

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES OF THE  
NEW SUMMERFIELD INDEPENDENT SCHOOL DISTRICT**

Notice is hereby given that a Regular Meeting of the Board of Trustees of New Summerfield Independent School District will be held on the **13<sup>th</sup> day of February 2023 @ 5:30 pm** in the New Summerfield Administration Office, 13307 Hwy. 110 South, New Summerfield, Texas, at which time the following subjects will be discussed:

1. Call meeting to order
2. Establish a quorum is present
3. Open Forum/Public Comments
4. Consent Agenda
  - A. Approve minutes from January 12, 2023 Meeting
  - B. Investment Report
  - C. Financial Report
  - D. TASB Update 120
5. Consider and act on 2022-2023 District Improvement Plan
6. Call the New Summerfield Trustee election for May 6, 2023
7. Consider and act on joint election with the City of New Summerfield
8. Consider and Act on Election Administrators to conduct the Trustee Election for May 6, 2023
9. Consider and Act on the addition of new CTE teacher position(s)
10. Superintendent's Report
  - A. Finance Update
  - B. Facilities Update
  - C. ESSER III
  - D. Activities and Miscellaneous
  - E. Scheduling for next year
11. Executive Session -- Sec. 551.074 -- Personnel
  - A. Consultation with Attorney
  - B. Discussion and Consideration of Administrator Contract Renewals as recommended by Superintendent
  - C. Resignations
12. Consider and act on 11B and 11C
13. Adjourn

Dated this the 9<sup>th</sup> day of February 2023.

**New Summerfield Independent School District**

By  \_\_\_\_\_

I, the undersigned authority, hereby certify that the above Notice of Meeting of the Board of Trustees of the above-named school district is a correct copy of the Notice and that it is posted on the message board for public notices located at **13307 Hwy. 110 South, New Summerfield, Texas**, on the 9<sup>th</sup> day of February 2023 @ 2:00 p.m. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, large print or Braille, are requested to contact Joe Brannen at (903) 726-3306 ext. 725 three (3) work days prior to the meeting so that appropriate arrangements can be made.

If during the course of the meeting, any discussion of any item on the agenda should be held in closed meeting, the Board shall convene in such closed meeting in accordance with the Open Meeting Act, Chapter 551 Government Code. Before any such meeting is convened, the presiding officer shall publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions shall be taken in open meeting.

Dated this the 9<sup>th</sup> day of February 2023.

  
\_\_\_\_\_  
New Summerfield Independent School District

**NEW SUMMERFIELD INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
January 12, 2023**

The New Summerfield I.S.D. Board of Trustees met in a regularly scheduled meeting on January 12, 2023, in the Central Office. Members present were Michael Davis, President; J.B. Neeley, Secretary; Bryan Bolton, Gary Don Davis and Jennifer Cole. Also present was Joe Brannen, Superintendent; Dr. Craig Wilcox, Assistant Superintendent; Peggy Craft, Assistant Elementary Principal; Rachael Rogers, Jr. High Principal; Josh Faucett, High School Principal; Drew Kelly, Maintenance Director; Lanita Coleman, Business Manager and Jodie Neeley, Superintendent Secretary.

Meeting was called to order at 5:30 p.m.

Public Hearing on the Texas Academic Performance Report presented. No motion needed.

A motion was made by Bryan Bolton and seconded by Gary Don Davis to approve the consent agenda containing:

- December 12, 2022 minutes
- Investment Report
- Financial Report

Motion carried 5-0

A motion was made by Gary Don Davis and seconded by J.B. Neeley to move into executive session at 6:10 p.m. Motion carried 5-0

Regular session reconvened at 6:22 p.m.

A motion was made by Gary Don Davis and seconded by J.B. Neeley to approve Contract of Joe Brannen as superintendent for a term of 5 years and increasing his salary by 4.0%.

Motion carried 5-0

A motion was made by Gary Don Davis and seconded by J.B. Neeley to adjourn meeting at 6:25 p.m. Motion carried 5-0

\_\_\_\_\_  
Michael Davis, President      Date

\_\_\_\_\_  
J.B. Neeley, Secretary      Date



# NEW SUMMERFIELD Independent School District

**5. Consider and Act on 2022 – 2023 District Improvement Plan.**

The board must annually approve the District's Campus Improvement Plan. Each year we have to look at different goals and objectives and update our plan to show how we are addressing certain areas to improve. This plan is available for anyone interested in looking under Required Postings on the school website. A Copy of the plan will be available Monday night.

**6. Call the New Summerfield Trustee Election for May 6, 2023.**

Signup for board elections will be until Friday, February 17<sup>th</sup>. There are three places currently on the ballot for this cycle.

