

# Minutes of Regular Meeting

## The Board of Trustees Navarro Independent School District

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A Regular Meeting of the Board of Trustees of Navarro Independent School District was held Monday, April 28, 2025, beginning at 7:00 PM in the Intermediate School Cafeteria, 588 Link Rd, Seguin, TX 78155.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **Invocation:** Michelle Schwarzlose

2. **Pledge of Allegiance:** Michelle Schwarzlose

3. **Call to Order:** Board President, Melissa Sartain, called the meeting to order at 7:01 PM and established a quorum. Present, in addition to Melissa Sartain, were Dan Reinhard, Donna Gilliam, Lacey Gosch, Joel Frederick, Clint Scheib, and Becki Stephenson.

A. Announcement that this meeting has been duly called, and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Section 551.043 of the Texas Government Code.

#### 4. **Public Participation:**

Individuals wishing to participate in this portion of the meeting shall sign up before the meeting is called to order and shall indicate the topic about which they wish to speak.[Ref. Board Policy BED(LOCAL)]

A. Public Comments on General Topics

*Public comments regarding subjects not listed as an agenda item for this meeting*

B. Public Comments on Posted Agenda Items

*Public comments regarding a specific agenda item or items listed on the posted notice for this meeting.*

Peter Snaddon from the Guadalupe Appraisal District spoke about the building of a new Appraisal Facility for the Guadalupe Appraisal District.

Skyler Hidlebaugh spoke in support of the renewal of the contract for Belinda Lara for the 2025-2026 school year.

Belinda Lara spoke in support of the renewal of her contract for the 2025-2026 school year.

5. **High School Construction and Bond 2021 & 2024 Update:** AG/CM Assistant Project Manager, Melisa Nu'u. New High School - Progress continues on the new school construction. Exterior work sees

EIFS nearing completion at the main entry and west side. Masonry will resume as footings are finalized, focusing on the service yard and limited stonework. Inside the classroom wing, restrooms are almost finished, with painted walls, ceilings, flooring, markerboards, and millwork/countertops installed. The central area's high ceilings are being framed, light fixtures are going in, most hard ceilings are complete, and walls are being floated and sanded. In administration, walls are coated, ceilings are in, and millwork/countertops are underway. The cafeteria's hard ceilings are mostly painted, wall painting is progressing, and receiving doors are slated for near-term installation. Kitchen tiling is done, and above-ceiling/equipment connections are in progress. The auditorium's large scaffolding is down, revealing finished ceiling clouds, with ductwork and sheetrock going up on high walls. CTE areas are being painted, glass is being installed, and above-ceiling work continues. Framing has begun for ceilings in the band hall, locker rooms, practice/competition gyms, and weight room, with above-ceiling work ongoing. Scoreboard structural supports are being installed in the competition gym, and steel for the center-hung scoreboard is in place. At the AG Barn, the structure is complete, MEP work and wall painting are underway, steel beams are being painted, and water line posts are installed. Outside, the new main entrance has concrete, light poles are up, parking lot island landscaping prep has started, and site concrete is nearing completion. Bond Projects - The Chiller Replacement Project will kick off in the next few weeks. After procurement of the chillers, the work is scheduled to take place when the current high school is vacant from January 2026 through August 2026. While the building is vacant, there will be a refresh of the campus for occupancy as the new Junior High School. Projects include painting, branding, changing out lighting, potentially flooring, and converting the library in the 500 building to additional classrooms to accommodate the expected growth. Navarro Elementary South is underway with design drawings coming together and meeting the City of Seguin Unified Development Code requirements. The traffic impact analysis has been completed, and well as the stormwater drainage which will allow for application of the site permit. Dirt moving will begin in the next few months. The work at the current Elementary and Intermediate parking, drives and playground project reconfiguration was awarded to Casias Construction. This project is scheduled to begin as the school year ends in May, with major impact and the majority of the work to be completed by the start of the 2025-2026 school year. There will be a meeting with staff and contractors to ensure that plans are in place for access, parking and security. Work continues with a clear scope to refresh the current Elementary and Intermediate campuses in preparation for their conversions in 2027.

