

GARRISON ISD SCHOOL BOARD
GARRISON ISD SCHOOL BOARD @ 6:00 PM

Monday, December 14, 2020

Garrison ISD Multi-Purpose Room, 459 N. US HWY 59, Garrison, TX 75946

Join Zoom Meeting

<https://us04web.zoom.us/j/2879080438?pwd=ZkdvU01zQXdaaDduWWZBWGVkazdxUT09>

Meeting ID: 287 908 0438

Passcode: 5Ta2jD

The Board of Trustees of Trustees of Garrison Independent School District will hold a Garrison ISD School Board on Monday, December 14, 2020 in the Garrison ISD Multi-Purpose Room, 459 N. US HWY 59, Garrison, TX 75946. At the meeting, the Board may deliberate or act on any of the subjects listed on the following agenda. The President may change the order of items listed below for the convenience of the board.

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18. Superintendent Recommendations Regarding Professional Personnel (Gov't Code §551.074) Discussion, Purchase, Exchange, Lease, or Value of Real Property (Gov't Code § 551.072)	58
19. Adjourn	59

In accordance with the Texas Open Meetings Act (Subchapters D and E of Ch. 551, Tex. Govt Code), the board may enter closed meeting to deliberate any subject authorized by Subchapter D is listed on the agenda for this meeting. Any final action, decision, or vote on a subject deliberated in closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act.

Superintendent of Schools

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Call to Order and Establish Quorum

Agenda Item No: 1

Date: 12/14/2020

Action Required: None

Recommended:

Additional Information: President Bart Reneau will open the meeting.

Attachments: No

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Invocation

Agenda Item No: 2

Date: 12/14/2020

Action Required: None

Recommended:

Additional Information: President Bart Reneau will call on a member to give the invocation

Attachments: No

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Hearing of Citizens

Agenda Item No: 3

Date: 12/14/2020

Action Required: None

Recommended:

Additional Information:

Attachments: No

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Facilities and Bond Election

Agenda Item No: 4

Date: 12/14/2020

Action Required: None

Recommended:

Additional Information: Mr. Spivey will present information from the facilities committee meeting.

Attachments: Yes

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Review RFQ for Contruction Manager At-Risk

Agenda Item No: 5

Date: 12/14/2020

Action Required: Yes

Recommended:

Additional Information:

Attachments: Yes

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Receive and Approve Minutes

Agenda Item No: 6

Date: 12/14/2020

Action Required: Yes

Recommended: Approval of Minutes

Additional Information: Approval of Minutes - November 16, 2020

Attachments: Yes

GARRISON ISD SCHOOL BOARD

REGULAR MEETING MINUTES

6:00 P.M.

Monday, November 16, 2020

Garrison ISD Multi-Purpose Room

1. Call to Order and Establish Quorum
President Bart Reneau called the meeting to order at 6 PM. A quorum was present and due notice had been mailed and published. Nicole Todd was absent.
2. Invocation
Justin Shull led in prayer.
3. Receive and Approve Minutes: This Agenda item was moved up before the canvas of November 3, 2020 Election.
 - October 26, 2020 Regular Meeting – Matt Barrett made the motion to accept the minutes as presented. Jackson Sheffield made a second to the motion. The vote was unanimous.
4. Canvass November 3, 2020 Election Results
Mr. Spivey supplied the board with the election results for the November 3, 2020 Garrison ISD Trustee Election. From Nacogdoches County and Rusk County combined the results are as follows: Dusty McFadden 523, Heidi Lawrence 325, Heath Brewer 307, Sam Stanaland 271, Matt Harris 259, Billy Cooper 232, & Nichole Todd 200. Matt Barrett made the motion to approve the results as presented. Matt Harris made a second to the motion. The votes was unanimous.
5. Oath of Office for New Board Members
Dusty McFadden, Heidi Lawrence & Heath Brewer were sworn in as board members by Crystal Linebarger, Notary.
6. Reorganization of the Board
Jackson Sheffield made the motion to leave board officers as they are currently, President – Bart Reneau, Vice President – Matt Barrett, & Secretary – Justin Shull. Heidi Lawrence made a second to the motion. The vote was unanimous.
7. Bills and Accounts for October 2020
Dr. Hill supplied the board with the list of monthly bills.
8. Budget Report
Dr. Hill supplied the budget report to the board.
9. Budget Amendment
There was not a budget amendment.
10. Donations
There were donations.
11. Principal's Reports
Mrs. Hill, Mr. Prince, & Mr. Barnett gave reports from each of their respective campus'.

12. Facilities/Superintendent Report

Mr. Spivey gave an update on different things going on in the district.

- Covid Numbers
- Ended Remote Instruction on November 15, 2020
- Basketball Hosting Procedures
- Upcoming Projects

13. Facility Rental Policy

Mr. Spivey presented the Facility Rental Policy. There was no action taken.

14. Discuss Potential Purchase of Vehicle

The District has the opportunity to purchase a police car from the City of Garrison. Mr. Spivey requested the board's feedback on the purchase. There was no action taken.

15. Board Training

Mr. Spivey presented information from TASB on mandatory board training hours.

16. Superintendent Recommendations Regarding Professional Personnel (§551.074) (§551.076)
Discussion, Purchase, Exchange, Lease, or Value of Real Property (Gov't Code § 551.072)

17. The board president adjourned the board meeting into closed session at 6:49 p.m. pursuant to the following sections of the Texas Open Meetings Acts 551.074. The board returned to open session at 7:15 p.m.

18. Adjourn

The board president adjourned the meeting at 7:17 P.M.

Bart Reneau, President

Justin Shull, Secretary

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Bills and Accounts for November 2020

Agenda Item No: 7

Date: 12/14/2020

Action Required: At Board's Discretion

Recommended:

Additional Information: Dr. Hill will answer any questions concerning the bills and accounts for November 2020

Attachments: Yes

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
088742	11-12-2020	04503	Amazon Capital Service	ELEMENTARY SCH	210461	1C61-PCJ9-9R97 199-11-6399.00-101-123000	C	Supplies Elem Spec Ed	230.35	N
				ELEMENTARY SCH	210462	16Y4-494P-DPQX 199-11-6399.00-101-123000	C	Chromebooks Elem Spec Ed	806.97	N
				UOU	210450	143V-HTHT-HHC1 199-51-6319.00-999-1990ME	C	Dumpster Light Maintenance	161.99	N
				UOU	210448	141W-NFQ9-46RX 199-53-6399.00-999-199000	C	Cables & Adapter Technolog	53.79	N
Check 088742 Total:									1,253.10	
088743	11-12-2020	00102	James Anderson	HIGH SCHOOL	210511	vs West Hardin 199-36-6299.00-001-1910SO	C	Sports Official Football	135.00	N
088744	11-12-2020	00174	Michael Barnes	HIGH SCHOOL	210424	vs Shelbyville 199-36-6299.00-001-1910SO	C	Sports Official Football	120.00	N
088745	11-12-2020	02129	George Booth	HIGH SCHOOL	210421	vs Shelbyville 199-36-6299.00-001-1910SO	C	Sports Official Football	120.00	N
088746	11-12-2020	04450	Bulldog Tire and Service	UOU	210444	October 199-34-6249.00-999-199000	C	Vehicle Maint Transportation	219.69	N
				UOU	210168	October 199-34-6319.00-999-199000	C	Supplies & Maint Transp	1,219.21	N
Check 088746 Total:									1,438.90	
088747	11-12-2020	04361	BullsEye Telecom Inc	UOU	210477	37551250 199-51-6259.TE-999-199000	C	Telephone Service	450.46	N
088748	11-12-2020	02700	Citibank	HIGH SCHOOL	210207	HobbyLobby/Nac 199-11-6399.00-001-122000	C	Classroom Supplies HS CTE	96.24	N
				HIGH SCHOOL	210310	HobbyLobby/Nac 199-11-6399.00-001-122000	C	Floral Design Supplies HS C	232.62	N
				HIGH SCHOOL		HobbyLobby/Nac 199-11-6399.00-001-122000	M	Returned Items	-40.79	N
				SUPERINTENDENT	210102	UPS/Shipping 199-41-6499.00-701-199000	C	Shipping Fees Admin	15.01	N
				SUPERINTENDENT	210102	UPS/Shipping 199-41-6499.00-701-199000	C	Shipping Fees Admin	19.85	N
Check 088748 Total:									322.93	
088749	11-12-2020	00368	Claims Administrative Se	BUSINESS OFFICE	210484	60121 199-41-6429.00-750-199000	C	Workers Comp Claims Alloc	6.00	N
088750	11-12-2020	00391	Coca-Cola Southwest B	UOU	210506	7890205128 240-35-6341.00-999-199000	C	Food Cafeteria	39.08	N
				UOU	210506	7891205832 240-35-6341.00-999-199000	C	Food Cafeteria	39.08	N
				UOU	210506	7895204463 240-35-6341.00-999-199000	C	Food Cafeteria	58.62	N
				UOU	210506	7891205800 240-35-6341.00-999-199000	C	Food Cafeteria	28.78	N
				UOU	210506	7890205032 240-35-6341.00-999-199000	C	Food Cafeteria	67.86	N
Check 088750 Total:									233.42	
088751	11-12-2020	04677	James Colter	HIGH SCHOOL	210512	vs West Hardin 199-36-6299.00-001-1910SO	C	Sports Official Football	135.00	N

