>250.00</u> |
| Lamar County      | 42                | 21            | 250.00     | TOTAL                       | 3,578             | 3,523         | \$26,609.00   |

Twelve leagues, those with stars beside the name, are eligible for the "TEN-FIVE, GOOD BUDDY" award. This means that the calculated PMP has been reduced by 5%. In three cases the reduction means that the calculated PMP is less than the \$250 league minimum. This is in accordance with the policy adopted by the board at the May meeting. Garland disbanded about one year ago.



April, 1980

FOR USE BY LOCAL LEAGUE TREASURERS

To: League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701

Date \_\_\_\_\_

Credit to LWV of \_\_\_\_\_

Support Amount: \$ \_\_\_\_\_

For quarterly per member payment due: 6/15\_\_\_ 9/15\_\_\_ 12/15\_\_\_ 3/15\_\_\_

-----  
To: League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701

Date \_\_\_\_\_

Credit to LWV of \_\_\_\_\_

Support Amount: \$ \_\_\_\_\_

For quarterly per member payment due: 6/15\_\_\_ 9/15\_\_\_ 12/15\_\_\_ 3/15\_\_\_

-----  
To: League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701

Date \_\_\_\_\_

Credit to LWV of \_\_\_\_\_

Support Amount: \$ \_\_\_\_\_

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Support Amount: \$ \_\_\_\_\_

For quarterly per member payment due: 6/15\_\_\_ 9/15\_\_\_ 12/15\_\_\_ 3/15\_\_\_



TO: Local League Presidents, 2 copies (please  
forward 2nd copy and forms to treasurer)  
FROM: Ethel Sturgis, LWV-T Treasurer  
RE: Sales and Use Tax Regulations

LWV of Texas  
February 3, 1978  
LL Pres. Mailing (2)  
I. E.  
Budget

As many of you know, we have been in personal contact with the State Comptroller's office in order to clarify the sales tax and use tax regulations pertaining to the state and local Leagues in Texas. These regulations often become complex, and we urge you to feel free to write the state League treasurer if you have any questions that are unanswered by the material supplied herewith. Please review this information with your entire board.

We urge you to pay particular attention to:

1. the provision for local League use of the LWV-T Sales Tax Permit Number 1-74-1106488-8
2. the requirement for local Leagues to complete and return the attached resale certificates (one certificate each for LWV-T and LWV-TEF) to the state office immediately
3. the deadline dates for submission of the local League Sales and Use Tax Quarterly Report Form to the state office
4. the importance of including the sales or use tax levied for items for subscription service in your total subscription service budget
4. the importance of maintaining adequate records of the final disposition of all items purchased tax free.

#### 1. DEFINITIONS AND EXPLANATIONS

- a. Sales tax: a tax paid on items sold, the tax imposed on sale of tangible personal property. It is mandated by state law and, although selected organizations are exempt on purchases, the Leagues in Texas (except for the Texas Education Fund and any Education Funds operated wholly by local Leagues, i.e. Houston ... ) are not.
- b. Use tax: a tax paid on items used, that is, items that are thrown away, given away, provided for resource and other committees, sent to members (when no separate subscription service is involved); in brief, everything that is not sold. The same exemptions as above apply.

#### 2. TAX RATES

- a. Sales tax and use tax are levied at the same rate--4% sales/use tax plus a city tax (usually 1% although the rate may vary according to local option as in San Antonio.)
- b. Whether or not a League is subject to the city sales tax depends on the location of that League's headquarters--a League office or the home of the president.



SALES AND USE TAX REGULATIONS FOR PAYING, COLLECTING, AND REMITTING SALES & USE TAX

- a. Taxes are paid at the time of purchase unless a resale certificate is given; or are collected at the time of sale unless a resale certificate is obtained (see attached sample on treasurer's copy.)
- b. Sales taxes collected by local Leagues and use taxes payable by local Leagues are remitted quarterly to the LWV-T state office and forwarded by the state organization to the state comptroller. Forms to accompany local League remittance are available from the state office (copies enclosed for treasurer only).
- c. Local Leagues are entitled to issue a resale certificate to vendors (including the LWV-T and TEF) using the Sales Tax Permit Number 1-74-1106488-8 assigned to the League of Women Voters of Texas. Local Leagues are NOT entitled to the tax exemption on purchases allowed the LWV-Texas Education Fund. Please note that all tax transactions involving local League monies on deposit with the Texas Education Fund shall be subject to the procedures for taxation outlined in this directive.

