

**Nazareth ISD BOE  
Regular Meeting  
May 14, 2024**

The meeting was called to order by President Alan Birkenfeld at 7:30 p.m. Other members present were Vice President Jenny Schulte, Marty Gerber, Allison Kleman, and Maegan Rowland. Also present was Superintendent Dr. Kara Sue Garlitz and Robert O'Connor. The prayer was led by Maegan, the pledge by Jenny, and the mission statement was read by Allison.

Dr. Garlitz asked President Birkenfeld to read the hours of continuing education hours for each board member during 2024-2025. Returning board members were required to receive 8 hours, and new board members are required to receive 16 hours:

Alan Birkenfeld-8.00, yes  
Mitchell Brockman-8.00, yes  
Marty Gerber-17.25, yes  
Jennifer Heiman-8.00, yes

Allison Kleman-17.25, yes  
Maegan Rowland-24.50, yes  
Jennifer Schulte-8.00, yes

Jenny made the following motion, "I move to accept the results of the non-contested and cancelled election on May 3, 2025, and issue Certificates of Election for Alan Birkenfeld and Keith Hoelting." The motion was seconded by Marty, and it passed 5-0.

Under the Principal's Reports, Mr. O'Connor included enrollment/attendance information, a calendar of upcoming events, and an academic update. He presented updates to the NHS Course Guide that the board will consider under the Consent Agenda.

Dr. Garlitz presented the Superintendent Report, which included the regular reports of District's current bills, financial reports, cash flow, Pledged Securities, Castro CAD monthly tax collection, facilities and operations, transportation, and personnel. It also included administrative changes to the 2024-2025 school calendar, 2025-2026 Transfer Students, and upcoming training opportunities.

Approval of the check lists and financial reports will be considered under the Consent Agenda. Cash flow and investments were presented. The pledged securities with Peoples Bank were reported and presented. Castro County Appraisal District reported that 98.31% of current M&O taxes and 98.31% of current I&S taxes have been collected.

Dr. Garlitz gave an update on facilities and operation, transportation, and personnel. Administrative changes to the 2024-2025 school calendar, bond and construction updates, and information related to the 2025-2026 transfer student and PK were presented. The Administrative Summer Hours were presented and will be in place through July. Under the Consent Agenda the board will consider approving donations of beef to the food service program and a score board for the baseball field. BOE Training Opportunities were then presented, which included the TASB spring Workshop at WTAMU.

A motion to approve the Consent Agenda including the April 9, 2025 regular meeting and April 23, 2025 special meeting minutes as presented, financial reports, current check payment lists, administrative changes to the 2024-2025 school calendar, updates to the 2025-2026 NHS Course Guide, donations of beef to the food service program and a score board for the baseball field was made by Jenny. The motion was seconded by Maegan, and the motion carried 5-0.

Jenny made the following motion, "I move that the Board adopt the resolution authorizing supplemental employee training in the form of a Summer Book Study, including the payment of a stipend to all employees who successfully complete such Summer Book Study, and authorize the superintendent to take such further action as required to implement and fulfill the terms of this resolution. The motion was seconded by Maegan, and the motion carried 5-0.

Marty made a motion to approve Dr. Garlitz's recommendation to approve a probationary professional contract for Lora Hoelting for 2025-2026. The motion was seconded by Allison, and the motion carried 5-0.


Allison made the following motion, "I move that we approve the resolution for the sale of the science lab portable located at 101 S. 1<sup>st</sup> Street as presented." The motion was seconded by Marty, and the motion carried 5-0.

After discussion, Marty made the following motion, "I move that approve an Order authorizing the Redemption of Nazareth ISD Unlimited Tax School Building Bonds, Series 2003; Approving a notice of Redemptions; and Approving Other Matters related to the Subject." The motion was seconded by Jenny, and the motion carried 5-0.  
Notes:

Maegan made a motion to delegate hiring authority to Dr. Garlitz through August 11, 2025. The motion was seconded by Marty, and the motion carried 5-0.

Time was provided for closing comments or further questions. Marty made a motion, and Jenny seconded it to adjourn. The motion passed unanimously. The meeting adjourned at 9:23 p.m.

