

**A SPECIAL meeting of the Board of Trustees of the Nixon-Smiley CISD will be held on May 16, 2022, beginning at 8:00 AM in the Nixon-Smiley Administration Bldg. , 800 N Rancho Rd, Nixon, TX 78140.**

The subjects to be discussed or considered, or upon which any formal action may be taken, are as follows: (Items do not have to be taken in the same order as shown on the meeting notice.)

1. Establish quorum, call to order	
2. Public comments on the agenda	2
3. Purchases over \$50,000 - two new buses	4
4. Salary increase	8
5. Adjourn	

If, during the course of the meeting, discussion of any item on the agenda should be held in closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Tex. Gov't. Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

**This notice was posted in compliance with the Texas Open Meetings Act at 4pm, May 13, 2022.**  
**For the Board of Trustees: Mr. Jeff Van Auken**

# INFORMATION

May 16, 2022

**SUBJECT: Public Comments on Agenda Items**

**PRESENTED BY: Board President**

## **BACKGROUND INFORMATION**

Board Policy BED (LOCAL) provides audience participation at a Board meeting and is limited to the portion of the meeting designated to receive public comment in accordance with this policy. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

At all Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item on which they wish to address the Board.

Public comment shall occur at the beginning of the meeting.

Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed five minutes per meeting.

## **ADMINISTRATIVE CONSIDERATION**

The Board shall allot 30 minutes to hear persons who desire to make comments to the Board. No presentation shall exceed five minutes. The Board may not deliberate, discuss, or make any decision on any subject not on the agenda.

## **ADMINISTRATIVE RECOMMENDATION**

That the Board provides time to hear citizens or groups who request an audience with the Board.

## **BOARD ACTION REQUESTED**

Hear the information presented and ask for additional information as necessary.

The above format is not for complaints against individuals. For complaints about individuals Policy GF (Local) will be followed.

**PUBLIC COMPLAINTS GF (LOCAL):**

Complaints for which other resolution procedures are provided shall be directed first through those channels before addressing the Board under this policy. [see (LEGAL) and/or (LOCAL) text at codes DGBA, EFA, FB, FMA, FNG, FOA, FOD; for complaints against peace officers, see CKE (LEGAL)]

**PRESENTATIONS** In most circumstances, citizens shall be entitled to administrative conferences and informal presentations of the complaint to the Board.

**LEVEL ONE** Complaints shall initially be discussed with the appropriate administrator within 15 calendar days of the event or action that is the subject of the complaint.

**LEVEL TWO** If the complaint is not resolved, the citizen may request a conference with the Superintendent or designee. Prior to or at the conference with the Superintendent or designee, the citizen shall submit a written complaint that includes a description of the complaint, the solution sought, and the date of the conferences with the administrator.

**LEVEL THREE** If the outcome of a conference with the Superintendent or designee is not to the complainant's satisfaction or if the time for a response has expired, the complainant may submit to the Superintendent or designee a request to place the matter on the agenda of a future Board meeting. The request shall be in writing and must be filed within seven days of the response or, if no response is received, within seven days of the response deadline.

The Superintendent shall inform the complainant of the date, time, and place of the meeting.

The presiding officer shall establish a reasonable time limit for complaint presentations. The District shall make an audiotape record of the Level Three proceeding before the Board. The board shall hear the complaint and shall then make and communicate its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting.

**CLOSED MEETING** If the complaint involves complaints or charges about an employee, it will be heard by the Board in closed meeting unless the employee complained about requests it to be public.

# ACTION

May 16, 2022

**SUBJECT: Consider Approval of Purchases over \$50,000**  
**Two School Buses**

**PRESENTED BY: Jeff Van Auken**

## **BACKGROUND INFORMATION**

The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, 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.

## **ADMINISTRATIVE CONSIDERATION**

The Administration will review the information and make a recommendation to the Board.

<b><u>Vendor Name</u></b>	<b><u>Quote is for two</u></b>	<b><u>Gasoline Engine</u></b>
Rush Truck Centers- SA	\$251,864.00	2023 Bluebird
Rush Truck Centers- Arlington	\$251,970.00	2023 Bluebird
Rush Truck Centers- Houston	\$252,020.00	2023 Bluebird

## **BOARD ACTION REQUESTED**

Review the information presented and discuss any item(s) requiring clarification.

**MOTION:** "I move the Board authorize the Superintendent to proceed with the purchase of a school bus from \_\_\_\_\_ as presented."

