



Celina ISD

POLICY REVIEW SESSION: April 24–25, 2017

SUMMARY OF RECOMMENDATIONS

Date sent to district: July 7, 2017

Policy Consultant: Carolyn Austin

I have prepared this summary to list and explain the changes that were requested by the staff and/or the board during the recent review of the district's localized policy manual. Annotated copies of changes are enclosed.

Each marked-up (LOCAL) policy or (EXHIBIT) in this collection reflects a comparison of the updated policy or exhibit with its precursor, as found in the TASB Policy Service records.

The comparison shows changes as follows:

- *Deletions* are shown in a red strike-through font: ~~deleted text~~.
- *Additions* are shown in a blue font: **new text**.
- *Revision bars* appear in the right margin.

In some cases, because of the extensive differences between your current and proposed policy language, certain policies have not been annotated.

As authorized by the administration, we have made these changes within our records of your policy manual. We are mailing to you LDU 2017.04, under separate cover, containing the final paper copies of the added and revised policies for filing in your official copy of the policy manual.

When we receive notice of board action on the policy changes summarized in this document, we will post the changes to your online policy manual.

As always, please call me at (800) 580-7529 if you have any questions.



CODE	EXPLANATION	ACTION
AE(LOCAL)	Revisions have been made to replace the district's 2004 mission statement with your current mission statement in order to provide a foundation for all other policy decisions.	REVISE per enclosed policy
AF(LOCAL)	Revisions have been made to update the URL for the district of innovation plan.	REVISE per enclosed policy
BBB(LOCAL)	Revisions have been made to remove obsolete provisions and refer only to future election cycles.	REVISE per enclosed policy
BE(LOCAL)	Revisions have been made to establish more practical deadlines for submission of topics to be addressed at a board meeting.	REVISE per enclosed policy
BQA(LOCAL)	Revisions have been made to reflect the current practices of the district site-based committee. Although provisions have been revised throughout for greater consistency with policy style and have been rearranged into a more logical order, only the few substantive revisions have been annotated.	REVISE per enclosed policy
BQB(LOCAL)	Revisions have been made to reflect the current practices of the various campus site-based committees. Although provisions have been revised throughout for greater consistency with policy style and have been rearranged into a more logical order, only the few substantive revisions have been annotated.	REVISE per enclosed policy
CDA(LOCAL)	Revisions have been made to remove the local requirement for a comprehensive annual report of your investment portfolio, which goes beyond the quarterly reporting requirements in state law.	REVISE per enclosed policy
CH(LOCAL)	Revisions have been made to establish a more practical limit for the authority of the superintendent or business manager to make budgeted purchases. The \$50,000 amount reflected in the draft matches the statutory amount above which the district must consider the purchasing method that gives the best value to the district, i.e., what many people think of as the "bidding" threshold.	REVISE per enclosed policy



CODE	EXPLANATION	ACTION
CKE(LOCAL)	Revisions have been made to indicate that the district employs a single police officer who also serves as chief of police.	REVISE per enclosed policy
CPC(LOCAL)	Revisions have been made to correctly identify the district's records management officer.	REVISE per enclosed policy
CQ(LOCAL)	Revisions have been made so that the superintendent may authorize the disabling of the Internet filter for bona fide academic purposes.	REVISE per enclosed policy
CV(LOCAL)	Revisions have been made to establish \$50,000 as the limit on the superintendent's authority to approve construction contracts.	REVISE per enclosed policy
DBA(LOCAL)	Revisions have been made to update the URL for the district of innovation plan.	REVISE per enclosed policy
DCA(LOCAL)	Revisions have been made to update the URL for the district of innovation plan.	REVISE per enclosed policy
DCB(LOCAL)	Revisions have been made to indicate that the district offers Chapter 21 contracts to full-time registered nurses but not to licensed practical nurses.	REVISE per enclosed policy
DEA(LOCAL)	Revisions have been made to clearly affirm that the district would continue to pay employees during an emergency closing, and that in the event of a disaster, would award premium pay to nonexempt employees who are required to report to work.	REVISE per enclosed policy
DEAB(LOCAL)	Revisions have been made to correctly reflect the workweek the district uses for calculating overtime.	REVISE per enclosed policy
DEC(LOCAL)	Revisions have been made to reflect the district's current practice of limiting family medical leave to 12 weeks total and military caregiver leave to 26 weeks total for spouses who are both employed by the district. The revision on page 1 is an update to the definition of catastrophic illness or injury.	REVISE per enclosed policy