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
088752	11-12-2020	00456	Anthony Curtis	HIGH SCHOOL	210491	vs McMichael 199-36-6299.00-001-1910SO	C	Sports Official Football	50.00	N
				HIGH SCHOOL	210491	vs Beckville 199-36-6299.00-001-1910SO	C	Sports Official Football	80.00	N
				HIGH SCHOOL	210420	vs Shelbyville 199-36-6299.00-001-1910SO	C	Sports Official Football	120.00	N
Check 088752 Total:									250.00	
088753	11-12-2020	04672	Howard Davis	HIGH SCHOOL	210493	vs McMichael 199-36-6299.00-001-1910SO	C	Sports Official Football	50.00	N
				HIGH SCHOOL	210493	vs Beckville 199-36-6299.00-001-1910SO	C	Sports Official Football	80.00	N
Check 088753 Total:									130.00	
088754	11-12-2020	00482	Deep East Texas Electri	UOU	210473	September Usage 199-51-6259.EY-999-199000	C	Electricity District	15,548.16	N
				UOU	210473	September Usage 199-51-6259.EY-999-199001	C	Electricity District	818.32	N
Check 088754 Total:									16,366.48	
088755	11-12-2020	00458	DNC Facility Services	UOU	210367	48269 199-51-6249.00-999-199000	C	Custodial Service	17,133.12	N
088756	11-12-2020	00569	EDUCATIONAL PLANN	HIGH SCHOOL	210480	CTE Grant Prep 199-11-6499.00-001-122000	C	Carl Perkins CTE Grant	450.00	N
088757	11-12-2020	02070	Flowers Baking Co of Tyl	UOU	210502	4044934499 240-35-6341.00-999-199000	C	Food Cafeteria	80.25	N
				UOU	210502	4044934705 240-35-6341.00-999-199000	C	Food Cafeteria	44.88	N
Check 088757 Total:									125.13	
088758	11-12-2020	00663	Flynn Paint & Decorating	UOU	210515	14082 199-51-6319.00-999-1990ME	C	Paint Supplies Maintenance	130.91	N
088759	11-12-2020	04624	Forte Frozen	UOU	210504	2427 240-35-6341.00-999-199000	C	Food Cafeteria	186.90	N
088760	11-12-2020	04585	FP Mailing Solutions	SUPERINTENDENT	210501	RI104662877 199-41-6399.00-701-199000	C	Postage Machine Rental Dis	86.85	N
088761	11-12-2020	02135	David Franssen	HIGH SCHOOL	210422	vs Shelbyville 199-36-6299.00-001-1910SO	C	Sports Official Football	120.00	N
088762	11-12-2020	00696	G & G Lock and Safe	UOU	210427	151879 199-51-6319.00-999-1990ME	C	Re-Key Locks Maintenance	10.50	N
				UOU	210451	151888 199-51-6319.00-999-1990ME	C	Locks & Door Handle Maint	137.78	N
Check 088762 Total:									148.28	
088763	11-12-2020	00732	GISD Cafeteria Fund	ELEMENTARY SCH	210039	Student/Month 199-11-6499.00-101-1110UA	C	Citizen Awards Elem	20.00	N
088764	11-12-2020	00766	Goodheart-Willcox Publi	HIGH SCHOOL	210348	01756906 199-11-6399.00-001-122000	C	Textbooks HS CTE	2,220.00	N
088765	11-12-2020	04077	Jonathan Grace	HIGH SCHOOL	210423	vs Shelbyville 199-36-6299.00-001-1910SO	C	Sports Official Football	120.00	N

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
088766	11-12-2020	04590	Hannah's Refrigeration	UOU	210127	5940	C	Misc AC Repairs	398.38	N
					199-51-6249.00-999-199000					
088767	11-12-2020	02652	Kaprice Hill	HIGH SCHOOL	210492	vs McMichael	C	Sports Official Football	50.00	N
					199-36-6299.00-001-1910SO					
				HIGH SCHOOL	210492	vs Beckville	C	Sports Official Football	80.00	N
					199-36-6299.00-001-1910SO					
								Check 088767 Total:	130.00	
088768	11-12-2020	04674	Beth Hood	HIGH SCHOOL	210488	vs San Augustin	C	Sports Official Volleyball	155.00	N
					199-36-6299.00-001-1910SO					
088769	11-12-2020	00985	Junior Library Guild	UOU	210401	528423	C	Books Library	2,363.90	N
					199-12-6329.00-999-199000					
088770	11-12-2020	01036	Labatt Food Service	UOU	210508	October	C	Food & Supplies Cafeteria	11,895.82	N
					240-35-6341.00-999-199000					
				UOU	210508	October	C	Food & Supplies Cafeteria	1,913.20	N
					240-35-6342.00-999-199000					
								Check 088770 Total:	13,809.02	
088771	11-12-2020	04638	Liberty Office Products	UOU	210414	630213	C	COVID-19 Supplies District	3,988.80	N
					266-33-6399.CV-999-199000					
088772	11-12-2020	01080	Lilly Sanitation LLC	UOU	210282	September	C	Sanitation Service District	210.00	N
					199-51-6249.00-999-199000					
				UOU	210282	September	C	Sanitation Service District	735.00	N
					199-51-6249.00-999-199000					
	11-16-2020			UOU	210282	September	D	WRONG INVOICE NUMBE	-210.00	N
					199-51-6249.00-999-199000					
				UOU	210282	September	D	WRONG INVOICE NUMBE	-735.00	N
					199-51-6249.00-999-199000					
								Check 088772 Total:	.00	
088773	11-12-2020	01093	Lowe's Business Acct/Sy	UOU	210118	08527	C	Miscellaneous Supplies Mai	77.36	N
					199-51-6319.00-999-1990ME					
				UOU	210118	09998	C	Miscellaneous Supplies Mai	78.80	N
					199-51-6319.00-999-1990ME					
				UOU	210118	67414	C	Miscellaneous Supplies Mai	264.27	N
					199-51-6319.00-999-1990ME					
				UOU	210426	09227	C	Door Handle Maintenance	122.55	N
					199-51-6319.00-999-1990ME					
				UOU		09998	M	Returned Item	-12.31	N
					199-51-6319.00-999-1990ME					
								Check 088773 Total:	530.67	
088774	11-12-2020	04543	Mark's Lawn Care LLC	UOU	210199	10800	C	Lawn Maintenance	375.00	N
					199-51-6249.00-999-199000					
				UOU	210199	10824	C	Lawn Maintenance	1,975.00	N
					199-51-6249.00-999-199000					
								Check 088774 Total:	2,350.00	
088775	11-12-2020	04676	Lester Melontree	HIGH SCHOOL	210510	vs West Hardin	C	Sports Official Football	135.00	N
					199-36-6299.00-001-1910SO					
088776	11-12-2020	04067	Mighty Music Publishing	UOU	210497	2005997	C	Supplies Elem UIL	94.99	N
					199-36-6399.00-999-1990UA					

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
088777	11-12-2020	04678	Dean Morgan	HIGH SCHOOL	210513	vs West Hardin 199-36-6299.00-001-1910SO	C	Sports Official Football	135.00	N
088778	11-12-2020	03731	MSB Consulting Group L	BUSINESS OFFICE	210486	144371 199-41-6291.00-750-199000	C	SHARS Handling Fee	24.28	N
				BUSINESS OFFICE	210486	144739 199-41-6291.00-750-199000	C	SHARS Handling Fee	83.62	N
Check 088778 Total:									107.90	
088779	11-12-2020	01246	Nacogdoches County Sc	UOU	210321	November 199-93-6492.00-999-123000	C	Membership Special Ed Coo	25,437.34	N
088780	11-12-2020	02945	Nalcom Wireless Comm	UOU	210490	59785 199-51-6249.00-999-199000	C	Program Radios Maint	155.00	N
088781	11-12-2020	04508	National Wholesale Sup	UOU	210452	S3245132.001 199-51-6319.00-999-1990ME	C	Plumbing Supplies Maintena	75.36	N
				UOU	210499	S3252210.001 266-33-6399.CV-999-199000	C	COVID-19 Supplies District	83.50	N
Check 088781 Total:									158.86	
088782	11-12-2020	04673	New Dairy Holdco, LLC	UOU	210503	427651722 240-35-6341.00-999-199000	C	Food Cafeteria	173.10	N
				UOU	210503	427785719 240-35-6341.00-999-199000	C	Food Cafeteria	144.25	N
				UOU	210503	425833715 240-35-6341.00-999-199000	C	Food Cafeteria	577.26	N
				UOU	210503	427259718 240-35-6341.00-999-199000	C	Food Cafeteria	406.51	N
				UOU	210503	425513227 240-35-6341.00-999-199000	C	Food Cafeteria	213.58	N
				UOU	210503	425105180 240-35-6341.00-999-199000	C	Food Cafeteria	322.76	N
				UOU	210503	424783063 240-35-6341.00-999-199000	C	Food Cafeteria	221.78	N
				UOU	210503	426556027 240-35-6341.00-999-199000	C	Food Cafeteria	467.89	N
Check 088782 Total:									2,527.13	
088783	11-12-2020	01319	Panola College	HIGH SCHOOL	210479	TSI Assessment 199-11-6499.00-001-111000	C	Fall TSI Testing HS	465.00	N
088784	11-12-2020	04679	Galen Parker	HIGH SCHOOL	210514	vs West Hardin 199-36-6299.00-001-1910SO	C	Sports Official Football	135.00	N
088785	11-12-2020	01273	NCS Pearson Inc	ELEMENTARY SCH	210365	12136906 199-11-6399.00-101-137000	C	Supplies Elem Dyslexia	140.20	N
088786	11-12-2020	01448	Region 5 Education Serv	BUSINESS OFFICE	210459	082301 199-53-6239.00-750-199000	C	TxEIS Software Admin	26,581.20	N
088787	11-12-2020	01449	Region 7 Education Serv	UOU	210112	081744 199-34-6239.00-999-199000	C	8 Hr Safety Course Transp	60.00	N
088788	11-12-2020	01477	Riddell All American	HIGH SCHOOL	210295	60418334 199-36-6399.AD-001-1910FL	C	Helmet Parts Football	359.77	N
088789	11-12-2020	04662	Rusk County Elections	BOARD EXPENSE	210382	Election Srvcs 199-41-6439.00-702-199000	C	Election Services	87.80	N

