November 17, 2026 Board Operating Procedures Committee Report

Mansfield ISD Board of Trustees

Report Synopsis

This report will include a summary of committee meetings, activities/events planned, recommended timeline for update completion. It's worth noting that the Board Operating Procedures (BOP) have not been updated since April 22, 2024. Also, the BOP or any of our governing document do not have a page dedicated to capturing document revisions and updates.

Item 1. Summary of Committee Meeting

No formal meeting just collaborative edits and communications surrounding the document.

Item 2. Immediate Item(s)

Addressing all law changes impacting the document.

Addressing closed meeting operating procedures

Item 3. Prioritization

Identified that sections 3, 4, and 5 of BOP need review/edits first.

Item 4. Time Line of Reviews/Updates

October 2026 complete review/edit of section 3, 4, and 5 of BOP (Completed November 13, 2026; draft redline covers the full BOP)

November 2026 BOP Report at board meeting

January 2027 Legal review of updates.

February 2027 final product delivered to the board

February 2027 BOP Report at board meeting

April 2027 BOP Report at board meeting (if necessary)

Item 5. Activity Update: November 13, 2026

On Friday, November 13, 2026, Trustees completed a draft redline of the full Board Operating Procedures. The review compared the BOP against legislation passed in the last three Texas legislative sessions (87th, 2021; 88th, 2023; and 89th, 2025) and against current board meeting practice. The draft contains 67 proposed changes, each annotated with the governing statute or rule.

Key proposed changes:

- **Meeting notice (Section 3):** Notice must be posted three business days before the meeting date, replacing 72 hours (HB 1522), with the agenda also posted on the District website (HB 3440).
- **Meeting time (Section 3):** Updated from 7:00 p.m. to 6:00 p.m. to reflect current practice. Meetings must be held outside typical work hours (SB 12).
- **Public comment (Section 3):** Moved to the beginning of each board meeting (SB 12).
- **Voting and minutes (Sections 2 and 3):** Each trustee's vote is recorded in the minutes; minutes and resolutions are posted online within seven days; all meetings are recorded (SB 413).
- **Closed meetings (Section 3):** Personnel language corrected to match current law; new cybersecurity exception added (HB 3112).
- **Records access (Section 4):** New special right of access to District records for board members (HB 4310).
- **Trustee training (Section 5):** New parental rights training (SB 204), annual cybersecurity and AI training, and updated orientation and every-two-year requirements.

Item for committee attention: Under the new three-business-day notice, the current agenda submission deadline (fifth calendar day before a meeting) falls after the posting deadline. The draft proposes the tenth calendar day as a placeholder for the committee to set.

Six items were identified for legal review, including the placement of public comment after district recognitions and whether to define "typical work hours" in policy. A legislative crosswalk was prepared to support the January 2027 legal review.

Recommended Governance Actions

Execute the timeline in item 4

Distribute the draft redline to committee members for review and comment

Obtain the District's adopted BE, BED, and BBD (LOCAL) policies (TASB Update 126) to align BOP language

Set the agenda submission deadline in Section 3, H.1

2nd BOP Report November 2026

Proceed to update the BOP in accordance with current BOP

Capture all revisions on last page of the document going forward

3rd BOP Report February 2027

4th BOP Report April 2027 (if necessary)