Approve/Disapprove

Motion \_\_\_\_\_ Second \_\_\_\_\_ Results \_\_\_\_\_



**San Antonio TX**  
 8922 IH-10 East  
 Converse, TX 78109-5174  
 210-901-7100

# Customer Proposal Letter

Nixon Smiley CISD  
 800 N Rancho Rd  
 Nixon, TX 78140  
 (830) 532-1536

Jeff Van Auken, thank you for the opportunity to earn your business. We look forward to working with you on your business needs. Please accept the following proposal.

## VEHICLE

Make Blue Bird Model BBCV3310S Year 2023 Stock Number To Be Determined  
 Additional Vehicle and Accessories Description \_\_\_\_\_ To be delivered on or about 6/17/2022

**2023 Bluebird 77p Gas bus with a Midship AC unit**

Price includes:

Buy board fee per contract 630-20

REI 3 camera system with installation

Quantity	2	Total
Truck Price per Unit	<u>\$125,932.00</u>	<u>\$251,864.00</u>
F.E.T. (Factory & Dealer Paid)	<u>\$0.00</u>	<u>\$0.00</u>
Net Sales Price	<u>\$125,932.00</u>	<u>\$251,864.00</u>
Optional Extended Warranty(ies)	_____	_____
State Sales Tax	_____	_____
Documentary Fee	_____	_____
Administration Fee	_____	_____
Vehicle Inventory Tax	_____	_____
Additional Taxes	_____	_____
Tire Recycling Program	_____	_____
Battery Disposal Fee	_____	_____
Out of State Vehicle Fee	_____	_____
Rebate(s)	_____	_____
Total Sales Price (Including Rebate(s))	<u>\$125,932.00</u>	<u>\$251,864.00</u>
Trade Allowance (see DISCLAIMER Below)	_____	<u>\$0.00</u>

Sales Representative

Shane McElroy

Purchaser

signature

printed name

signature

printed name

Accepted by Sales Manager or  
 General Manager

title

date

signature

printed name

**Quote good until 6/10/2022**

**Note: The above Customer Proposal is a quotation only. Sale terms subject to approval of Sales Manager of Dealer.**

DISCLAIMER: Any order based on this Proposal subject to Customer executing Dealer's standard form Retail Purchase Order incorporating above terms. Any documentary fees, state tax, title, registration and license fees subject to adjustment and change. Actual F.E.T. to be paid by Dealer, subject to adjustment. Any F.E.T. variance will be responsibility of Dealer. Manufacturer has reserved the right to change the price to Dealer of any vehicle not currently in Dealer's stock, without notice to Dealer. If Quoted Vehicle(s) not currently in Dealer's stock, Dealer reserves right to change Quotation Total to reflect any price increases from Manufacturer. This Proposal is based upon Dealer's current and expected inventory, which is subject to change. Dealer not obligated to retain any specific vehicles in stock, nor maintain any specific inventory level. Dealer shall not be obligated to fulfill Proposal in event quoted vehicle(s) not in stock or available within requested delivery schedule at time Proposal accepted. Dealer shall not be liable for any delay in providing or inability to provide Quoted Vehicle(s), where such inability or delay is due, in whole or in part, to any cause beyond the reasonable control of Dealer or is without the gross negligence or intended misconduct of Dealer. Above listed Trade Value based upon current appraisal of Trade Vehicle(s). Dealer may adjust Trade Value of Trade Vehicle(s) to reflect changes in condition and/or mileage of Trade Vehicle(s) between date of current appraisal and acceptance of this Proposal by Customer.



Arlington TX  
 1900 E Division St  
 Arlington, TX 76011

# Customer Proposal Letter

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 800 N Rancho Rd  
 Nixon, TX 78140  
 (830) 532-1536

Jeff Van Auken, thank you for the opportunity to earn your business. We look forward to working with you on your business needs. Please accept the following proposal.

## VEHICLE

Make Blue Bird Model BBCV3310S Year 2023 Stock Number To Be Determined  
 Additional Vehicle and Accessories Description \_\_\_\_\_ To be delivered on or about \_\_\_\_\_

Quantity	<u>2</u>	Total
Truck Price per Unit	<u>\$125,985.00</u>	<u>\$251,970.00</u>
F.E.T. (Factory & Dealer Paid)	<u>\$0.00</u>	<u>\$0.00</u>
Net Sales Price	<u>\$125,985.00</u>	<u>\$251,970.00</u>
Optional Extended Warranty(ies)		
State Sales Tax		