  
Alan Birkenfeld, BOE President

  
Jennifer Heiman, BOE Secretary



In the name and by the authority of

## The State of Texas

THIS IS TO CERTIFY, that at a general election held on

May 3, 2025

Alan Birkenfeld

&

Keith Hoelting

were duly elected as

Nazareth ISD School Board Trustees

In testimony whereof, I have  
hereunto signed my name this the  
14th day of May, 2025.

A handwritten signature in blue ink that reads "Alan Birkenfeld".

Signature of Presiding Officer of Nazareth ISD

**RESOLUTION OF THE  
NAZARETH INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES AUTHORIZING AN  
EMPLOYEE STIPEND FOR SUPPLEMENTAL TRAINING**

At a lawfully called meeting on May 14, 2025, the Board of Trustees (“Board”) of Nazareth Independent School District (the “District”) does hereby make the following resolutions regarding expenditure of public funds for supplemental employee training;

WHEREAS, the Board of the District is authorized under Texas Education Code Section 45.105 to expend District funds for purposes necessary in the conduct of the public schools, as determined by the Board; and

WHEREAS, the Board is committed to providing high-quality professional development opportunities for its employees to enhance their knowledge and skills; and

WHEREAS, professional development is vital for employee growth, productivity, and overall effectiveness in the employee’s respective role within the District; and

WHEREAS, the Board desires that all District employees complete a summer book study: *212 Degrees, The Extra Degree*, which emphasis the impact of additional effort on desired outcomes and prepares District employees for the 2025-2026 school year (the “Summer Book Study”) to enhance employee effectiveness and increase student performance within the District; and

WHEREAS, District employees are not required to attend this Summer Book Study as part of their regular job duties; and

WHEREAS, the Board has considered the implementation of a Summer Book Study in preparation for the 2025-2026 school year and finds there is a legitimate need to foster employee professional growth and further finds a Summer Book Study will improve employee effectiveness, will enhance the instruction of students, and serves a substantial public purpose.

NOW BE IT THEREFORE RESOLVED BY THE BOARD OF TRUSTEES, in furtherance of the public purpose so stated in this Resolution, that:

1. The recitals set forth above are found by the Board to be true and correct and adopted as official findings of the Board and operative provisions hereof; and
2. A public purpose exists to pay District employees who complete the Summer Book Study, through a one-time payment in the July, 2025 payroll cycle (the “Summer Book Study Stipend”); and
3. The expenditure of public funds for providing the Summer Book Study Stipend is necessary for the conduct of the public schools; and
4. The District will retain sufficient control over the distribution and use of the Summer Book Study Stipend to ensure that the public purpose is accomplished; and
5. The District will receive the significant benefit of improving overall employee

effectiveness and enhancing the instruction of students; and

6. Each person who is currently employed by the District for the 2024-2025 school year and attends and completes the Summer Book Study to be held in June 2025 will receive a one-time Summer Book Study Stipend equal to \$3,000, subject to all applicable state and federal withholdings, in exchange for the employee's successful completion of the Summer Book Study; and
7. Should an employee who successfully completed the Summer Book Study resign, be terminated, or otherwise be separated from employment prior to the date of payment of the Summer Book Study Stipend, the employee shall not be eligible to receive and the District shall not be obligated to pay employee such stipend; and
8. The Board authorizes the administration to take any and all action necessary to carry out the wishes of the Board as expressed in this Resolution.

This resolution shall be in full force and effect from and after its passage, and it is so resolved.

PASSED AND APPROVED ON THIS 14<sup>th</sup> DAY OF MAY, 2025.

  
\_\_\_\_\_  
President, Board of Trustees

  
\_\_\_\_\_  
Secretary, Board of Trustees

**RESOLUTION OF THE  
NAZARETH INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

At a lawfully called meeting on May 14, 2025, the Board of Trustees (the "Board") of Nazareth Independent School District (the "District") does hereby make the following resolution regarding the sale of surplus personal property owned by the District, in accordance with Board Policy CI(LOCAL):

WHEREAS, the Board of Trustees of an independent school district constitutes a body corporate and, in the name of a school district, may acquire and hold real and personal property; and

WHEREAS, the District owns a portable science lab that was approved to be installed on or about November 1989, is approximately 960 square feet, located at 101 S. 1<sup>st</sup> St. Nazareth, Texas, and is situated between the District's main building, the Quonset Gym, the Ag Welding Shop and the adjacent property that is not owned by District (the "Portable"); and,