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
088790	11-12-2020	04496	Andrew Schmidt	UOU	210517	Floor Plan Reim 199-51-6319.00-999-1990ME	C	Floor Plan Program Maint	11.90	N
088791	11-12-2020	01828	Security Shredding	BUSINESS OFFICE	210485	58898 199-41-6499.00-750-199000	C	Document Shredding Servic	25.00	N
				BUSINESS OFFICE	210485	58899 199-41-6499.00-750-199000	C	Document Shredding Servic	25.00	N
				BUSINESS OFFICE	210485	58900 199-41-6499.00-750-199000	C	Document Shredding Servic	60.00	N
Check 088791 Total:									110.00	
088792	11-12-2020	04071	Sharp Electronics Corpo	UOU	210534	SH412977 199-11-6249.00-999-1990TY	C	Copier Rental & Usage Distri	156.79	N
				UOU	210534	SH412977 199-11-6269.00-999-1110TY	C	Copier Rental & Usage Distri	305.54	N
Check 088792 Total:									462.33	
088793	11-12-2020	04621	Sierra Supply & Packagi	UOU	210507	200060 240-35-6342.00-999-199000	C	Supplies Cafeteria	228.00	N
088794	11-12-2020	04232	Melinda Stevens	HIGH SCHOOL	210489	vs San Augustin 199-36-6299.00-001-1910SO	C	Sports Official Volleyball	155.00	N
088795	11-12-2020	04092	Sunoco Energy Services	UOU	210529	90230546 199-34-6311.00-999-199000	C	Fuel Transportation	3,330.16	N
				UOU	210529	90192283 199-34-6311.00-999-199000	C	Fuel Transportation	1,290.81	N
				UOU	210529	90231333 199-34-6311.00-999-199000	C	Fuel Transportation	473.88	N
Check 088795 Total:									5,094.85	
088796	11-12-2020	01864	Tune In	UOU	210187	948818 199-36-6399.00-999-1990UA	C	Supplies MS UIL	411.10	N
088797	11-12-2020	01884	Unity School Bus Parts	UOU	210445	0479950-IN 199-34-6319.00-999-199000	C	Bus Parts Transportation	201.23	N
088798	11-12-2020	01912	Visual Techniques Inc	MIDDLE SCHOOL	210432	41620 199-11-6399.00-041-111000	C	Laminating Film Library	34.00	N
				ELEMENTARY SCH	210432	41620 199-11-6399.00-101-111000	C	Laminating Film Library	34.00	N
Check 088798 Total:									68.00	
088799	11-12-2020	04054	Whataburger	HIGH SCHOOL	210449	Football Meals 199-36-6412.00-001-1910PS	C	Student Meals Football	362.50	N
088800	11-17-2020	04680	The Jalapeno Tree of Ca	HIGH SCHOOL	210550	Band Meal 199-36-6412.00-001-1990BD	C	Student Meals Band	408.00	N
088801	11-19-2020	02965	AirFlow Systems	UOU	210409	590871 199-51-6249.00-999-199000	C	Air Filter Service	400.00	N
088802	11-19-2020	04503	Amazon Capital Service	HIGH SCHOOL	210519	1CGJ-63D3-9HQF 199-11-6399.00-001-111000	C	Copy Paper District	846.50	N
				MIDDLE SCHOOL	210519	1CGJ-63D3-9HQF 199-11-6399.00-041-111000	C	Copy Paper District	846.50	N
				ELEMENTARY SCH	210519	1CGJ-63D3-9HQF 199-11-6399.00-101-111000	C	Copy Paper District	1,693.00	N
				HIGH SCHOOL	210495	1XN9-D64Q-H3MX 199-36-6399.AD-001-1910GA	C	Laundry Detergent Athletics	80.40	N
				SUPERINTENDENT	210487	1MY6-DJ7G-LKDG 199-41-6399.00-701-199000	C	Batteries District	37.99	N

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
				UOU	210521	1G77-4RXN-K1HV 199-51-6319.00-999-1990ME	C	Supplies Maintenance	17.50	N
					Check 088802 Total:				3,521.89	
088803	11-19-2020	00365	City of Garrison	UOU	210412	September 199-51-6259.00-999-199000	C	Utilities District	18.00	N
				UOU	210554	October 199-51-6259.00-999-199000	C	Utilities District	18.00	N
				UOU	210554	October 199-51-6259.GS-999-199000	C	Utilities District	286.12	N
				UOU	210412	September 199-51-6259.GS-999-199000	C	Utilities District	159.52	N
				UOU	210554	October 199-51-6259.GS-999-199001	C	Utilities District	149.44	N
				UOU	210412	September 199-51-6259.GS-999-199001	C	Utilities District	131.86	N
				UOU	210554	October 199-51-6259.WS-999-199000	C	Utilities District	1,409.00	N
				UOU	210412	September 199-51-6259.WS-999-199000	C	Utilities District	1,663.49	N
				UOU	210554	October 199-51-6259.WS-999-199001	C	Utilities District	69.08	N
				UOU	210412	September 199-51-6259.WS-999-199001	C	Utilities District	67.63	N
					Check 088803 Total:				3,972.14	
088804	11-19-2020	00368	Claims Administrative Se	BUSINESS OFFICE	210563	60868 199-41-6429.00-750-199000	C	Workers Comp Claims Alloc	6.00	N
088805	11-19-2020	04623	Clear Springs Water LLC	UOU	210565	July Rental 199-11-6399.00-999-199000	C	Drinking Water District	36.00	N
				UOU	210565	November Rental 199-11-6399.00-999-199000	C	Drinking Water District	36.00	N
				UOU	210565	3002 199-11-6399.00-999-199000	C	Drinking Water District	49.00	N
				UOU	210565	2969 199-11-6399.00-999-199000	C	Drinking Water District	245.00	N
					Check 088805 Total:				366.00	
088806	11-19-2020	00466	Howard Daniels	HIGH SCHOOL	210535	vs Mt Enterpris 199-36-6299.00-001-1910SO	C	Sports Official Basketball	110.00	N
088807	11-19-2020	00482	Deep East Texas Electri	UOU	210556	October 199-51-6259.EY-999-199000	C	Electricity District	10,688.42	N
				UOU	210556	October 199-51-6259.EY-999-199001	C	Electricity District	562.55	N
					Check 088807 Total:				11,250.97	
088808	11-19-2020	04602	Justin Dupree	UOU	210539	49154921 199-51-6319.00-999-1990ME	C	Rock Outdoor Cafeteria	450.00	N
088809	11-19-2020	04585	FP Mailing Solutions	SUPERINTENDENT	210464	R1104672598 199-41-6399.00-701-199000	C	Postage Supplies District	152.11	N
				BUSINESS OFFICE	210464	R1104672598 199-41-6399.00-750-199000	C	Postage Supplies District	152.11	N
					Check 088809 Total:				304.22	