## **6. Discussion/Information:**

A. Demographic and Housing Report. Zonda Education presented the Spring 2025 Demographic Report which continues to hold steady to growth predications. Demographer recommendations are on course and align with the district's Long Range Facilities Master Plan to address and prepare for enrollment increases over the next ten years. Key takeaways included: 1) New homes starts and closings in Navarro ISD have continued to climb. Housing starts are up approximately 100 homes compared to this time last year. 2) The district has 17 actively building subdivisions with nearly 1,300 lots available to build on. 3) NISD has 11 future subdivisions with over 5,800 lots in the planning stages. 4) Groundwork is underway on more than 700 lots within 5 subdivisions. 5) Navarro ISD is forecasted to enroll more than 4,100 students by 2029-2030 and more than 5,500 by 2034-2035.

B. Student Advisory Presentation – Superintendent Student Advisory members, Faith Castillo, Colton Jones, Justin Braune, Lizzie Hagan, Daniel Glinn, Sofia Castillo, Bailey Zoeller, Jack Kehoe, Giovanna Coello, Camden Shields, and Avery Sisak, presented their recommendations for school improvement and the process in which they developed those recommendations. Long range recommendations included Master Schedule, Advanced Courses and Four Year Planning, UIL Academics (recruiting and coaching for debate program), Culinary/Home Economics Courses, Keeping Traditions, and Revisiting the Tardy Policy.

C. Board Report Discussion – Melissa Sartain outlined the requested change to department documentation in the the Board Reports to inform the public of the new expection and requested

refinement of the Board Reports to specifically align with the Board Priorities defined in the Collaborative Vision and HB3 Goals. Melissa appreciated the new structure, but wanted to avoid the redundancy of some of the “calendar” being reported.

D. Guaranteed Maximum Price for Site & Drainage at New High School Property - The GMP (Guaranteed Maximum Price) breakout cost for Site & Drainage of the District property for the new high school of \$3,945,349 will be a Board informational update to the action that was taken last month (previously budgeted at \$4,500,000). Construction drawings were issued (GMP 3) on 03/12/2025. Bartlett Cocke received bids from subcontractors, based on the balance of the work and has determined that the actual cost for the site and drainage work is less than previously budgeted. The remaining funds from the budgeted \$4,500,000 will be returned to the district to be allocated as funds for 2021 Bond related projects.

## 7. Reports:

A. Campus and Department Activity Reports - Principals, Athletic & Fine Arts Directors, District Departments – There were no questions concerning the campus and department activity reports.

B. Superintendent’s Report

1. *Enrollment* – There were no questions regarding the enrollment report.

2. *Calendar of Events* – There were no question concerning the calendar of events.

<https://www.nisd.us/events>

C. District Financial Reports- Paul Neuhoff, Chief Financial Officer, highlighted total expenses and meeting local revenue goals, as well as, the NISD schedule of investments. There were no questions for Mr. Neuhoff on the district financial reports.

D. Technology Plan Progress Report – Director of Technology, Jason Rhame updated the Board on the technology progress plan, which includes a hardware replacement schedule and a comprehensive classroom technology setup plan for each campus. Jason also went over the update on the network issues, which included the current state of infrastructure, the firewall, and network resolutions. The Board asked about the development of a district Technology Committee, which is planned for the 2025/2026 school year.

## 8. Consent Agenda:

A. Minutes of the March 24, 2025 Regular Board Meeting

B. Minutes of the March 31, 2025 Special Board Meeting

C. Device Refresh/Growth Purchase

D. Budget Amendments

E. Donations

F. GVEC Right of Way Easement Agreement for Intermediate Portable Building

G. Policy Update AE (LOCAL) - Educational Philosophy

H. Certification of Provision of Instructional Materials

I. Classroom Furniture for Intermediate Portable Building

J. Consider and Possible Approval of Proposal for Construction Materials Observation Testing Services for Parking, Playgrounds and Drives

K. Consider and take possible action to approve the ranking of contractors to provide construction services for current high school chiller replacement including possible delegation of authority to Superintendent/designee to negotiate and execute a contract

Lacey Gosch motioned to pull consent agenda item 8.H. *Certification of Provision of Instructional Materials* and move it to action item 9.G. Joel Frederick seconded the motion. Vote 7-0; motion carried.

Lacey Gosch motion to approve the consent agenda as presented (excluding 8.H. Certification of Provision of Instructional Materials). Donna Gilliam seconded the motion. Vote 7-0; motion carried.