**7. Consider and Act on joint election with the City of New Summerfield.**

**8. Consider and Act on Election Administrators to conduct the Trustee Election for May 6, 2023.**

The Board has to approve the election administrators for the Trustee Election. Mary Mendoza and Suzy Mendoza have both served as election administrators before and we would like to recommend they serve this year.

**9. Consider and Act on the addition of new CTE Teacher position(s).**

To assist in making a recommendation about hiring a new CTE teacher, a survey was administered to all 7th - 11th-grade students. This survey was to gauge interest in specific programs of studies set forth by the TEA. This survey was developed by administrators to include areas we believe can be successfully implemented and that will be most beneficial to our student body.

As we have discussed previously, students in each of the CTE classes in a program of studies will generate additional weighted funding. This funding generated will likely cover the majority, if not all, of a new position's salary. In essence, there will be little to no extra cost to the district. In fact, there may be extra money to be used for additional CTE supplies and materials.

It is important to note that (College, Career, & Military Readiness - CCMR) industry-based certifications will be a significant factor in calculating a district's overall rating. Additional pathways and CTE opportunities will lead to more students who will complete an industry-based certification, providing for an opportunity for a higher accountability rating. In addition to the rating, and more importantly, it prepares our students for life after high school in an area they are interested in pursuing.

**Survey Results:**

The survey asked students to rank 5 different CCMR pathways that would result in an industry-based certification from most desired to least desired. The 5 areas included:

- Health Science (Nursing Fields)
- Agriculture (Ag. Mechanics, Plant Science, Animal Science, etc.)
- Business (Business Management)
- Arts & Video Technology (Graphic Design)
- Hospitality (Culinary Arts)

The results showed students have interest in fields and classes centered around a Business Pathway, therefore the need for a Business Education teacher as well as the additional AG teacher that we have discussed in the past. What the administration would like to recommend is the hiring of a Business teacher and an additional AG teacher.



# NEW SUMMERFIELD Independent School District

## 10. Superintendent's Report

### A. Finance Update -

As of today, we have been paid \$3,339,051 in Foundation Funding. Our enrollment as of Thursday was 524 and the attendance rate is at 95.51% for the year. Last year at this meeting our attendance rate was 93.74%.

The State Comptroller's office recently released their preliminary 2022 values for the district. The total taxable value for our district according to the state is \$95,868,674 (2021 = \$82,191,938). The state certified numbers drive our foundation payments.

### B. Facilities Update -

We learned at the end of January that we have been approved for a grant that Mrs. Guillen and myself applied for. This grant is provided by the Texas Department of Agriculture and is for the school to use to improve cafeteria equipment. The grant totals around \$75,000 and we will be able to get reimbursed on the money spent on new or to upgrade equipment in the Elementary/High School Cafetorium. Mrs. Guillen is excited to get some new equipment for that cafeteria.

The Safety Grant totaling \$200,000 was approved last week so I have begun putting in Purchase Orders for the Raptor system that was approved a few months back and the Security Film. Once we get those things on the calendar to be done, we can begin using the money for other security needs, mainly the vestibule down at the High School and some fencing behind the school around the playground area.

### C. ESSER III -

School Districts are required to update their Return to School Plan and their Use of Funds Plan every six months. We will make those updates on our school website, there are no big changes to either of those plans. ESSER II will end September 30<sup>th</sup> of this year and ESSER III will end September 30<sup>th</sup> of 2024.

### D. Activities and Miscellaneous -

Basketball is about to wrap up the regular season. Our girls' team wrapped up their season on February 3<sup>rd</sup>. The boys' basketball team has qualified for the playoffs. Their seeding and first round opponent are still unknown due to the last district games being tomorrow night. Once we find out the date, time and opponent for the boys, we will let you all know.

Soccer has completed their seasons. Baseball and Softball have started their seasons.

We do have Staff Development this Friday, the 17<sup>th</sup>.

March Board Meeting is scheduled to be the Monday of Spring Break. If we need to have one then we would like to move it the 1<sup>st</sup> or 3<sup>rd</sup> Monday. If nothing pressing, in the years past we have skipped that meeting.

Enclosed in your packet is an email from the MVBA law firm, which works closely with the Appraisal District and does Taxable Value Audits for schools. You can see that our T2 values for the 2020 tax year, which is the amount that figures into our M&O tax collections was reduced resulting in a positive for the district. As a result of the Audit, they are estimating \$107,113 gain for the district.

Enclosed you will find a calendar of our February events.



# NEW SUMMERFIELD Independent School District

**E. Scheduling for next year** – We are beginning the process of looking at staffing for next year. We will be sending out questioners to our teacher to get a better understanding of what their plans are for next year.