Check Nbr	Check Date	Vend Nbr	Payee	Organization	PO Nbr Fnd-Fnc-Obj.	Invoice Nbr So-Org-Prog	Typ Cd	Reason	Amount	EFT
088810	11-19-2020	00712	Garrison Hardware	UOU	210566	October 199-34-6399.00-999-199000	C	Supplies District	2.49	N
				UOU	210566	October 199-51-6319.00-999-1990ME	C	Supplies District	48.46	N
Check 088810 Total:									50.95	
088811	11-19-2020	00732	GISD Cafeteria Fund	HIGH SCHOOL	210436	Football Meals 199-36-6412.00-001-1910PS	C	Student Meals Football	45.00	N
				HIGH SCHOOL	210381	Football Meals 199-36-6412.00-001-1910PS	C	Student Meals Football	108.00	N
Check 088811 Total:									153.00	
088812	11-19-2020	00736	GISD PETTY CASH	NO NAME NEEDED	210559	Basketball Gate 199-00-1109.00-000-100000	C	Start Up Petty Cash	800.00	N
088813	11-19-2020	04574	Brenda Knowlton	HIGH SCHOOL	210536	vs Mt Enterpris 199-36-6299.00-001-1910SO	C	Sports Official Basketball	110.00	N
088814	11-19-2020	01080	Lilly Sanitation LLC	UOU	210282	November 199-51-6249.00-999-199000	C	Sanitation Service District	210.00	N
				UOU	210282	November 199-51-6249.00-999-199000	C	Sanitation Service District	735.00	N
Check 088814 Total:									945.00	
088815	11-19-2020	03731	MSB Consulting Group L	BUSINESS OFFICE	210545	145100 199-41-6291.00-750-199000	C	SHARS Handling Fee	51.73	N
				BUSINESS OFFICE	210564	145989 199-41-6291.00-750-199000	C	SHARS Handling Fee	35.80	N
				BUSINESS OFFICE	210545	145515 199-41-6291.00-750-199000	C	SHARS Handling Fee	184.45	N
Check 088815 Total:									271.98	
088816	11-19-2020	04508	National Wholesale Sup	UOU	210522	S3258534.001 199-51-6319.00-999-1990ME	C	Plumbing Parts Maintenance	11.28	N
088817	11-19-2020	03718	S & S WORLDWIDE	ELEMENTARY SCH	210313	IN100616582 199-11-6399.00-101-111000	C	PE Equipment Elem	426.92	N
088818	11-19-2020	04502	Texas Document Solutio	UOU	210544	70085568 199-11-6269.00-999-1110TY	C	Copier Rental & Usage Distri	2,099.81	N
088819	11-19-2020	04082	Whataburger	HIGH SCHOOL	210541	Basketball Meal 199-36-6412.00-001-1910PS	C	Student Meals Basketball	89.70	N
088820	11-19-2020	02008	Windstream	UOU	210562	040638532 199-51-6259.TE-999-199000	C	Telephone Service	3,768.05	N
Grand Total:									158,629.26	

End of Report

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Budget Report

Agenda Item No: 8

Date: 12/14/2020

Action Required: None

Recommended: For Board's Information

Additional Information: Dr. Hill will supply the budget for the board's information

Attachments: Yes

Garrison ISD Board Report Summary

December 2020

	<u>General Fund</u>	<u>+240, 699</u>
Revenue to Date:	\$2,515,193	\$2,586,749
Expen/Encum to Date:	\$2,922,413	\$3,025,195
Variance (Current):		<-\$438,446>
Variance (Nov):		<-\$713,069>
<u>Difference:</u>		\$274,623

Notes:

- Payroll has been interfaced for month.
- Anticipated Foundation Payment of \$609,072 this month.
- 199 Historical Comparison %: Dec 19 = 27.38% (Dec 20 = 27.85%)
- 199 Historical Comp. \$: Dec 19 = \$2,644,416 (Dec 20 = \$2,922,413)

* Historical record of December 2019 finances is from 12/11/2019.

	Operating	Payroll	Debt Serv.	BCSX Inv.
Rec. Cash Balance:	\$6,231,354	\$318	\$30,035	\$3,146,083 (?)

Statement Date 11/30/2020

Board Report
Recap Comparison of Revenue to Budget
GARRISON ISD
As of December

	<u>EstimatedRevenue (Budget)</u>	<u>Revenue Realized Current</u>	<u>Revenue Realized To Date</u>	<u>Revenue Balance</u>	<u>Percent Realized</u>
199 / 1 GENERAL FUND	8,233,927.00	-29,419.23	-2,515,193.27	5,718,733.73	30.55%
240 / 1 NAT'L SCHOOL LUNCH	376,105.00	.00	-71,555.81	304,549.19	19.03%
Total 5000 Revenues	8,610,032.00	-29,419.23	-2,586,749.08	6,023,282.92	30.04%
Total 7000 Revenues	.00	.00	.00	.00	.00%
Total Revenues	8,610,032.00	-29,419.23	-2,586,749.08	6,023,282.92	30.04%

Board Report
Recap Comparison of Expenditures and Encumbrances to Budget
GARRISON ISD
As of December

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
199 / 1 GENERAL FUND	-8,315,927.00	606,174.81	2,316,238.05	447,126.42	-5,393,514.14	27.85%
240 / 1 NAT'L SCHOOL LUNCH	-376,105.00	11,198.02	91,214.61	13,394.68	-273,692.37	24.25%
699 / 1 CAPITAL PROJECTS	-300,000.00	369.83	.00	.00	-299,630.17	-.00%
Total 6000 Expenditures	-8,910,032.00	617,742.66	2,407,452.66	460,521.10	-5,884,836.68	27.02%
Total 8000 Expenditures	-82,000.00	.00	.00	.00	-82,000.00	-.00%
Total Expenditures	-8,992,032.00	617,742.66	2,407,452.66	460,521.10	-5,966,836.68	27.02%

End of Report

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Investment Report

Agenda Item No: 9

Date: 12/14/2020

Action Required: None

Recommended:

Additional Information: Dr. Hill will supply the investment report.

Attachments: Yes

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Budget Amendment

Agenda Item No: 10

Date: 12/14/2020

Action Required: At Board's Discretion

Recommended:

Additional Information:

Attachments: No

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Donations

Agenda Item No: 11

Date: 12/14/2020

Action Required: At Board's Discretion

Recommended: For Board's Information

Additional Information: Reneau Roofing made a donation of \$3631.82 to Garrison ISD Baseball Softball Fund.

Attachments: No



GMS Principal's Report



Principal - Larry Prince
(936) 347-7020
princel@garrisonisd.com
Counselor - Julia Konderla
Secretary - Brandy Rogers-Best

Superintendent - Reid Spivey
459 N. HWY 59
Garrison, TX 75946
936-347-7000

December 14, 2020

Membership Summary

6th - 43
7th - 56 (2 @ CHIRENO)
8th - 59
Total - 158

ADA Year to Date

6th - 97.1
7th - 96.1
8th - 96.2

WHAT'S HAPPENING AT GMS

CHRISTMAS BREAK IS RAPIDLY APPROACHING AND GMS IS EAGERLY AWAITING IT'S ARRIVAL! THE GMS CRATCHIT LUNCHEON WILL TAKE PLACE ON THURSDAY, DECEMBER 17 FROM 11AM UNTIL 1PM. ALL GISD SCHOOL BOARD MEMBERS, ADMINISTRATION AND GMS TEACHERS ARE INVITED. THE MAIN CHARACTERS FROM THE CAST OF "A CHRISTMAS CAROL" WILL BE MAKING APPEARANCES ALONG WITH A GROUP OF CAROLERS.

ON THE HORIZON for GMS

12/14/20 GMS BASKETBALL vs WODEN; GIRLS - AWAY; BOYS - HOME
12/17/20 GMS - CRATCHIT LUNCHEON 11AM-1PM
12/18/20 END OF 3RD 6 WEEKS
12/18/20 - 1/4/21 CHRISTMAS BREAK
1/7/21 (THURSDAY) GMS BASKETBALL vs MT ENTERPRISE; GIRLS - AWAY; BOYS - HOME
1/14/21 (THURSDAY) GMS BASKETBALL vs CUSHING; GIRLS - HOME; BOYS - AWAY
1/18/21 STUDENT HOLIDAY; TEACHER COMP DAY
1/21/21 GMS BASKETBALL vs WEST SABINE; GIRLS - AWAY; BOYS - HOME
1/25/21 GMS UIL ACADEMIC COMPETITION @ SFA (ZONE 1)
1/28/21 GMS BASKETBALL vs ALTO; GIRLS - AWAY; BOYS - HOME



Garrison Independent School District

Elementary School Campus

459 US HWY 59 N Garrison, TX 75946

Phone: (936)347-7010 Fax: (936)347-7004

Principal: Colleen Hill Counselor: Julia Konderla



December 2020
Enrollment: 322 ADA: 97%

GES ENROLLMENT		
Grade	Class Sizes	TOTAL
pk	15,16	31
k	17,18,16	51
1	15,15,15	45
2	16,16,15	47
3	14,17,16	47
4	15,15,17	47
5	15,16,17	48
LS/EE	6	6
TOTAL	322	322

*Jingle
all the
way*



UPCOMING EVENTS

- 12/16 CELEBRATE LITERACY DAY
- 12/17 CLASSROOM CHRISTMAS PARTIES
- 12/18 STAFF WORK DAY
- 12/19-1/3 CHRISTMAS BREAK
- 1/4 STAFF WORK DAY
- 1/18 MLK HOLIDAY
- 1/21 ELEMENTARY UIL

Principal's Report 12-14-2020

CHRISTMAS PROGRAM - the Elementary Christmas Program will be virtual this year. Miss Rivera and the students have been preparing a few Christmas songs to be recorded and shared on our Facebook page.