WHEREAS, the Portable is no longer in use, and the District desires to use the real property upon which the Portable is located for other school purposes; and

WHEREAS, the Portable was declared surplus property by the Board at its March 12, 2025, meeting and the Administration is unable to determine the salvage value, if any of the Portable; and,

WHEREAS, the Portable became land locked when the District constructed the Ag Welding Shop and the Portable cannot be re-located or moved except through the adjacent property owner's land, and demolition of the Portable is estimated to cost between \$10 to \$15 per square foot, being \$9,600 to \$14,000 total; and,

WHEREAS, the adjacent property owner has offered to purchase the Portable and move it to his property at his expense and without cost to the District; and

WHEREAS, the Board believes that it would be in the District's interest to sell the Portable to the adjacent property owner and save the cost and expense of demolishing the Portable;

NOW BE IT THEREFORE RESOLVED, the statements contained in the preamble of this Resolution are true and correct and adopted as official findings of fact and operative provisions hereof, and that it is further found that it is in the District's best interest to sell the Portable to the adjacent property owner at the price presented and have him remove the Portable from the District's real property at his cost and expense; and,

BE IT FURTHER RESOLVED, that the Board of Trustees orders and authorizes the Superintendent and/or Board President to execute a bill of sale and take any and all actions necessary to convey all rights, title and interest in the Portable to the adjacent property owner; and,

BE IT FURTHER RESOLVED, that the Superintendent is further authorized to take all other action necessary to expedite the removal and relocation of the Portable from the District's property, but if the adjacent property owner is not able to remove the Portable within a reasonable time, as determined by the Superintendent, the Superintendent may cancel such sale, refund the purchase price and dispose of the Portable by whatever means she determines to be in the District's best interest in accordance with Board Policy CI(LOCAL).

This Resolution shall be in effect from and after its passage on the date shown below.

Passed and approved by the Nazareth Independent School District Board of Trustees on this 14<sup>th</sup> day of May, 2025.

  
\_\_\_\_\_  
President of the Board of Trustees


  
\_\_\_\_\_  
Secretary of the Board of Trustees

EXHIBIT A

FORM OF NOTICE OF REDEMPTION

**NAZARETH INDEPENDENT SCHOOL DISTRICT  
Unlimited Tax School Building Bonds, Series 2003**

**NOTICE IS HEREBY GIVEN** that the Nazareth Independent School District (the "District"), in Castro County, Texas, has called for redemption on the date and at the redemption price specified, the below listed outstanding Bonds of the District as follows:

Nazareth Independent School District Unlimited Tax School Building Bonds, Series 2003, dated July 1, 2003, consisting of the Bonds scheduled to mature on February 15, 2028 in the aggregate principal amount of \$50,000.00 (the "Bonds"), on June 30, 2025 at the redemption price of the principal amount called for redemption plus accrued interest to the date fixed for redemption.

On June 30, 2025, interest on such Bonds shall cease to accrue and be payable.

THE BONDS SHALL BE REDEEMED in whole at U.S. Bank Trust Company, National Association in Dallas, Texas, as the Paying Agent/Registrar for the Bonds. Upon presentation of the Bonds at the Paying Agent/Registrar on the aforementioned redemption date, the holder thereof shall be entitled to receive the redemption price equal to par and accrued interest to the redemption date.

NOTICE IS FURTHER GIVEN that due and proper arrangements have been made for providing the place of payment of the Bonds called for redemption with funds sufficient to pay the principal amount of the Bonds and the interest thereon to the redemption date. In the event the Bonds are not presented for redemption by the respective date fixed for their redemption, they shall not thereafter bear interest.

UNDER THE PROVISIONS of the Jobs and Growth Tax Relief Reconciliation Act of 2003 (the "Act"), paying agents making payments of interest and principal on municipal securities may be obligated to withhold 28% tax from remittance to individuals who have failed to furnish the paying agent with a valid taxpayer identification number. Registered bondholders who wish to avoid the imposition of the tax should submit certified taxpayer identification numbers (via form W-9) when presenting the Bonds for payment.

THIS NOTICE is issued and given pursuant to the redemption provisions in the proceedings authorizing the issuance of the Bonds and in accordance with the recitals and provisions of each of the Bonds, respectively.