Items purchased from LWVUS for use or resale

Collect sales tax for items sold. Remit use tax for the balance of items given away, thrown away, or otherwise used by the organization other than for sale. See below regarding items purchased for subscription service.

Other out-of-state sales and purchases for use or resale

Do not collect sales tax. Sales tax or use tax is not paid until the items are sold or used. Sales tax on purchases depends upon the instructions of the out-of-state vendor.

Items purchased from LWV-T, TEF for use or resale

A local League may issue a resale certificate to the LWV-T or TEF in lieu of paying sales tax at the time of purchase. Since this resale certificate is required on a one-time-only-per-vendor basis, complete the attached resale certificate forms and return them to the state office. Once the LWV-T and TEF have these certificates on file, it will be the policy of the state League to no longer collect sales tax on purchases made by that League. It is imperative, however, that the local League maintain adequate records and remit use tax to the state office on all items which were purchased tax free and converted to its own use (including items given away or thrown away). In addition, sales tax must be collected on all items sold, and the tax must be remitted quarterly to the LWV-T state office, along with the required reporting data, for forwarding to the State Comptroller (see forms enclosed for treasurer).

Items purchased from other vendors within the state

A local League pays sales tax to the supplier if the item, e.g. letterhead stationary, equipment, Voters Guides, is not for resale. A resale certificate may be issued to a supplier using the LWV-T Sales Tax Permit Number for those materials to be resold or incorporated in a finished product for resale.

Items sold at fund raising events (garage sales, bake sales, etc.)

Local Leagues must collect and remit sales tax if tangible personal property is being sold. Do not collect sales tax for whole pies and cakes.

Newsletters (VOTERS)

When a local League provides its members with a newsletter as part of membership dues, tax is paid on all materials, etc. purchased to complete publication of the newsletter. Subscriptions sold to non-members are subject to sales tax.

TO FURTHER CLARIFY THE ABOVE INFORMATION:

When a subscription service is part of a local League's dues, use tax is remitted on the contents. When a subscription service is optional and not part of dues, sales tax is remitted.

A local League must collect and remit sales tax on all sales (exemptions noted on cover memo) unless the purchaser provides an exemption certificate (schools, government entities) or a resale certificate.

Use tax is paid on the actual cost of the item to the local League. Sales tax is paid on the selling price of the item.



League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701

LOCAL LEAGUE SALES AND USE TAX QUARTERLY REPORT FORM

|                     |                  |
|---------------------|------------------|
| Local League        | Treasurer's name |
| For quarter ending: | Address          |

This report and the check covering amount of total tax is to be received in the state office NO LATER THAN the 15th of the month following the end of a quarter. Quarters end March 31, June 30, Sept. 30, and Dec. 31.

Refer to memo of 2/3/78, titled "Sales and Use Tax Regulations" for explanation of tax rates and for determination of taxable sales and application of use tax.

1. Total gross sales (excluding tax & postage) ① \_\_\_\_\_
2. Total taxable sales (includes subscription service when NOT a part of dues) ② \_\_\_\_\_
3. Sales tax due on taxable sales  
@ 4%, 5%, 5 1/2%, etc.  
(② x .04; or ② x .05; or ② x .055, etc.) ③ \_\_\_\_\_
4. Total value of publications "used" (given away, thrown away, provided for comm. members, board members, subscription service when a part of dues, etc.) ④ \_\_\_\_\_
5. Use tax due @ 4%, 5%, 5 1/2%, etc.  
(④ x .04; or ④ x .05; or ④ x .055, etc.) ⑤ \_\_\_\_\_
6. Total tax due (③ plus ⑤) ⑥ \_\_\_\_\_

\_\_\_\_\_  
Signature of treasurer

Complete this form in duplicate. Mail one copy to state o-ffice and retain one copy for your files. Attach check covering the amount shown on line 6.