ANGEL TREE SUCCESS - 88 children from 35 Garrison families were served through the Garrison ISD Angel Tree program this year. Thank you so much to everyone who adopted an Angel, and to Lauren Barton and Amie Adkison for running the show.

SANTA LETTERS SENT - Kinder and first grade students were able to walk to the post office to get their letters in the mail to the North Pole in plenty of time to reach Santa before Christmas! My elves tell me the students and their teachers have been VERY good this year and have ALL made the NICE LIST!

MOY- Middle of the Year achievement testing will be top priority for Pk-2 in January. Each student Pk-2 is evaluated at the beginning, middle, and end of the school year to ensure adequate growth and monitor progress. We will use ESGI, TXKEA, and TPRI for our MOY data this year.

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Principal's Report

Agenda Item No: 12

Date: 12/14/2020

Action Required: None

Recommended:

Additional Information: Campus Principals will report on their campus'

Attachments: Yes

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Procurement Plan

Agenda Item No: 13

Date: 12/14/2020

Action Required: Yes

Recommended:

Additional Information: Mr. Spivey will present the procurement plan for Garrison ISDE Student Nutrition Services

Attachments: Yes



Nutrition Services

Procurement Plan for Garrison ISD Student Nutrition Services

The Garrison ISD Student Nutrition Services will purchase goods, products, and/or services for use in the Child Nutrition Programs (CNP) in compliance with 2 CFR Part 200, 7 CFR Parts 210-250 (child nutrition regulations by program) and State Law, using the procedures outlined as follows.

The primary purpose of this procurement plan is to assure that open and free competition exists to the maximum extent possible. The procurement process practiced by the CNP Sponsor must not restrict or eliminate competition. For example, description of goods, products, and/or services to be procured should not contain features that unduly restrict competition. Competition helps assure that goods, products, and/or services will be obtained that best meets our needs.

An annual review of the approved plan is suggested to assure its relevance to current procedures.

The most restrictive (lowest) threshold must be used.

Informal purchase procedures.

Small Purchase Method procedures: This method applies to purchases of goods, products, and/or services when the aggregate dollar amount is less than \$50,000. Quotes from at least 3 qualified vendors/contractors will be required.

- In developing written specifications, the same information needs to be provided to all vendors/contractors, prices found online, in catalogs, sale flyers, newspapers, prices obtained from grocery stores, farmer's markets, and etc. may be used.
- Each vendor/contractor will be contacted and given an opportunity to provide a price quote on the same specifications.
- The SNS Director or Accts. Payable Clerk will be responsible for contacting potential vendors/contractors when price quotes are needed.
- The price quotes are to remain confidential information until the actual purchase has been made.
- Quotes will be awarded by SNS Director. Quotes awarded will be to the lowest and best quote based upon price, quality, service availability, and/or vendor's past performance record.
- The SNS Director or Accts. Payable Clerk will be responsible for documentation of records to show selection of vendor/contractor, reasons for selection, names of all vendors/contractors contacted, price quotes from each vendor/contractor, and written specifications.
- The SNS Director or Accts. Payable Clerk will be responsible for documentation that the actual product specified is received.
- Any time an accepted item is not available, the SNS Director will select the acceptable alternate. The reason for accepting an alternate will be documented and kept on file.
- Bids will be awarded on the following criteria:
 1. Pricing 50%
 2. Delivery Date 5%
 3. Vendor's past performance 10%
 4. Quality of goods and services 10%
 5. Special Needs of the District 5%
 6. Meeting terms & conditions 10%
 7. Vendor's follow up of problems once notified 10%

Micro purchase procedures. This method applies to the purchase of supplies or services when the aggregate dollar amount does not exceed \$3,500. These purchases may be awarded without soliciting competitive quotes if the entity considers the price reasonable, keeping in mind that multiple purchases throughout the year must be equitably split among all qualifying vendors.

- The SNS Director or Accts. Payable Clerk will be responsible for contacting potential vendor/contractor.

- The SNS Director or Accts. Payable Clerk will be responsible for documentation of records of the purchase, name of vendor/contractor, price, and the written specifications.
- The SNS Director or Accts. Payable Clerk will be responsible for documentation that the actual product was received.
- The SNS Director is required to sign documentation, confirming a review and the approval of the purchase of the goods, products, and/or services.

Formal purchase procedures.

Any single, budgeted purchase of goods or services that costs \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. The types of competitive bids are:

- Competitive bidding for services other than construction services
- Competitive sealed proposals for services other than construction services
- Request for proposals for services other than constructions services
- Inter-local contracts (includes all purchasing cooperatives in which LISD participates)

Garrison ISD approved Purchasing Cooperatives:

- Buy Board
 - TIPS USA (Region 8)
 - U.S. Communities
 - TCPN
 - Choice Partners (Harris County Dept. of Education)
 - DIR-Texas Dept. of Information Resources
 - TXMAS-State of Texas Cooperative/Texas SmartBuy
 - Region 5 Education Service Center
 - Region 19 Education Service Center –Allied States Cooperative
-
- The Student Nutrition Director is the initial authorized purchaser as exhibited through the purchase order approval process. There are 4 other levels of approval for each PO submitted.
 - An announcement of an **Invitation for Bid (IFB) or a Request for Proposal (RFP)** will be placed in the Newspaper/media, Website, other internet source to publicize the intent to purchase needed items. The advertisement for bids/proposals or legal notice will be run for approximately 2 weeks.
 - In an IFB or RFP, each vendor/contractor will be given an opportunity to bid on the same specifications.
 - The developer of written specifications or descriptions for procurements will be prohibited from submitting bids or proposals for such products or services.
 - The IFB or RFP will clearly define the purchase conditions. The following, shall be addressed in the procurement document:
 1. Contract period
 2. CNP Sponsor is responsible for all contracts awarded (statement)

3. Date, time, and location of bid opening
4. How vendor/contractor will be informed of bid acceptance or rejection
5. Estimated quantities or forecasting will be provided to potential vendors.
6. Delivery schedule
7. Requirements which bidder must fulfill in order for bid to be evaluated
8. Benefits to which the Child Nutrition Program Sponsor will be entitled if the contractor cannot or will not perform as required
9. Statement assuring positive efforts will be made to involve minority and small business
10. Statement regarding the return of purchase incentives to the Child Nutrition Program Sponsor non-profit Child Nutrition account
11. Termination provisions and the basis for any settlement for all procurement over \$10,000.00
12. Provision requiring compliance with Executive Order 11246 entitled "Equal Employment Opportunity" as amended by Executive Order 11375 and as supplemented in the Department of Labor regulations required for all contracts over \$10,000.00
13. Contract and/or purchase orders may be issued for firm fixed prices after formal bidding process.
14. Escalation/De-escalation clause based on appropriate standard or cost index
15. Specific bid protest procedures
16. Provision requiring access by duly authorized representatives of the Child Nutrition Program Sponsor, State Agency, United State Department of Agriculture, or Comptroller General to any books, documents, papers and records of the contractor which are directly pertinent to all negotiated contracts
17. Method of shipment or delivery upon Contract award
18. Provision requiring contractor to maintain all required records for **three (3)** years after final payment and all other pending matters are closed for all negotiated contracts
19. Provision describing the process for vendors/contractors will use to receive or pick up orders upon Contract award
20. Provision requiring the contractor to recognize mandatory standards and polices related to energy efficiency which are contained in the State Energy Plan issued in compliance with the Energy Policy and Conservation Act (PL 94- 165)
21. All contracts over \$100,000.00 will require compliance with the Clean Air Act issued under Section 306, Executive Order 11738

22. Signed Certificate of Lobbying for all contracts over \$100,000
 23. Signed statement of non-collusion
 24. Signed Debarment/Suspension Certificate or statement included in contract or copy of Excluded Parties List System (EPLS).
 25. Provision requiring "Buy American" (7 CFR Part 210.21(d)) as outlined in Policy Memorandum SP 24-2016; specific instructions for prior approval of any and all of non-domestic product.
- Specifications will be prepared and provided to potential vendors/contractors desiring to submit IFB or RFP for the products or services requested. Vendors/contractors will be selected using the Sponsor's procedures such as:
 - Does the vendor's product meet the required specifications?
 - Does the vendor's delivery schedule meet the Sponsor's needs?
 - Other criteria that each Sponsor determines is of value to them.
 - If any potential vendor/contractor is in doubt as to the true meaning of specifications or purchase conditions, an interpretation will be provided by Student Nutrition Director.
 - The Student Nutrition Director will be responsible for securing all IFB or RFP.
 - The Student Nutrition Director will be responsible to ensure all CNP Sponsor procurements are conducted in compliance with applicable Federal regulations, State General Statutes or policies of the Sponsor.
 - The following criteria will be used in awarding contracts as a result of bids. (Examples: quality, delivery, service, etc.)
 - Pricing 50%
 - Delivery Date 5%
 - Vendor's past performance 10%
 - Quality of goods and services 10%
 - Special Needs of the District 5%
 - Meeting terms & conditions 10%
 - Vendor's follow up of problems once notified 10%
 - In awarding a competitive negotiation (RFP), a set of award criterion in the form of a weighted evaluation sheet will be provided to each bidder in the initial bid document materials. Price alone is not the sole basis for award, but remains the primary consideration when awarding a contract. Following evaluation and negotiations a firm fixed price or cost reimbursable contract is awarded.
 - The contracts will be awarded to the responsible bidder/proposer whose bid or proposal is responsive to the invitation and best meets the needs of the CNP Sponsor, price, and other factors considered. Any and all bids or proposals may be rejected in accordance with law.
 - The Student Nutrition Director is required to sign on the bid tabulation of competitive sealed

bids or the evaluation criterion score sheet of competitive proposals signifying a review and approval of the selections.

