

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

WHEREAS, Texas Government Code Section 552.0031(a) defines “business day” under the Texas Public Information Act to mean a day other than:

- (1) a Saturday or Sunday;
- (2) a national holiday under Texas Government Code Section 662.003(a); or
- (3) a state holiday under Texas Government Code Section 662.003(b);

WHEREAS, Texas Government Code Section 552.0031(e) provides that the Friday before or Monday after a state or federal holiday is not a business day of a governmental entity if the holiday occurs on a weekend and the governmental entity observes the holiday on that Friday or Monday;

WHEREAS, this legislation, and the definition of a “business day,” is significant for governmental entities, as the Texas Public Information Act requires a governmental entity to take action upon receipt of a request for public information, with such required actions, including, but not necessarily being limited to, the following:

- (1) release requested public information promptly, and if not within ten (10) business days of receiving the request, CISD’s public information officer must certify to the requestor that CISD cannot produce the information within ten (10) business days and state the date and hour within reasonable time when the information will be available; and
- (2) if one or more of the exceptions under Subchapter C of the Texas Public Information Act applies to the requested information, CISD must request an Attorney General decision stating all the exceptions that apply, and provide notice to the requestor of the request for an Attorney General’s decision and a copy of CISD’s request for an Attorney General decision, within ten (10) business days;

WHEREAS, Texas Government Code Section 552.0031(f) provides that the Board of Trustees of a school district may designate up to ten (10) days in each calendar year as nonbusiness days, on which the governmental entity’s administrative offices are closed or operating with minimum staffing, but are not national or state holidays.

NOW, THEREFORE, BE IT RESOLVED as follows:

The Crosby Independent School District Board of Trustees designates the following dates in calendar year 2026 as nonbusiness days in compliance with Texas Government Code Section 552.0031:

- a. January 2, 2026;
- b. November 23-25, 2026 (Thanksgiving Break); and
- c. December 21-23 and 28-30, 2026 (Winter Break).

RESOLVED THIS THE ____ day of _____, 2025.

Kea Lynn Lewis, President
Board of Trustees
Crosby Independent School District

Heather Barrett, Secretary
Board of Trustees
Crosby Independent School District