League of Women Voters of Texas  
1212 Guadalupe, #109  
Austin, TX 78701

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1212 Guadalupe, #109  
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Signature of treasurer

Complete this form in duplicate. Mail one copy to state office and retain one copy for your files. Attach check covering the amount shown on line 6.



C O U N C I L -- April 19 - 20, 1980 -- Waco, Texas  
Holiday Inn I-35

DEADLINE FOR REGISTRATION: April 1, 1980

DEADLINE FOR CANCELLATION WITH REFUND: April 7, 1980

MAIL TWO COPIES TO ADDRESS GIVEN BELOW; BRING THIRD COPY WITH YOU TO COUNCIL

REGISTRATION FORM FOR DELEGATES

Delegate's Name \_\_\_\_\_

Address \_\_\_\_\_

Representing local League \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Portfolio \_\_\_\_\_ A/C \_\_\_\_\_

Registration fee is \$22.00

The following four meals will be available as part of the program. Please indicate your reservations as follows:

Delegate's Name \_\_\_\_\_ League \_\_\_\_\_

Lunch on the Brazos Queen, Saturday, April 19 \$6.50 \_\_\_\_\_

Dinner, Saturday, April 19 9.50 \_\_\_\_\_

Presidents' Breakfast, Sunday, April 20 5.00 \_\_\_\_\_

(Limited by space to 1 person per League or State Unit)

Lunch, Sunday, April 20 6.00 \_\_\_\_\_

(Tax & gratuity included in each) TOTAL = \_\_\_\_\_

WORKSHOPS, Friday April 18; Saturday, April 19

If you attend workshop(s) on one day only, the enrollment fee is \$1.00. If you wish to attend for two days, the fee is \$2.00. Please indicate which workshop(s) you wish to attend and the amount included for your fee. Enrollment for the workshops is limited to 80. Delegates are given first priority.

Delegate's Name \_\_\_\_\_ League \_\_\_\_\_

Friday, April 18: \_\_\_\_\_ Leadership Development Workshop (1 - 5 P.M.)

Circle one: Program Management OR Membership (7:30 P.M. - 10:30 P.M.)

Saturday, April 19: Circle one: Program Management OR Membership (8:30 A.M.-11 A.M.)

Your enrollment fee \_\_\_\_\_

Please attach a check including your registration fee, meals, and workshop fee, and mail with TWO COPIES of this form to:

Linda Poerner  
126 Castleman Cir  
Hewitt, TX 76643 (817) 662-5458

Enclosed is a total of \$ \_\_\_\_\_

Please indicate your estimated time of arrival:

Date: \_\_\_\_\_ Time: \_\_\_\_\_



C O U N C I L -- April 19 - 20, 1980 -- Waco, Texas  
Holiday Inn I-35

DEADLINE FOR REGISTRATION: April 1, 1980

DEADLINE FOR CANCELLATION WITH REFUND: April 7, 1980

MAIL TWO COPIES TO ADDRESS GIVEN BELOW; BRING THIRD COPY WITH YOU TO COUNCIL

REGISTRATION FORM FOR STATE BOARD, OFF-BOARD, NOMINATING COMMITTEE, GUESTS

Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Address \_\_\_\_\_

League \_\_\_\_\_ Check one: \_\_\_\_\_ State board  
\_\_\_\_\_ Off-bd. or Nom. Committee  
\_\_\_\_\_ Guest or Other \_\_\_\_\_

The following three meals will be available as part of Council. Please indicate your reservations as follows:

Name \_\_\_\_\_ St. bd., off-bd., Nom. comm.,  
\_\_\_\_\_ guest, other \_\_\_\_\_

Lunch on the Brazos Queen, Saturday, April 19 \$6.50 \_\_\_\_\_

Dinner, Saturday, April 19 9.50 \_\_\_\_\_

Lunch, April 20 (Sunday) 6.00 \_\_\_\_\_

(Tax & gratuity included in each) TOTAL = \_\_\_\_\_

WORKSHOPS, Friday, April 18; Saturday, April 19

If you observe workshop(s) on one day only, the enrollment fee is \$1.00. If you wish to observe for two days, the fee is \$2.00. Please indicate which workshop(s) you wish to observe and the amount of your fee. Enrollment for the workshops is limited to 80. Delegates are given first priority.