- The Student Nutrition Director will review the procurement system to check ensure compliance with applicable laws.
- The Student Nutrition Director will be responsible for documentation that the actual product specified is received.
- Any time an accepted item is not available, the Student Nutrition Director will select the acceptable alternate. The contractor must inform Student Nutrition Director when a product is not available. In the event a non-domestic agricultural product is to be provided to the CNP SPONSOR, the contractor must obtain, in advance, the written approval of the product. The Student Nutrition Director must comply with the Buy American Provision.
- Full documentation as to the reason an accepted item was unavailable, and to the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is Student Nutrition Director.
- The Student Nutrition Director will be responsible for maintaining all documentation of the procurement process.

A. If items are available **only** from a single source (aka Sole Source) when the award of a contract is not feasible under simplified acquisition purchase, IFB or RFP NON-COMPETITIVE NEGOTIATION procedures will be used:

- Written Specifications will be prepared and provided to the vendor/contractor.
- The Student Nutrition Director will be responsible for the documentation of records to fully explain the decision to use the non-competitive negotiation. The records will be available for audit and review.
- The Student Nutrition Director will be responsible for documentation that the actual product or service specified was received.
- The Student Nutrition Director will be responsible for reviewing the procedures to be certain all requirements for using single source or non-competitive negotiation are met.
- Non-competitive negotiations shall be used for one-time purchases of a new food item in order to determine food acceptance by students and for samples for testing purposes. A record of non-competitive negotiation purchase shall be maintained by the Child Nutrition Program Sponsor's Official. The record of non-competitive purchases shall include, at a minimum, the following:
 - a. Item name
 - b. Dollar amount
 - c. Vendor/contractor, and
 - d. Reason for non-competitive procurement

B. If it is necessary to make an emergency procurement to continue service, the purchase shall be made, and a log of all such purchases shall be maintained by the Student Nutrition Director. The following emergency procedures shall be followed. All emergency procurements shall be approved by the Student Nutrition Director. At a minimum, the following emergency procurement

procedures shall be documented:

- a. Item name
- b. Dollar amount
- c. Vendor/contractor, and
- d. Reason for emergency

- C. The contractor shall agree to retain all books, records and other documents relative to the contract agreement for three (3) years after final payment, or until audited by CNP Sponsor, whichever is sooner. The CNP Sponsor, its authorized agents, State Agency, and/or USDA auditors shall have full access to and the right to examine any of said materials during said period.
- D. The CNP Sponsor shall agree to retain all books, records and other documents relative to the award of the contract agreement for three (3) years after final payment. Specifically, they shall maintain, at a minimum, the following documents:
 - Written rationale for the method of procurement;
 - A copy of the RFP or IFB;
 - The selection of contract type;
 - The bidding and negotiation history and working papers;
 - The basis for contractor selection;
 - Approval from the State agency to support a lack of competition when competitive bids or offers are not obtained;
 - The basis for award cost or price;
 - The terms and conditions of the contract;
 - Any changes to the contract and negotiation history;
 - Billing and payment records;
 - A history of any contractor claims; and
 - A history of any contractor breaches.
- E. The Child Nutrition Program Sponsor must maintain a written code of standards of conduct (2 CFR 200.318 (c)(1)) that includes procedures that governs the performance of its officers, employees, or agents who are engaged in the award and administration of contracts supported by Child Nutrition Program Funds.

The following conduct will be expected of all persons who are engaged in the awarding and administration of contracts supported by Child Nutrition Program Funds per CAA(LOCAL) in Garrison ISD Board Policy. Please refer to Board Policy CAA(LOCAL).

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Bid for Struck Off Property

Agenda Item No: 14

Date: 12/14/2020

Action Required: Yes

Recommended:

Additional Information: Mr. Spivey will present a bid for struck off property.

Attachments: Yes

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Superintendent Report

Agenda Item No: 15

Date: 12/14/2020

Action Required: None

Recommended: For Board's Information

Additional Information: Mr. Spivey will update the board on upcoming projects and events.

Attachments: No

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Superintendent Evaluation Tool

Agenda Item No: 16

Date: 12/14/2020

Action Required: Yes

Recommended:

Additional Information: Mr. Spviey will present the Superintendent Evaluation Tool

Attachments: Yes

Garrison ISD Superintendent Evaluation Instrument

Garrison ISD Superintendent Evaluation Instrument will consist of two components, the superintendent self-evaluation and a local evaluation worksheet completed by each board member

The Commissioner-Recommended Student Performance Domain worksheet will not be used because of the lack of new student data as a result of COVID 19.

Superintendent Appraisal Instrument
Appraisal Record
Garrison Independent School District
Confidential

Reid Spivey
Superintendent

Directions: This instrument is designed to assist the superintendent and board of trustees review the superintendent's management and leadership performance and identify strengths and areas of needed improvement. This component will be used in the summative conference for the superintendent. The board member should review the indicators for each of the nine criteria on this instrument. Then each indicator should be assigned a score as outlined below:

1. Not Satisfactory
2. Needs Improvement
3. Meets Expectations
4. Exceeds Expectations

In the section marked "Comment", the board member should document behaviors which provided the basis for ratings of "Exceeds Expectations" or "Not Satisfactory".

School/Organizational Climate

- ___ 1. Be informed about all aspects of the instructional program and ensure that there is a continuous focus on improving student academic performance.
- ___ 2. Work with staff, Board, and community in curriculum planning.
- ___ 3. Develop, evaluate and revise annually the District improvement plan, with the assistance of the District level committee.
- ___ 4. Promote goal-oriented performance and support for those involved in achieving District and campus performances objectives.
- ___ 5. Conduct periodic evaluation of all programs and operations to determine improvements needed and to foster attainment of District and campus improvement plans.
- ___ 6. Assist the Board in evaluation of the effectiveness of school programs.
- ___ 7. Demonstrate skill in anticipation, managing, and resolving conflict.
- ___ 8. Recommend the number, types, and organizations of positions, including central administration, needed to carry out District functions effectively.
- ___ 9. Provide leadership for the attainment of student performance in the District based on state's Texas Academic Performance Report, and other indicators as may be adopted by the State Board or the Board.
- ___ 10. Regularly consult with the district-level committee in the planning, operation, supervision, and evaluation of the District educational program.

Comments:

Personnel Management

- ___ 11. Recommend the number, types, and organizations of positions, including central administration, needed to carry out District functions effectively.
- ___ 12. Perform duties established by the Board regarding the recommendation, employment, Suspension, and dismissal of employees.
- ___ 13. Assign and reassign all personnel; exercise final placement authority for educators transferred because of enrollment shifts or program changes.
- ___ 14. Direct and supervise the staff evaluation program and provide effective two-way communication with District personnel.
- ___ 15. Serve as liaison between the Board and staff.
- ___ 16. Develop and recommend pay systems; recommend pay increases or adjustments for personnel.
- ___ 17. Support staff development and other professional development programs.
- ___ 18. Promote a positive work environment that foster high staff morale and excellence within the District.
- ___ 19. Assume administrative authority and responsibility for the assignment and evaluation of all personnel of the District other than the Superintendent and make recommendations regarding the selection of such personnel.
- ___ 20. Initiate the termination or suspension of an employee or the nonrenewal of an employee's term contract.

Comments:

Administration and Fiscal/Facilities Management

- ___ 21. Be informed of developments in state, federal, and local laws and public policy affecting education.
- ___ 22. Accurately prepare and submit in a timely manner any and all reports required by the Board, TEA, other federal and state agencies, and any records subpoenaed by a court of law.
- ___ 23. Direct and supervise all financial accounting and ensure that funds are expended legally, in accordance with the approved budget, and controlled effectively.
- ___ 24. Ensure District compliance with all applicable state and federal requirements.
- ___ 25. Ensure that the school plant and facilities are properly maintained and that adequate provision is made for the safety of the students, employees, and other user of the school facilities.
- ___ 26. Monitor District property, casualty, and workers' compensation loss experience to ensure appropriate risk management and loss control strategies are employed.
- ___ 27. Prepare and submit to the Board a proposed budget.
- ___ 28. Organize the District's central administration.
- ___ 29. Manage the day-to-day operations of the District as its administrative manager.