Administration Fee		
Vehicle Inventory Tax		
Additional Taxes		
Tire Recycling Program	_____	_____
Battery Disposal Fee	_____	_____
Out of State Vehicle Fee	_____	_____
Rebate(s)	_____	_____
Total Sales Price (Including Rebate(s))	<u>\$125,985.00</u>	<u>\$251,970.00</u>
Trade Allowance (see DISCLAIMER Below)		<u>\$0.00</u>

Sales Representative

Robert Holt

Purchaser

\_\_\_\_\_  
signature

\_\_\_\_\_  
printed name

\_\_\_\_\_  
signature

\_\_\_\_\_  
printed name

Accepted by Sales Manager or  
General Manager

\_\_\_\_\_  
title

\_\_\_\_\_  
date

\_\_\_\_\_  
signature

\_\_\_\_\_  
printed name

**Quote good until 6/1/2022**

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**Houston TX MD**  
 10100 North Loop East  
 Houston, TX 77029  
 832-690-5000

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 800 N Rancho Rd  
 Nixon, TX 78140  
 (830) 532-1536

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## VEHICLE

Make Blue Bird Model BBCV3310S Year 2023 Stock Number To Be Determined  
 Additional Vehicle and Accessories Description \_\_\_\_\_ To be delivered on or about \_\_\_\_\_

Quantity	<u>2</u>	Total
Truck Price per Unit	<u>\$126,010.00</u>	<u>\$252,020.00</u>
F.E.T. (Factory & Dealer Paid)	<u>\$0.00</u>	<u>\$0.00</u>
Net Sales Price	<u>\$126,010.00</u>	<u>\$252,020.00</u>
Optional Extended Warranty(ies)	_____	_____
State Sales Tax	_____	_____
Administration Fee	_____	_____
Vehicle Inventory Tax	_____	_____
Additional Taxes	_____	_____
Tire Recycling Program	_____	_____
Battery Disposal Fee	_____	_____
Out of State Vehicle Fee	_____	_____
Rebate(s)	_____	_____
Total Sales Price (Including Rebate(s))	<u>\$126,010.00</u>	<u>\$252,020.00</u>
Trade Allowance (see DISCLAIMER Below)	_____	<u>\$0.00</u>

Sales Representative

Robert Holt

Purchaser

\_\_\_\_\_ signature

\_\_\_\_\_ printed name

\_\_\_\_\_ signature

\_\_\_\_\_ printed name

Accepted by Sales Manager or  
 General Manager

\_\_\_\_\_ title

\_\_\_\_\_ date

\_\_\_\_\_ signature

\_\_\_\_\_ printed name

**Quote good until 6/1/2022**

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# ACTION

May 16, 2022

**SUBJECT: Salary Increases**

**PRESENTED BY: Jeff Van Auken**

## **BACKGROUND INFORMATION**

Pay structures shall be designed and administrated for the purpose of attracting and retaining qualified employees to achieve District goals. Each year the Board reviews preliminary salary information during the budget adoption process to address the issue of salaries. Factors that are considered when setting an employee’s salary include 1) Value of position/skills to the district, 2) Success in position, 3) Tenure in position, 4) Supervisory responsibilities and 5) Cost of living.

- (1) David McDaid, our technology specialist, recently obtained his A+ certification. As a result of him obtaining this certification, the District would like to increase his salary from \$17.67 an hour to \$21.00 for the remainder of this fiscal year.
- (2) We run a summer maintenance program in which we hire several high school students to assist in stripping and waxing the floors as well as painting throughout the district. We have started them out at \$8.00 an hour for the first year, \$8.25 if they come back the second summer, and \$8.35 if they return for a third summer. I would like to recommend increasing our starting salary to \$9.00 an hour for a first-year worker, \$9.25 for the second summer, and \$9.35 for the third summer.

## **ADMINISTRATIVE CONSIDERATION**

Nixon-Smiley CISD does not have a system that dictates automatic salary increases for employees. However, periodic reviews of the salary structure are vital to the district’s ongoing efforts to attract and retain qualified personnel.

## **BOARD ACTION REQUESTED**

Review the information presented and discuss any item(s) requiring clarification.

**MOTION #1:** “I move that the Board approve the recommendation to increase \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.”

Motion \_\_\_\_\_ Second \_\_\_\_\_ Results \_\_\_\_\_  
Approve/Disapprove

**MOTION #2:** “I move that the Board approve the recommendation to increase \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.”

Motion \_\_\_\_\_ Second \_\_\_\_\_ Results \_\_\_\_\_  
Approve/Disapprove