



# Board of Trustees Agenda Item Information Form

Date Submitted: May 7, 2026

Meeting Type	Agenda Placement	Code	Agenda Placement	Code
<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Public Hearing	PH	<input type="checkbox"/> Administrative Report	AR
<input type="checkbox"/> Special Meeting/Workshop	<input type="checkbox"/> Executive Session	ES	<input checked="" type="checkbox"/> Consent Agenda	CA
	<input type="checkbox"/> Recognition	R	<input type="checkbox"/> Action Item	AI
	<input type="checkbox"/> Program Spotlight	PS	<input type="checkbox"/> Information/Discussion	ID
Meeting Date: May 18, 2026	<input type="checkbox"/> Community Input	CI		

**District Strategies (Check all that apply):**

- Students and staff will thrive in a secure environment, build connections and community, and become resilient leaders.
- Each student will engage in world-class learning experiences that foster curiosity, develop talents, guide exploration, and fuel achievement.
- We will cultivate innovation through strategic collaboration and responsive organizational stewardship.

**Subject:**

Consider Approval of DGBA(LOCAL) Personnel-Management Relations - Employee Complaints/Grievances, FNG(LOCAL) Student Rights and Responsibilities - Student and Parent Complaints/Grievances, and GF(LOCAL) Public Complaints - FIRST READING

**Background:**

These three grievance policies were reviewed in concert with the adoption of the 2026 – 2031 Clear Creek ISD District of Innovation Plan, approved by the Board on May 4, 2026. The recommended revisions remove requirements previously mandated by Senate Bill 12 and realign with grievance procedures used by the District prior to the enactment of Senate Bill 12, including the following:

- Complaints not filed with the appropriate administrator must be forwarded to the Office of Policy and Legal Affairs.
- The requirement to provide notice and obtain a written statement when a complaint is made against a district employee is removed.
- The requirement to issue a decision notwithstanding any procedural errors is removed.
- The requirement to include information on submitting an appeal to the commissioner after a Level Four hearing is removed.
- “Days” shall mean District business days unless otherwise noted in the policy.
- Complaints that are not timely filed may be dismissed.
- No new documents may be submitted by the complainant after Level One unless the complainant did not know the documents existed.
- The ability to remand grievances back down to lower levels is removed.
- Complaints must be filed within 15 District business days of when the complainant first knew of the decision or action giving rise to the complaint.
- Hearings and decisions must be held or issued within ten District business days rather than 20 calendar days.
- At Level Four, the ability of the Board to delegate an ad hoc committee of three trustees is removed
- At Level Four, the Board may designate a hearing officer to hear the grievance and issue a written recommendation for disposition to the Board

**Fiscal Impact Statement**

**Cost:** \$0.00

Recurring

One-Time

**Funding Source:**

General Fund

Grant Fund

Other Funds (specify)

Fiscal Year: N/A

Amendment Required: N/A

Bond Funds (program year): N/A

**Superintendent's Recommendation:**

It is the recommendation of the Superintendent to accept the first reading of DGBA(LOCAL) Personnel-Management Relations: Employee Complaints/Grievances, FNG(LOCAL) Student Rights and Responsibilities: Student and Parent Complaints/Grievances, and GF(LOCAL) Public Complaints, recognizing that acceptance of the first reading does not constitute approval of the policy and that staff plans to bring to the Board for consideration a second reading of a version of the proposed policy for approval.

**Department Submitting Form:** Policy and Legal Affairs

**Cabinet Member's Approval:** Leila Sarmecanic