**11. Executive Session- Sec. 551. 074 Personnel**

A. Consultation with Attorney.

B. Discussion and Consideration of Administrator Contract Renewals as recommended by Superintendent.

February is the month for administrative contract renewals. I would like to recommend the contract renewals for Josh Faucett (High School Principal), Rachael Rogers (Jr. High Principal), Angie Tucker (Elementary Principal), Peggy Craft (Assistant Elementary Principal), Dr. Craig Wilcox (Assistant Superintendent), Troy Jenkins (Technology Director), DeAnna Molloy (Counselor), Baldemar Ruiz (Athletic Director), Susanne Reid (ACE Director)

C. Resignations – Jesus Sanchez – his letter of resignation is included in your packet.

**12. Consider and act on 11B and 11C.**

**13. Adjourn**



# NEW SUMMERFIELD Independent School District

## Board Briefing Notes

February 14, 2022

5:30 p.m.

### 4B. Investment Report-

Interest for the month of January for the American Advantage account totaled \$21,061.43 at a rate of 4.36%. The Operating account earned \$13.78 at a rate of .03%.

<u>Account</u>	<u>Interest Earned</u>	<u>Rate</u>
American State Bank	\$21,061.43	4.36 %
Operating Account	\$13.78	.03 %

### 4C. Financial Report-

#### *January Expenditures –*

**Total Accounts Payable: \$210,647.76**

Major Expenditures: - Swift Cut (\$39,950.00); Region 7 Service Center (\$37,183.50 / \$13,426.66); Lobbatt Food Services (\$14,330.91); Shell Energy (\$11,816.56); Capital One – **ACE** (\$9,949.07); City of New Summerfield (\$8,039.90); West Rusk – **ACE** (\$6,996.54); SECCA (\$5,454.00); The Home Depot - **ESSER** (\$4,794.28); Staples (\$3,928.00); Republic Service – **2 months** (\$3,539.34)

**Total: \$159,408.76**

### 4D. TASB Update 120 (Due to the fact that we had a policy review in the past couple of years, not much change to our local policy discussed in this update. Want to go through each of the local policy so we all know what is said.

<https://player.vimeo.com/video/776314470>.

Local Policy BBB will change the word “positions” to “seats.”

Local Policy CB – we do have the appropriate language in our policy.

Local Policy CKC – we are not within 1000 yards of a train track. Appropriate language in the policy regarding employees carrying while on campus.

Local Policy CRD – we have nothing in our DOI plan regarding Health Insurance. The district contributes money toward each employees TRS health care plan.

Local Policy DC – we have no mention of contract days in our policy so nothing to remove.

Local Policy EC – we have no mention of the minimum length of day in our policy so nothing to remove.

Local Policy FNG – no major changes to our current policy, just some rewording.

Local Policy FO – again no major changes to our current policy.

NEW SUMMERFIELD INDEPENDENT SCHOOL DISTRICT  
MONTHLY FINANCIAL/INVESTMENT REPORT  
As of January 31, 2023

Type of Account	Beginning Balance	Changes (credits/debits)	Interest Earned	Ending Balance	Maturity Date	Interest Rate
American State Bank (American Advantage)	\$7,088,436.29	-\$400,000.00	\$21,061.43	\$6,709,497.72		4.36%
American State Bank (Operating Acct)	\$307,409.28	-\$19,926.55	\$13.78	\$287,496.51		0.03%
<b>End of Month Cash Position</b>	<b>\$7,395,845.57</b>	<b style="color: red;">-\$419,926.55</b>	<b>\$21,075.21</b>	<b>\$6,996,994.23</b>		

The accounts listed above are invested so that money can be transferred in or out in a matter of hours, excluding the Certificate of Deposit. The interest rates for banking institutions are currently higher than pools, therefore at this time the district has invested in banking institutions. The investment funds for New Summerfield Independent School District appear to be invested in a sound manner. The District's primary focus is to balance the safety, liquidity and yield needs of the district's investments.

This report is in compliance with the investment strategies as established in the District's investment policy and the reporting requirements as mandated by the Public Funds Investment Act (Chapter 2256) as amended.

Prepared by:

*Lanita Coleman*

Lanita Coleman  
Business Manager  
NSISD Investment Officer

Reviewed by:

*Joe Brannen*  
Joe Brannen  
Superintendent



Joe Brannen <jbrannen@newsummerfieldisd.net>

**FW: 2020 Audit Findings New Summerfield ISD 037-908-037**

1 message

Elizabeth Vaughn <Elizabeth.Vaughn@mvbalaw.com>  
To: Joe Brannen <jbrannen@newsummerfieldisd.net>  
Cc: "lee@cherokeecad.net" <lee@cherokeecad.net>

Wed, Jan 25, 2023 at 1:16 PM

Mr. Brannen,

You may have recently received an email from PTAD regarding the taxable value audit we performed on behalf of NSISD. Based on this successful audit NSISD will be receiving additional State funds. Our best estimate of the additional funds that NSISD will receive as a result of this audit is \$107,113.