Comments:

Student Services Management

- ____ 30. Ensure a favorable educational environment through the implementation of an equitable and efficient system of student behavioral management.
- ____ 31. Work with staff, Board, and community in planning and implementing support services for students.
- ____ 32. Notify all instructional and support personnel who have regular contact with a student who has been arrested or taken into custody, as provided by a law enforcement agency.

Comments:

V. School-Community Relations

- ____ 33. Develop and implement effective communication between the schools and community; promote community support and involvement with the schools.
- ____ 34. Represent the District in activities involving other school systems, institutions, agencies, and professional and community groups.
- ____ 35. Interpret Board policies to the staff, parents, and community.

Comments:

VI. Professional Growth and Development

- ____ 36. Formulate, with the Board, an annual Superintendent's professional development plan and assist the Board in designing a process for evaluating the Superintendent's performance.
- ____ 37. Pursue professional development through reading, attending conferences, and being involved with related agencies.

Comments:

VII. Board-Superintendent Relations

- ____ 38. Assist the Board in identifying individual and team training needs, and in arranging training opportunities.
- ____ 39. Prepare Board agendas and meeting materials in cooperation with the Board President.

- ___ 40. Attend and participate in all meetings of the Board except closed meetings when the board desires to discuss such matters as the Superintendent's contract or evaluation privately.
- ___ 41. Keep the Board continuously informed on issues, needs, and operations of the District.
- ___ 42. Exercise discretion and good judgment in matters not covered by Board policy.
- ___ 43. Serve as custodian of all minutes and records of the Board.
- ___ 44. Communicate with District's attorney on matters in litigation or potential litigation as Otherwise directed by the Board.
- ___ 45. Perform related duties assigned by action of the Board.
- ___ 46. Prepare recommendations for policies to be adopted by the Board and oversee the Implementation of adopted policies.
- ___ 47. Develop or cause to be developed appropriate administrative regulations to implement policies established by the Board.
- ___ 48. Provide leadership for the attainment of student performance in District based on assessments and the state's Texas Academic Performance Report and other indicators as may be adopted by the State Board of the Board.

Comments:

VII. Miscellaneous

- ___ 49. Adhere to professional ethical standards in relationships with students, teachers, parents, Patrons, peers, and support staff.
- ___ 50. Exhibit punctuality and dependability in carrying out assignments.
- ___ 51. Exhibit flexibility in the performance of assigned duties.
- ___ 52. Exhibit a friendly and pleasant personality.
- ___ 53. Dress and groom appropriately.
- ___ 54. Display a sense of humor.
- ___ 55. Perform other tasks and functions as assigned by action of the Board.

Comments:

Superintendent Name _____

Date _____

GISD Board President _____

Superintendent Self Evaluation

Garrison ISD Superintendent - Reid Spivey

As of January 2021, I will have completed my first 18 months as superintendent of the Garrison Independent School District. We have continued to implement several new committees designed to help teachers and students once again feel ownership in their school district. The Bulldog Ring of Honor committee is designed to honor past members of the school and community that had an impact. The Beautification committee is composed of teachers with ideas about how to make Garrison a better campus with small precise projects. In addition we have added a safety/threat assessment committee to evaluate safety measures within the school district including: behavioral, suicide, and other factors that affect student safety.

The facility committee was re-established to discuss the facility needs of the school district in 2019. The facility committee met several times in the Fall Semester of 2019 and Spring Semester of 2020 making significant progress. The school district has also held 3 very successful community meetings in 2020 to discuss the improvement of facilities and the future of GISD. Due to COVID we felt that it was in the best interest of our community to postpone the Bond talks until the COVID pandemic impact could be better evaluated.

On Monday December 7 we resumed talks about the possibility of a future Bond at GISD.

In this document I have included information about our finances, professional personnel, and academics for the past year. Included is the tentative 2020 Summary of Schools report that we will make available to our Garrison school community once we have received all official data from the state.

District Finances:

One of the strongest indicators of financial progress is the strength of our fund balance. I truly feel that Garrison ISD has made a strong, conscious effort to build a healthy fund balance. Our district has made tremendous financial improvement, specifically over the past year! Here are a few markers of that progress:

Fund Balance

We anticipate our final 2020 audit figures to show an increase to our fund balance. By maximizing our federal Title 1 and compensatory monies, keeping our student-to-staff number at an acceptable financial ratio amount, being more efficient within our individual budgeting, and implementing the *2018-2019 TRE election*, we have been able to successfully increase our fund balance. At this time, we also anticipate an increase in fund balance for the 2020-2021 fiscal year

Enrollment

The primary factor in school finance is student enrollment. At snapshot in October of 2020, we had 693 students. In 2019, our student enrollment was 731 students. Nearly 20% of GISD's total population consists of transfer students. These students bring in well over \$500,000 in additional funding for the district. All transfer students have to meet a specific criteria to be accepted as a Garrison ISD student. Nonetheless, we will continue to monitor our student enrollment to better assist us in budgeting.

****Enrollment figures are down due to COVID-19****

****Due to spacing concerns GISD has been closed to transfers since June****

Professional Staff:

We have made significant adjustments to our administrative team. During the course of 2020-2021 school year we have a second year High School Principal, first year Middle School Principal, first year Athletic Director, second year Food Service Director and first year Title I/Federal Programs Coordinator. We hold regular administrative team meetings to ensure that we are all on the same page. Being able to communicate across grade levels and departments is critical for the overall well being of the district. We are very fortunate to have campus leaders and directors that have high expectations for their campuses/departments and that possess tremendous knowledge of the education profession. I am confident in our ability to continue to grow into a team that will produce positive results for the Garrison school community.

GISD has 103 district employees. GISD recently passed fiscal responsibilities of the additional 43 employees at the Nacogdoches County CO-OP to Central Heights ISD.

One area that continues to be a priority is the recruitment and retention of professional teachers.

In the Garrison ISD Salary Schedule we currently pay \$1000-\$1200 above state base depending on years of experience. We have increased Science and Math Stipends at the secondary level which now total \$450/certified subject.

Garrison ISD was one of the first school districts to offer compensation for COVID dual instruction as we recognized the strain of providing both face to face and remote instruction to students.

*****Dual instruction ended with the 2nd Six Week Mark***

Academics:

Given the impact of COVID-19, all districts and campuses received a label of Not Rated: Declared State of Disaster for their 2020 accountability ratings. Therefore, some sections of this year's report were not updated and may reflect prior year(s) data.

STAAR

No New Data

Technology

Garrison ISD provides students, educators, and parents with the most current forms of technology. Due to the unknown aspects of COVID Garrison ISD participated in the state technology reimbursement grant. Garrison ISD purchased 60 additional devices and 60 hotspots for half the cost in preparation for a possible closure due to COVID 19.

The hotspots are through both AT&T and Verizon and are available to students and staff members required to quarantine for multiple days. Students are not provided instruction at home but could access make up work from google classroom for teachers that still load applicable materials. We were also able to maximize our E-Rate grant and update technology switches and servers in the district.

College Entrance Exams

An area of testing where our students have shown tremendous growth is in college entrance exams. On the ACT test, our students have risen from an average score of 18.6 in 2018 to 20.6 in 2019.

We currently have 47 students enrolled in GISD dual credit program.

Garrison ISD has improved our course offerings for dual credit to more appropriately match the majority of student degree plans. Garrison ISD now pays for 2 classes per semester for Junior and Senior level students as well as the TSI entrance exams.

GISD pursued a College Readiness course for sophomores but this course is only available to Senior level students.

Tradition of Excellence:

Garrison ISD consistently has been above the state average in Dual Credit courses as well as CCMR ratings. Garrison ISD is currently working on the Career Readiness aspect of CCMR with additional certification opportunities. In 2019 we had students receive both CNA and AWS welding certifications.