## 9. Action Items:

A. Consider and take possible action to approve the Guaranteed Maximum Price Amendment for Package No. 3 (GMP #3) for the New Athletics Project - Bartlett Cocke General Contractors and LPA Architects presented renderings of the new facilities. The new stadium features a turf field, a section of premium stadium seating and grandstands, a home side field house to include coaching offices, varsity locker room, and a multiple purpose space. The visitor side will also have an amenities building featuring a versatile locker room space, that can serve all visitors from all sports and office areas. Both buildings will have ticketing, restrooms and concessions. The baseball and softball complexes will have tiered bleacher seating, turf, and covered batting cages. The tennis facility will have 8 enclosed courts. This is the third and final Guaranteed Maximum Price for the New Athletics Facility. GMP 3 included a breakdown of costs for Site and Drainage Work on the property in the amount of \$3,945,349. This cost is lower than the original proposal of \$4.5M.

Joel Frederick moved to approve the Guaranteed Maximum Price Amendment for Package No. 3 (GMP #3) in the amount presented by administration for the new athletic facilities project and further authorize the Superintendent to negotiate and finalize the terms of the required GMP Amendment in a form approved by legal counsel and to also execute same. Clint Scheib seconded the motion. Vote 7-0; motion carried.

B. Policy Update FM (LOCAL) Student Activities - Students participating in a multitude of extracurricular activities incur excused school absences, especially when groups are traveling far outside the district boundaries for competition or when a group qualifies for post district competition. Policy FM (Local) currently limits the number of school related absences that exceed 18 in a semester of 26 for the school year. related absences to 18 per semester or 26 for the entire school year. The School Board has reviewed this policy in the past 5 years to consider not limiting the number of absences a student has if they are participating in multiple extracurricular activities and exceed the number of absences referenced in the FM (Local) policy.

Joel Frederick motioned to postpone the proposed changes to policy FM(LOCAL) to include the new language that “the District shall not limit the number of absences for post-district, state, or other competition.” Dan Reinhard seconded the motion. Vote 7-0; motion carried.

## C. Instructional Materials Transition Plan and LASO III Grant Funds Utilization:

**STEMscopes** Mathematics has been selected as the district’s core curriculum for grades Kindergarten through Algebra I. This resource is listed on the State Board of Education’s approved Instructional Materials list (IMRA). The total purchase cost for these instructional materials is \$132,618.16.

Clint Scheib motioned to approve the purchase of STEMscopes mathematics instructional materials, which is a State Board of Education approved instructional resource, in the amount of \$132,618.16 for the district's kindergarten through Algebra I mathematics core curriculum. Dan Reinhard seconded the motion. Vote 7-0; motion carried.

**Bluebonnet Learning** instructional materials cover 100% of the Texas Essential Knowledge and Skills (TEKS) and provide a full suite of resources including scope and sequence, daily lesson plans, and student materials. All Bluebonnet Learning instructional materials are designed to be high-quality, suitable, and grade-level appropriate. They are on the State Board of Education Instructional Materials list as an approved curriculum for RLA grades kindergarten through 5th grade.

Becki Stephenson motioned to approve the purchase of Bluebonnet K-5 RLA instructional materials, which is a State Board of Education approved instructional resource, in the amount of \$80,818.10 for the district's kindergarten through 5th grade RLA core curriculum. Clint Scheib seconded the motion. Vote 7-0; motion carried.

Navarro ISD has been awarded **LASO** Cycle 3 grant funds for the 2025-2026 school year in the amount of \$287,000.00 50% of these awarded grant funds must be used to contract with a single Approved Service Provider per instructional material from the LASO Cycle 3 Approved Provider List for Strong Foundations Implementation to support grant activities. Navarro ISD has selected ESC Region 20 as our approved provider.

Dan Reinhard motioned to approve the selection of ESC Region 20 as Navarro ISD's approved service provider for the LASO Cycle 3 grant program and will utilize 50% of the awarded grant funds in the amount of \$143,500 to create a contract for implementation services with Region 20 for this grant. Lacey Gosch seconded the motion. Vote 7-0; motioned carried.

D. Teacher Incentive Allotment District Spending Plan - The TIA is a state-funded system that provides additional compensation to outstanding teachers who are identified based on their performance appraisal and their students' academic growth. See <https://tiatexas.org/> for detailed information about the program.

Clint Scheib motioned that the Board approve the Navarro ISD Teacher Inventive Allotment Spending Plan. Donna Gilliam seconded the motion. Vote 7-0; motioned carried.

