

Hitchcock Independent School District

BOARD OF TRUSTEES

Meeting Date: September 28, 2026

Presented by: Dr. Darryl J. Henson, Superintendent of Schools

Subject: Non-Business Public Information Act (PIA) Days

Consent Agenda

BACKGROUND INFORMATION:

The administration recommends the following approval of the Non-Business PIA Days. School districts may designate **no more than TEN non-business days** within each **calendar** year for purposes of the Public Information Act. Authority to designate districts' non-business days is provided solely to the Board of Trustees. The dates listed for 2027 can be changed prior to the beginning of 2027, if future circumstances require.

**It is important to note that this change in the calculation of business and non-business days only applies to requests under the Public Information Act and does not apply to any other timeline that includes only District business days*

BOARD ACTION REQUESTED

2 Motions Needed:

I move that the District designate for the calendar year 2026, the following ten non-business PIA days for consideration of and responses to Public Information Act requests:

January 1, 2026

March 12, 2026

July 2, 2026

October 14, 2026

November 23-25, 2026

December 23-24, 2026

December 30, 2026

I move that the District designate for the calendar year 2027, the following ten non-business PIA days for consideration of and responses to Public Information Act requests:

January 1, 2027

March 12, 2027

July 2, 2027

October 14, 2027

November 22-24, 2027

December 23-24, 2027

December 30, 2027

POLICY AUTHORIZATION:

N/A

CONTACT PERSON:

Dr. Darryl J. Henson

FUNDING SOURCE:

NA

ENCLOSURES:

N/A