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DED(LOCAL)	Revisions have been made to clarify that vacation days for 12-month employees must be used in the fiscal year in which they are granted.	REVISE per enclosed policy
DFBB(LOCAL)	Revisions have been made to reflect district practice of always relying on an independent hearing examiner if an employee requests a hearing in response to the proposed nonrenewal of his or her contract.	REVISE per enclosed policy
DH(LOCAL)	Revisions have been made to reflect that the district authorizes its police officers to possess a firearm on district property.	REVISE per enclosed policy
DK(LOCAL)	Revisions have been made to update the URL for the district of innovation plan.	REVISE per enclosed policy
DNA(LOCAL)	Revisions have been made to reflect that the district conducts formal appraisals only once every three years for teachers who meet certain eligibility criteria.	REVISE per enclosed policy
EB(LOCAL)	Revisions have been made to update the URL for the district of innovation plan.	REVISE per enclosed policy
EEB(LOCAL)	Revisions have been made to update the URL for the district of innovation plan.	REVISE per enclosed policy
EHAD(LOCAL)	The enclosed policy is necessary only for districts that provide on school property a hunter education course using real firearms. The policy has been deleted because your district does not offer such instruction.	DELETE enclosed policy
EHBB(LOCAL)	Revisions have been made to reflect the district's practice of not reassessing gifted students at any point after their initial identification, and to address intradistrict transfers of gifted students, since the district will shortly be opening a second elementary campus.	REVISE per enclosed policy
EHBD(LOCAL)	The enclosed revisions are required because comparability of services language is required for all districts that receive Title I funds and have more than one campus at a grade level.	REVISE per enclosed policy



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EI(LOCAL)	Revisions have been made to reflect that the district does not issue certificates of coursework completion to students who have not completed applicable state testing requirements and to articulate district efforts to assist migrant students and students experiencing homelessness.	REVISE per enclosed policy
EIA(LOCAL)	Revisions have been made to reflect that teachers issue interim progress reports for kindergarten students after the fourth week of each grading period and after the third and sixth week of each grading period for students in grades 1–12.	REVISE per enclosed policy
EIC(LOCAL)	The enclosed revisions do not change the substance of the practices described in the current policy but have been made to more clearly, completely, and concisely reflect the district’s practices for calculating class rank and determining which students will be recognized with local honors at graduation.	REVISE per enclosed policy
EIE(LOCAL)	Revisions have been made to reflect the district’s current local promotion standards.	REVISE per enclosed policy
FDA(LOCAL)	Revisions have been made to clarify practices regarding tuition for transfer students.	REVISE per enclosed policy
FDB(LOCAL)	Because the district is adding a second elementary campus, the enclosed provisions addressing intradistrict transfers have been added.	REVISE per enclosed policy
FEC(LOCAL)	Revisions have been made to correctly reflect the district’s deadline for a parent to request that the attendance committee review the records when a student has lost credit because of poor attendance.	REVISE per enclosed policy
FEE(LOCAL)	This policy dealing with closed campus rules has been deleted, as the issue would be more appropriately addressed through administrative regulations.	DELETE enclosed policy
FFAC(LOCAL)	Revisions have been made to reflect that the district does not buy medications of any kind to provide to students, except when administered by a licensed athletic trainer.	REVISE per enclosed policy



CODE	EXPLANATION	ACTION
FL(LOCAL)	Revisions have been made to: 1) allow the superintendent to designate an official custodian of records of former students; and 2) distinguish between the categories of information the district considers to be “directory information” for school-sponsored publications and announcements and the more limited list of categories of information it designates as “directory information” for all other purposes, i.e., third-party requests.	REVISE per enclosed policy
FMH(LOCAL)	Revisions have been made to reflect that the district only allows students who have met all applicable graduation requirements to participate in the graduation ceremony.	REVISE per enclosed policy
FNA(LOCAL)	To indicate that the district will allow qualified students to address the audience at any home athletic event, not just home football games, the enclosed revision has been made.	REVISE per enclosed policy
FNAA(LOCAL)	Revisions have been made to reflect that the campus principal is responsible for prior review of any nonschool literature students wish to distribute on campus as well as developing the specific rules addressing when, where, and how students may distribute such literature, while the superintendent or designee is responsible for rules for such distribution at any other district facility.	REVISE per enclosed policy
FNAB(LOCAL)	Revisions have been made to allow each campus principal to approve student use of campus facilities for nonschool purposes at his or her campus.	REVISE per enclosed policy
FNCE(LOCAL)	Revisions have been made to reflect the district’s practice of disposing of unclaimed cell phones and other electronic devices after giving notice as required by law.	REVISE per enclosed policy
FNF(LOCAL)	Revisions have been made to simplify and update provisions addressing the district’s program of mandatory drug testing of students who participate in extracurricular activities or request permits to park vehicles on campus.	REVISE per enclosed policy



CODE	EXPLANATION	ACTION
FO(LOCAL)	Revisions have been made to authorize the use of cameras to monitor student behavior in common areas and on school buses and to reflect that the district does not require that the person who administers corporal punishment be of the same sex as the child who is paddled.	REVISE per enclosed policy
GE(LOCAL)	Revisions have been made to indicate that a principal or appropriate administrator must approve fund raising projects conducted by parent organizations.	REVISE per enclosed policy
GKD(LOCAL)	Revisions have been made to more correctly reflect your district's current practices regarding nonschool use of district facilities. Two new paragraphs have been added at the beginning of the policy for legal clarity and to acknowledge compliance with federal law.	REVISE per enclosed policy
GKDA(LOCAL)	Revisions have been made to reflect that (1) the assistant superintendent of administrative services is responsible for prior review of any nonschool literature that a member of the community wishes to distribute on district property; (2) the campus principal is responsible for developing the specific rules addressing when, where, and how such literature may be distributed on the principal's campus; and (3) the superintendent or designee makes similar determinations for distribution of literature at any other district facility.	REVISE per enclosed policy