If you have any questions, please let me know.

Liz

**From:** Phil Green <Phil.Green@mvbalaw.com>  
**Sent:** Wednesday, January 11, 2023 3:10 PM  
**To:** Elizabeth Vaughn <Elizabeth.Vaughn@mvbalaw.com>  
**Subject:** FW: 2020 Audit Findings New Summerfield ISD 037-908-037

Good Afternoon Liz,

The 2020 TVA has been certified to TEA for New Summerfield ISD. The T2 value was reduced by \$412,040.

Kind Regards,



**Phil Green**  
Director of Taxable Value Audits

☎ 512-323-3232

☎ 512-323-3200 | main

@ Phil.Green@mvbalaw.com





**From:** Brian Beck <Brian.Beck@cpa.texas.gov>  
**Sent:** Wednesday, January 11, 2023 3:02 PM  
**To:** DPVaudits@tea.texas.gov; commissioner@tea.texas.gov  
**Cc:** Phil Green <Phil.Green@mvalaw.com>; jbrannen@newsommerfieldisd.net; info@cherokeecad.net; PTAD Audit <ptad.audit@cpa.texas.gov>  
**Subject:** 2020 Audit Findings New Summerfield ISD 037-908-037

Dear Commissioner Morath:

New Summerfield ISD 037-908-037 requested an audit of its 2020 total taxable value under the provisions of Government Code, §403.302(h). We have completed the audit and hereby certify to you the findings reflected on the attached ISD Summary Worksheet and Deduction Detail.

If you have any questions please feel free to contact Brian Beck at Brian.Beck@cpa.texas.gov or by phone at (800) 252-9121 ext. 5-2773.

Sincerely,

Shannon Murphy

Director, Property Tax Assistance Division

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 **037-908-037 New Summerfield ISD 2020 Summary Worksheet #2.pdf**  
178K

# February 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Hornets and Lady Hornets B-Ball vs Carlisle (5:00) Lady Hornet SB vs Grace (4:00)	4 Lady Hornet Soccer vs Tyler High JV (11:00)
5	6	7 Lady Hornet SB @ LaPoyner (4:00)	8	9	10 Hornets B-Ball vs Overton (5:00) Lady Hornet SB vs Tyler High (4:00)	11
12	13 Board Meeting Lady Hornet SB @ Broadus (5:00)	14 Hornets B-Ball @ Douglass (5:00)	15	16 Lady Hornet SB @ Carlisle Tourney (TBD)	17 STAFF Development Lady Hornet SB @ Carlisle Tourney (TBD)	18 Lady Hornet SB @ Carlisle Tourney
19	20 POSSIBLE FIRST ROUND BASKETBALL PLAYOFF	21 Lady Hornet SB vs Apple Springs (4:00) POSSIBLE FIRST ROUND BASKETBALL PLAYOFF	22	23 Lady Hornet SB @ Nac Tourney (TBD)	24 Lady Hornet SB @ Nac Tourney (TBD)	25 Lady Hornet SB @ Carlisle Tourney
26	27 Lady Hornet SB @ TK Gorman (5:00) Hornet BSB vs. Levereiths Chapel (4:00)					

## Letter of Resignation

Dear Mr. Brannen and Board of Trustees,

Please accept my letter of resignation at the conclusion of the 2022-2023 school year, effective on May 26, 2023. I have enjoyed my time at New Summerfield but have decided that I will not be continuing my career in teaching. I have plans on furthering my education in obtaining my master's degree and plan on starting in the Fall. I have learned a lot working with a great group of people here at New Summerfield and I will always be grateful for the opportunity you gave me.

I will be happy to give all necessary and helpful information to my replacement once their employment has been confirmed. If you need any further information.

Thank you again for the opportunity to work with you, and I wish you all the best in the future.

Sincerely,

Jesus Sanchez, I wish the school and all its employees much success in the coming years.

RECEIVED  
2-1-23



# NEW SUMMERFIELD Independent School District

To: New Summerfield ISD Board of Trustees

From: Joe Brannen, Superintendent

Re: 2023 – 2024 Administrative Contract Renewals

Date: February 13, 2022

I am recommending the following administrative contract renewals for the 2023-2024 school year:

Josh Faucett	High School Principal	3 Year Term
Angie Tucker	Elementary Principal	3 Year Term
Rachael Rogers	Junior High Principal	
Peggy Craft	Elementary Assistant Principal	
Dr. Craig Wilcox	Assistant Superintendent	3 Year Term
Troy Jenkins	Technology Director	
DeAnna Molloy	District Counselor	
Baldemar Ruiz	Athletic Director	
Susanne Reid	ACE Director	