NOTICE IS FURTHER GIVEN that the Bonds should be submitted to the following address:

U.S. Bank Trust  
Global Corporate Trust  
111 Fillmore Ave. East  
St. Paul, MN 55717



ORDER AUTHORIZING THE REDEMPTION OF NAZARETH INDEPENDENT SCHOOL DISTRICT UNLIMITED TAX SCHOOL BUILDING BONDS, SERIES 2003; APPROVING A NOTICE OF REDEMPTION; AND APPROVING OTHER MATTERS RELATED TO THE SUBJECT.

WHEREAS, Nazareth Independent School District (the "District") has issued, and there are currently outstanding, the following obligations of the District (the "Bonds"):

Nazareth Independent School District Unlimited Tax School Building Bonds, Series 2003, scheduled to mature on February 15, 2028, in the aggregate principal amount of \$50,000.00;

WHEREAS, in the order that authorized the issuance of the Bonds (the "Bond Order"), the District reserved the option to redeem the Bonds before their scheduled maturity in whole or in part at a price equal to the principal amount of the Bonds so called for redemption plus accrued interest to the redemption date;

WHEREAS, Section 45.001 of the Texas Education Code authorizes the District to levy, pledge, assess, and collect annual ad valorem taxes sufficient to pay the principal of and interest on the Bonds before the principal and interest become due;

WHEREAS, the Board of Trustees has previously levied ad valorem taxes in amounts sufficient to redeem all of the remaining outstanding Bonds as further described in Section 2 of this Order (the "Redeemed Bonds");

WHEREAS, it is officially found, determined and declared that the meeting at which this Order has been adopted was open to the public and public notice of the date, hour, place and subject of said meeting, including this Order, was given, all as required by the applicable provisions of Tex. Gov't Code Ann. ch. 551. Now, Therefore

BE IT ORDERED BY THE BOARD OF TRUSTEES OF NAZARETH INDEPENDENT SCHOOL DISTRICT:

Section 1. Findings.

The declarations, determinations and findings declared, made and found in the preamble to this Order are hereby adopted, restated and made a part of the operative provisions hereof.

Section 2. Redemption of Bonds. The District hereby exercises its option to redeem all outstanding maturities of the Bonds on June 30, 2025 (the ARedemption Date@), in the aggregate principal amount of \$50,000, to be applied to the following:

<u>Original Maturity Date</u>	<u>Principal Amount Outstanding</u>	<u>Principal Amount Being Redeemed</u>
February 15, 2028	\$50,000.00	\$50,000.00

Section 5. Further Actions Authorized.

(a) The President of the Board of Trustees, Superintendent, Business Manager, or other authorized officer of the District is hereby authorized and directed to issue or cause to be issued the Notice of Redemption, in the form set forth in Exhibit A attached hereto, to U.S. Bank Trust Company, National Association, which serves as the Paying Agent/Registrar for the Bonds.

(b) In addition, the Paying Agent/Registrar is hereby directed to provide to the holders thereof the appropriate notice of redemption as specified by the Bond Order and is hereby directed to make appropriate arrangements so that the Redeemed Bonds may be redeemed on the Redemption Date. Each of the Redeemed Bonds shall be presented for redemption at the Paying Agent/Registrar therefor, and shall not bear interest after the date fixed for redemption.

(c) On or before the Redemption Date, the District shall deposit with the Paying Agent/Registrar funds in an amount sufficient to provide for the redemption of such Bonds. Lawfully available funds of the District are hereby authorized and appropriated in the amounts necessary for such purpose.

(d) The officers and employees of the District are hereby authorized and directed to take such actions and to execute and deliver such documents, orders and receipts, including without limitation material events notices with respect to the Bonds, as necessary or appropriate to consummate the transactions authorized by this order in accordance with the provisions and requirements of the Bond Order, and to designate different or additional maturities of Bonds or a different Redemption Date for any of the Bonds, by causing the issuance of a written Notice of Redemption with such different maturities or dates set forth therein.

PASSED, APPROVED AND EFFECTIVE this May 14th, 2025.

  
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President, Board of Trustees  
Nazareth Independent School District

ATTEST:

  
\_\_\_\_\_  
Secretary, Board of Trustees  
Nazareth Independent School District