Due to COVID this has been extremely difficult

Goals for 2019-2020 and 2020-2021

1. Academic Goal

- a. *Garrison ISD will use an aligned curriculum that uses well defined achievement goals to sustain a high academic rating*

TEKS Resource	<ul style="list-style-type: none">● YAG (Year at a Glance)● Vertical Alignment● Vocabulary
Make Magic at GES	<ul style="list-style-type: none">● Make Eye Contact● Accept Failure and Learn From it● Give your Best Everyday● There is no "I" in Team● Celebrate and Empower Others
DMAC	<ul style="list-style-type: none">● CBA Schedule● Tutorial● Data Inquiry● Student Tracking Information

2. Safety Goal

- b. *Garrison ISD will continue to focus on student safety by increasing communication, performing effective safety drills, and providing secure access to the district*

Safety Committee Meeting	<ul style="list-style-type: none">● Crisis Prevention Plan● Safety and Security Audit● TxSSC (Texas School Safety)● Bulldogs Eyes Open (Anonymously Report Threats)
Threat Assessment Team	<ul style="list-style-type: none">● TxSSC (Texas School Safety)● Meetings to determine threats● Campus Ownership
Drill Progression	<ul style="list-style-type: none">● Crisis Management Plan● Drill Schedule (Fall Semester and Spring)● Safety Committee Meetings● Phase Drill Implementation

- Emergency Communication
 - Radio Assignments during drill/emergency/internet/power outage
 - Improvement of Radio Capabilities (progress)
 - Mass Communication Horns
 - Phone forwarding system
 - Landline Locations Posted
- Raptor System
 - Digital Footprint for school traffic (progress)
- Barricade
 - More stable system
 - Additional protection for pickup line
- Motorized Gate (progress)

3. **Facility Goal**

c. *Garrison ISD will ensure facilities are safe, well maintained, and provide for the development needs of all students by creating ownership from teachers and students*

- Beautification Committee
 - Painted Handrails
 - Playground Cover (progress)
 - Sandbox (progress)
 - Clean Campus of overgrown bushes
 - Entrance Gates
 - Secure Admin Foyer
 - Gates at Football Stadium
 - Paint Ticket/Concession Stand
 - Grounds and Maintenance Improvement
 - New Fence Around Air Condition Units
 - New Gates between Annex and Main HS Campus
 - Mechanical Gate behind School
- Facility Committee
 - Meetings
 - Community Meetings
 - Facility Tour

4. **Extra-Curricular Goal**

- d. Garrison ISD will develop a well-rounded extra-curricular program including: Athletics, Fine Arts, Academics, and FFA designed to help students to compete at the highest level.

FFA

- Strong CDE and LDE programs
- Floral Design
- AWS certifications
- Dual Credit Welding

Athletics

- High Expectations

Fine Arts

- OAP
- Band

Academics

- UIL
- BETA Convention
- Dual Credit

Goals for 2021-2022

1. **Academic Goal**

e. *Garrison ISD will work to vertically align curriculum from K-12*

TEKS Resource

- YAG (Year at a Glance)
- Vertical Alignment
- Vocabulary

Curriculum Audit

- Determine which programs are being utilized based on essential skills
- Determine how many students are showing progress as a result of the program
- Determine if the cost of the program is applicable

Teacher Self Assessment

- Determine what essential skills teachers expect from prior grade level teachers
- Evaluate TEKS Resource Scope and Sequence to determine if applicable

Utilize Curriculum Consultant

- Determine direction for grade level/subject leads throughout the district

2. **Safety Goal**

f. *Garrison ISD will continue to focus on student safety by increasing communication, performing effective safety drills, and providing secure access to the district*

Safety Committee Meeting

- Crisis Prevention Plan
- Safety and Security Audit
- TxSSC (Texas School Safety)
- Bulldogs Eyes Open (Anonymously Report Threats)
- Anonymous Bullying Reporting System

Threat Assessment Team

- TxSSC (Texas School Safety)

- Meetings to determine threats
- Campus Ownership
- Securely Internet Filter System

Drill Progression

- Crisis Management Plan
- Drill Schedule (Fall Semester and Spring)
- Safety Committee Meetings
- Phase Drill Implementation

Emergency Communication

- Radio Assignments during drill/emergency/internet/power outage
- Improvement of Radio Capabilities (progress)
- Mass Communication Horns
- Phone forwarding system
- Landline Locations Posted

Raptor System

- Digital Footprint for school traffic (progress)

Barricade

- More stable system
- Additional protection for pickup line
- Motorized Gate
- Knox Box System

COVID Procedures

- Adopted effective COVID procedures
- One of the first schools in the State of Texas to secure local COVID testing at the district
- Implemented Effective Sneeze Guards/Safe zone in classrooms

3. **Facility Goal**

- g. Garrison ISD will ensure facilities are up to date and conducive for student learning*

Beautification Committee

- Outdoor Eating Area as extension to cafeteria
- New procedures for trash removal from cafeteria
- More Effective Drop Off/Pick up
- Record Board Sign for Athletic Entrances
- Secure Outside Boundary for District Property
- Security Lighting
- Wraps for Windows and Doors (Branding)

Facility Committee

- Meetings
- Community Meetings
- Facility Tour
- CMAR

4. **Extra-Curricular Goal**

- h. Garrison ISD will develop a well-rounded extra-curricular program including: Athletics, Fine Arts, Academics, and FFA designed to help students to compete at the highest level.*

FFA

- Career centered certifications
- Added fabrication electronic designing equipment

Athletics

- Place emphasis on both male and female programs
- Place emphasis on strength and conditioning programs
- Hold student to higher standards

Fine Arts

- OAP
- Band

Academics

- UIL
- BETA
- Dual Credit

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Call for Board Election May 1, 2021

Agenda Item No: 17

Date: 12/14/2020

Action Required: Yes

Recommended:

Additional Information: Mr. Spivey will give information on the upcoming Board Election, May 1, 2021

Attachments: Yes

SAMPLE

ORDER OF ELECTION FOR OTHER POLITICAL SUBDIVISIONS

An election is hereby ordered to be held on May 1, 2021 for the purpose of: Garrison ISD Board of Trustees
(date)

Applications for a place on the ballot shall be filed by: February 12, 2021.
(A deadline is required to be stated in the order for a special election.)

Early voting by personal appearance will be conducted each weekday at

Garrison ISD Administration Office

between the hours of 8 a.m. and 4 p.m. beginning on April 19, 2021

and ending on April 30, 2021.

Applications for ballot by mail shall be mailed to:

Crystal Linebarger (Name of Early Voting Clerk)

459 N Hwy 59
Garrison, TX 75946

Applications for ballots by mail must be received no later than the close of business

on April 19, 2021.

(date)

Additional early voting will be held as follows:

Location	Date	Hours
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Issued this the 14th day of December, 2021.

Member

Signature of Presiding Officer

Member

Member

Member

Member

Member

Member

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before election day.

ORDEN DE ELECCION PARA OTRA SUBDIVISION POLITICA

Por la presente se ordena que se llevará a cabo una elección el _____ con el propósito
(fecha)
de:

Solicitudes para un lugar en la boleta serán presentadas por: _____.
(De acuerdo con la orden de elección especial se requiere una fecha límite)

La votación adelantada en persona se llevará a cabo de lunes a viernes en

_____ (sitio)

entre las _____ de la mañana y las _____ de la tarde empezando el _____ (fecha)
y terminando el _____ (fecha).

Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:

_____ (Nombre del Secretario(a) de Votación Adelantada)

_____ (Dirección)

_____ (Ciudad) _____ (Zona Postal)

Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de las horas de negocio el _____ (fecha).

La votación adelantada además se llevará a cabo de tal manera:

Sitio	Fecha	Horas
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Emitida este día _____ de _____, 20 _____.

Miembro

Firma del Oficial que Preside

Miembro

Miembro

Miembro

Miembro

Miembro

Miembro

Nota de instrucción: Se deberá entregar una copia de esta orden de elección al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día de elección.

NOTICE OF DEADLINE TO FILE AN APPLICATION FOR PLACE ON THE BALLOT

(AVISO DE FECHA LÍMITE PARA PRESENTAR UNA SOLICITUD PARA UN LUGAR EN LA BOLETA)

Notice is hereby given that an application for a place on the _____
(name of political subdivision/party)

Regular/Special/Primary Election ballot may be filed during the following time: _____
(Circle one)

(Se da aviso por la presente que una solicitud para un lugar en la boleta de la Elección

Regular/Especial/Primaria de _____ se pueden presentar
(marcar una con círculo) (nombre de la subdivisión política/partido)

durante el siguiente horario: _____)

Filing Dates and Times:

(Fechas y Horario para Entregar Solicitudes)

Start Date: _____ End Date: _____
(Fecha Inicio) (Fecha Límite)

Office Hours: _____
(Horario de la Oficina)

Physical address for filing an application in person for place on the ballot:
(Dirección a física para presentar una solicitud en persona para un lugar en la boleta)

Address to mail an application for place on the ballot (if filing by mail):
(Dirección a donde enviar una solicitud para un lugar en la boleta (en caso de presentar por correo))

Email or Fax Number to send an application for place on the ballot:
(Dirección de correo electrónico o número de fax para enviar una solicitud para un lugar en la boleta)

Signature of Filing Officer
(Nombre en letra de molde del Oficial de Archivos)

Printed Name of Filing Officer
(Firma del Oficial de Archivos)

Date Posted
(Fecha archivada)

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

**TITLE: Superintendent Recommendations Regarding Professional Personnel
(Gov't Code §551.074) Discussion, Purchase, Exchange, Lease, or Value of Real
Property (Gov't Code § 551.072)**

Agenda Item No: 18

Date: 12/14/2020

Action Required: At Board's Discretion

Recommended:

Additional Information:

Attachments: No

GARRISON ISD SCHOOL BOARD
BOARD ATTACHMENT

TITLE: Adjourn

Agenda Item No: 19

Date: 12/14/2020

Action Required:

Recommended:

Additional Information: President Bart Reneau will adjourn the meeting.

Attachments: No