

**Nursery Independent School District  
Nursery, Texas**

**BOARD OF TRUSTEES  
REGULAR MEETING**

**Tuesday, December 17, 2019  
5:30 p.m.**

**MINUTES**

**I. CALL TO ORDER**

*The meeting was called to order at 5:34.*

**II. APPROVAL OF MEETING MINUTES**

1. November 19, 2019 Regular Meeting

*The meeting minutes were approved. It was noted that Anthony Zimmermann was not present at the November board meeting and his name needed to be removed. Missy Yearwood made the motion to approve the minutes. Neal Stevenson made a second. The vote carried unanimously.*

**III. AUDIENCE WITH INDIVIDUALS OR COMMITTEES**

Open Forum Comments to the Board and/or Complaints Involving Officers or Employees in Accordance with BED (Local) Policy

*None*

**IV. INFORMATION ITEMS**

A. Payment of Bills

*The bills were presented to the board. They reviewed the bills as presented and asked questions.*

B. Financial Report (Investment Report)

*The Financial Investment Report was present in the board members folders.*

C. Superintendent's Report

- *Employee of the Month- Carolyn Sager*
  - *Two Outstanding Achievements*
    - *Helen Resendez*
    - *Jennifer Thibodeau*
- *Safety*
  - *Restart Grant*
  - *Safety Grant*
- *Curriculum*
  - *BAS Testing*
  - *Nursery UIL January 31*

- *Job Postings*
- *Community Involvement*
  - *Christmas Programs*
  - *Polar Express*
- *Communication*
  - *Facebook*
- *Financial & Facilities*
  - *New position for Maintenance and Custodial*

## V. UNFINISHED/NEW BUSINESS

- A. Consider and Approve 2018-19 Audit Report  
*Mr. Chris Sulak presented the district's Financial Audit Report for the 2018-2019 school year. The district received an Unmodified Opinion, which is the highest level of assurance. Neal Stevenson made the motion to accept and approve the 2018-2019 Audit Report. Missy Yearwood the second. The vote carried unanimously.*
- B. Consider and Adopt TASB Local Policy in Update 114  
*Missy Yearwood made the motion to adopt the TASB Local Policy Update 114; Anthony Zimmermann made the second. The vote carried unanimously.*
- C. Consider and approve the staff and parent survey/survey instrument.  
*The same survey that was used for 2018-2019 will also be used for 2019-2020. The survey will not require the grade level to be selected to protect the confidentiality of honest parent remarks. We will also utilize Survey Monkey for parents who want the survey electronically. Neal Stevenson made the motion to utilize the same survey as 2018-2019, with the described changes. Missy Yearwood made the second. The vote carried unanimously.*
- D. Consider and Approve updating the Nursery Absence Policy pertaining to excused and unexcused absences.  
*Administration made a recommendation regarding the absence policy for Nursery ISD. The Board deliberated and asked if notification could be sent out regarding the proposed changes. Missy Yearwood made a motion to accept the recommendation from the Superintendent regarding the absence policy; Neal Stevenson made the second. The vote carried unanimously.*
- E. Announce if Trustees have met required School Board member training requirements  
*The board discussed the professional training they received. Neal Stevenson and Missy Yearwood have met the required trainings. Anthony Zimmermann has met all the required trainings except for 3 hours for T.E. Code. Mr. Zimmermann will complete this as soon as he can and will report the successful completion as it occurs.*
- F. Discussion and possible consideration & approval of Superintendent's Performance Goals and evaluation instrument.  
*Discussion occurred for the Superintendent's performance evaluation. The five broad domains were selected, and each category will be scored on a 4-point scale, with 4 being the highest rating. Missy Yearwood made the motion to approve the Superintendent Evaluation tool. Anthony Zimmermann made the second. The vote carried unanimously.*

CLOSED SESSION: *Closed session began at 7:23 pm.*

- G. Consider Employment/Resignation and Reassignment of District Personnel.

**VI. OTHER BUSINESS**  
*Reconvened at 8:00 pm.*

**VII. ADJOURNMENT**  
*8:00 pm the meeting was adjourned.*

Approved \_\_\_\_\_ Date \_\_\_\_\_  
Neal Stevenson, President  
Nursery School Board

Approved \_\_\_\_\_ Date \_\_\_\_\_  
Anthony Zimmermann, Secretary  
Nursery School Board