



BOARD OF SCHOOL TRUSTEES

KELLER INDEPENDENT SCHOOL DISTRICT

5C. Preview

Date: July 10, 2006

SUBJECT:

LOCAL POLICY UPDATES

CH(LOCAL) Purchasing and Acquisition*

CNA(LOCAL) Student Transportation*

EIC(LOCAL) Class Ranking*

FD(LOCAL) Foreign Exchange Students*

FFA(LOCAL) Student Welfare: Wellness and Health Services

FNA(LOCAL) Student Expression-Distribution of Non-School Literature

GKDA(LOCAL) Non-School Use of School Facilities-Distribution of Non-School Literature

****Policies included in the Policy Review Seminar (PRS)***

BOARD GOAL:

All students will achieve educational excellence.

All systems in Keller ISD will be effective, efficient, and accountable in support of the district's mission.

FISCAL NOTE:

Budgeted Funds

ANTICIPATED

DATE FOR ACTION: July 24, 2006

Background Information:

- As part of the ongoing policy review process several policies have been identified for revision in order to adjust current practices or bring policy in line with current practice.
- Input has been received from the appropriate administrative staff, TASB Policy and Legal Services and the District's legal council.
- Summaries of the proposed policy changes for each policy are attached.

Administrative Considerations:

- Policy revisions have been recommended from the following departments:
Administration-GKDA, FNAA, FD
Business Operations-CNA, CH
Curriculum and Instruction-EIC
Health Services-FFA
- All policies become effective immediately upon adoption.
- During the Policy Review Seminar the administration and School Board reviewed 122 policies. Sixty-six policy actions have been submitted to TASB. Nineteen policies have actions pending, and thirty-seven policies require no action. We are currently waiting for TASB to submit their executive summary from the Policy Review Seminar to the administration. A local policy review calendar has been created that will be used to make sure that all KISD policies are reviewed between now and 2012 (our next PRS). A policy data base has been created to electronically track all future actions that are taken in regards to local policy and to create a file of historical records.

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Respectfully submitted,

Keith McBurnett
Executive Director of Elementary Administration

**Explanatory Notes
Local Policy Update
July, 2006**

CH(LOCAL) Purchasing

The recommended CH(LOCAL) attempts to align local policy with legal policy, which addresses purchases valued at or above \$25,000. The recommendation in CH(LOCAL) is to provide authority for the district to expend up to the \$25,000 threshold for budgeted purchases. CH(LEGAL) provides the authority for a district to make purchases using cooperative purchasing avenues, such as the State Building and Procurement Commission and other inter-local agreements. The administration recommends that CH(LOCAL) provide authorization for the district to purchase budgeted items using these various approved mechanisms without regard to the \$25,000 limitation. The Board will have previously approved, as a matter of course, the district's participation in any of the inter-local agreements the district uses as part of its purchasing operations. In addition, with respect to purchases between \$10,000 and \$24,999, the language provided in CH(LOCAL) reinforces the applicable provisions in CH(LEGAL) dealing with purchases at these levels.

CNA(LOCAL) Student Transportation

The revisions to CNA(LOCAL) are to make the District's policy align with its practice. The proposed policy still states that, "The District shall not provide transportation to any student for whom it does not receive state transportation funds," but it also lists a limited number of exceptions to this statement to bring the policy in alignment with the District's current practice. Transportation can be provided in limited circumstances including:

- As required by the individualized education program of a student with disabilities.
- As part of the pay-for-ride program, within the limits of time and space, as determined by the administration.
- In order to facilitate curricular and co-curricular activities as directed by the administration.
- In order to create safe passages to and from campuses during times of temporary hazardous conditions.

The policy also defines hazardous areas so that the District has a defined set of criteria to utilize when making the designation of "Hazardous Area".

EIC(LOCAL) Class Ranking

The revision to EIC(LOCAL) is based upon concerns raised during a TASB legal review that the District was changing the rules associated with class ranking mid-way through current students' high school education. In response to the concern, a statement has been added to reflect when the change was first initiated and communicated to students as part of the district-wide initiative in developing a PreAP/AP Program in grades 5-12.

FD(LOCAL) Foreign Exchange Students

The revision to FD(LOCAL) is based upon concerns raised during a TASB legal review that the District had established additional requirements for Exchange students besides those listed in the Texas Education Code 25.001(b) by stating specific grade levels that Exchange students may be enrolled and by stating that Exchange students may not graduate. In addition, the revisions limit the number of transfers to five per high school that is not closed to in-district transfers. The revisions also make a special provision for the 2006-2007 academic year by stating that the District “shall accept those students who submit completed paperwork prior to the District receiving an amended waiver. In no instance shall the District accept greater than fifteen students.”

FFA(LOCAL) Student Welfare

This is a new local policy that was developed in response to the new FFA(legal) policy that was recently sent out from TASB. The policy was developed by a committee of administrators from the Athletic Department, Health Services Department, Administrative Department, Business Operations Department, and the Child Nutrition Department utilizing a Starting Point worksheet provided by TASB.

FNAA(LOCAL) Student Expression-Distribution of Non-School Literature

The revision to FNAA(LOCAL) is based upon concerns raised during a TASB legal review that the five school days provided to administrators to approve or reject materials could be deemed too long in light of the fact that courts have ruled that approval of such material must be “timely”. The proposed revision allows administrators two days to approve or reject materials.

GKDA(LOCAL) Non-School Use of School Facilities-Distribution of Non-School Literature

The revision to GKDA(LOCAL) is based upon concerns raised during a TASB legal review that the five school days provided to administrators to approve or reject materials could be deemed too long in light of the fact that courts have ruled that approval of such material must be “timely”. The proposed revision allows administrators two days to approve or reject materials.