E. Staffing Request for 2025/2026 School Year – Recommendations were presented for the 2025-2026 staffing requests, a strategic investment totaling \$1,397,990 to address enrollment growth, the opening of the new high school, and key strategic priorities. This comprehensive plan includes the addition of 24 crucial positions: 10 teachers strategically allocated across campuses (NES, NIS, NJH, NHS), 2 assistant principals for the junior and new high schools, 1 College, Career, and Military (CCM) advisor for the new high school, 2 ARD facilitators, 2 educational aides to support pre-K and DAEP, 1 cafeteria worker and 4 custodians (including a lead) for the new high school, and a maintenance administrative assistant. Furthermore, the board approved 6 position adjustments to better align roles and responsibilities, including a CTE Teacher to Ag Teacher conversion, an increase in workdays for the Athletics Secretary and Transportation Operations Specialist, an upgrade from Licensed Vocational Nurse to Registered Nurse at the high school, local funding support for an Instructional Coach, and a pay scale adjustment for the HR/Communications Administrative Assistant.

Donna Gilliam motioned that the Board approve the proposed staffing positions for the 2025-2026 school year. Joel Frederick seconded the motion. Vote 7-0; motion carried.

F. Consider and Possible Approval of Superintendent/Board Goals and Superintendent Evaluation Instrument- The Superintendent and Board of Trustees discussed the Superintendent goals to be applied to Superintendent Evaluation Instrument. The goals will be finalized and ultimately approved to be applied to a quarterly evaluation instrument for the Superintendent. Melissa Sartain added that the discussion should be limited to the acceptance of the instrument as a tool for evaluation and the metrics will be discussed at next month's board meeting.

Becki Stephenson motioned that the Board approve the Superintendent/Board Goals and Superintendent Evaluation Instrument as designed collaboratively with the Superintendent and the Board of Trustees. Clint Scheib seconded the motion. Vote 7-0; motioned carried.

G. Certification of Provision of Instructional Materials – (Moved to action items by the Board.) The Certification of the Provision of Instructional Materials is an annual required process formerly known as the TEKS Certification Process. Districts and open-enrollment charter schools will be unable to order instructional materials through the EMAT system (Education Materials System) until the certification has been ratified by the local School Board at an open meeting, and the signed certification is then submitted and received by the Texas Education Agency (TEA).

Clint Scheib motioned that the Board approve and ratify the Certification of Provision of Instructional Materials for the 2025-2026 school year. Lacey Gosch seconded the motion. Vote 7-0; motion carried.

10. **Closed Session:** The Board went go into closed session at 11:06 PM.

A. Pursuant to Texas Government Code Section 551.074 to discuss the duties of the Board of Trustees

B. Pursuant to Texas Government Code Section 551.074 to discuss the duties of the Superintendent

C. Pursuant to Texas Government Code Section 551.074 to discuss the Employment and Resignations of Professional Personnel to include Teachers and other Professionals

D. Pursuant to Texas Government Code Section 551.072 to deliberate the purchase, exchange, lease, or value of real property

E. Pursuant to Texas Government Code section 551.071, consultation with the Board's Attorney concerning legal and procedural considerations involving the termination of the probationary contract of Belinda Lara, effective at the end of the 2024-2025 school year

F. Pursuant to Texas Government Code section 551.074, discussion regarding the termination of probationary contract of Belinda Lara

G. Pursuant to Texas Government Code Section 551.074 to discuss probationary and term contracts for Teachers, Nurses, Counselors, Librarians, and other Professional Personnel

Any related action will be taken in open session.

11. **Reconvene:** The Board reconvened in Open Session at 12:22 AM to consider possible action related to closed session discussion.

A. Consider and take possible action regarding the termination of probationary contract of Belinda Lara effective at the end of the 2024-2025 school year

Joel Frederick motioned that it is in the best interest of the district to terminate the probationary contract of Belinda Lara, effective at the end of the 2024-2025 school year, and further move to authorize the Superintendent to deliver written notice to Belinda Lara of this decision as required by law. Clint Scheib seconded the motion. Vote 7-0; motion carried.

12. **Adjourn:** Melissa Sartain adjourned the meeting at 12:22 AM.

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Melissa Sartain, President  
NISD Board of Trustees

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Donna Gilliam, Secretary  
NISD Board of Trustees