Name \_\_\_\_\_ St. bd., off-bd., nom. Comm.,  
\_\_\_\_\_ guest, other \_\_\_\_\_

Friday, April 18: \_\_\_\_\_ Leadership Development Workshop (1 - 5 P.M.)

Circle one: Program Management OR Membership (7:30 P.M. - 10:30 P.M.)

Saturday, April 19: Circle one: Program Management OR Membership (8:30A.M.-11A.M.)

Your fee \$ \_\_\_\_\_

Please attach a check including your meal payments and workshop observation fee, and mail with TWO COPIES of this form to:

Linda Poerner  
126 Castleman Cir.  
Hewitt, TX 76643 (817) 662-5458

Enclosed is a total of \$ \_\_\_\_\_

Please indicate your estimated time of arrival:

Date: \_\_\_\_\_ Time: \_\_\_\_\_



C O U N C I L -- April 19 - 20, 1980 ---Waco, Texas  
Holiday Inn I-35

DEADLINE FOR REGISTRATION: April 1, 1980

DEADLINE FOR CANCELLATION WITH REFUND: April 7, 1980

MAIL TWO COPIES TO ADDRESS BELOW; BRING THIRD COPY WITH YOU TO COUNCIL

REGISTRATION FORM FOR OBSERVERS

(Xerox copies if necessary -- three copies per observer)

Name \_\_\_\_\_

Address \_\_\_\_\_

Local League name, State Unit, or Member at Large \_\_\_\_\_

Phone (     ) \_\_\_\_\_ Registration fee is \$16.00

The following three meals will be available as part of the program. Please indicate your reservations as follows:

Name \_\_\_\_\_ League name, State Unit, or  
Member at Large \_\_\_\_\_

Lunch on the Brazos Queen, Saturday, April 19     \$6.50 \_\_\_\_\_

Dinner, Saturday, April 19     9.50 \_\_\_\_\_

Lunch, Sunday, April 20     6.00 \_\_\_\_\_

(Tax & gratuity included in each)     TOTAL = \_\_\_\_\_

WORKSHOPS, Friday April 18; Saturday, April 19

If you attend workshop(s) on one day only, the enrollment fee is \$1.00. If you wish to attend for two days, the fee is \$2.00. Please indicate which workshop(s) you wish to attend and the amount of your fee. (Enrollment for the workshops is limited to 80. Delegates are given first priority.)

Name \_\_\_\_\_ League or State Unit name,  
or Member at Large \_\_\_\_\_

Friday, April 18: \_\_\_\_\_ Leadership Development Workshop (1 - 5 P.M.)

Circle one: Program Management OR Membership (7:30 P.M. - 10:30 P.M.)

Saturday, April 19: Circle one: Program Management OR Membership (8:30 A.M.-11 A.M.)

Your enrollment fee \$ \_\_\_\_\_

Please attach a check including your registration fee, meals, and workshop fee, and mail with TWO COPIES of this form to:

Linda Poerner  
126 Castleman Cir.  
Hewitt, TX 76643 (817) 662-5458

Enclosed is a total of \$ \_\_\_\_\_

Please indicate your time of arrival:

Date: \_\_\_\_\_ Time: \_\_\_\_\_



50 ✓  
MAY 25 1979

May 23, 1979

Nancy Newton, President  
League of Women Voters of Waco  
4500 Scottwood  
Waco, Texas 76708

Dear Nancy;

The state board, meeting last week, accepts the offer of the Waco League to be hostess to the 1980 state President's Council.

After considerable discussion and calculation we have approved the dates of Saturday, April 19 and Sunday, April 20. The state board will have a precouncil board meeting at the same hotel on Friday, April 18th.

Catherine Gordon has agreed to be the liason person between Waco and the state board council planning committee, which she will also chair.

Thanks for your invitation. It didn't have to come complete with special song and costume, but everyone enjoyed the extra!

Sincerely,

Diana Clark  
President