

SUPPORTING AGENDA DATA  
BOARD OF DIRECTORS, EDUCATION SERVICE CENTER, REGION 20

December 19, 2012

SUBJECT: CENTER POLICY UPDATE – Legal and Local

EXPLANATION: The Board is required to review the updated Legal Policies (Update 17) and to act on Local Policies (Local Update 17 and Local Center revisions, additions, and deletions). Explanatory notes are enclosed with the agenda.

LEGAL POLICY- UPDATE 17 – *Review*

A – Basic Foundations

B – Governance

- B Legal, Governance, Table of Contents- *Replace with Revised Table of Contents*
- BBD Legal, Board Members, Training and Orientation- *Replace with Revised Policy*
- BED Legal, Board Meetings, Public Participation- *Replace with Revised Policy*

C - Business and Support Services

- C Legal, Business and Support Services, Table of Contents- *Replace with Revised Table of Contents*
- CBF Legal, Revenue Sources, Investments- *Replace with Revised Policy*
- CH Legal, Purchasing and Acquisition- *Replace with Revised Policy*
- CKD Legal, Safety Program/Risk Management, Security- *Replace with Revised Policy*
- CM Legal, Instructional Materials- *Add Policy*
- CMA Legal, Instructional Materials, Textbooks- *Delete Policy*
- CRB Legal, Insurance and Annuities Management, Liability Insurance- *Replace with Revised Policy*
- CS Legal, Facilities Standards- *Delete Policy*
- CT Legal, Facilities Planning- *Replace with Revised Policy*
- CU Legal, Facilities Construction- *Add Policy*
- CUA Legal, Facilities Construction, Competitive Bidding- *Add Policy*
- CUB Legal, Facilities Construction, Competitive Sealed Proposals- *Add Policy*
- CUC Legal, Facilities Construction, Construction Manager-Agent- *Add Policy*
- CUD Legal, Facilities Construction, Construction Manager-At-Risk- *Add Policy*
- CUE Legal, Facilities Construction, Design-Build Contracts - *Add Policy*
- CUF Legal, Facilities Construction, Job-Order Contracts- *Add Policy*
- CV Legal, Renting or Leasing Facilities- *Add Policy*

- CW Legal, Intellectual Property- *Add Policy*
- D – Personnel
  - D Legal, Personnel, Table of Contents- *Replace with Revised Table of Contents*
  - DAB Legal, Employment Objectives, Genetic Nondiscrimination- *Add Policy*
  - DBA Legal, Employment Requirements and Restrictions, Credentials and Records- *Replace with Revised Policy*
  - DEBB Legal, Leaves and Absences, Military Leave- *Replace with Revised Policy*
- E – Communications
  - E Legal, Communications, Table of Contents- *Replace with Revised Table of Contents*
  - EAB Legal, Public Information Program, Access to Public Information- *Replace with Revised Policy*
  - EABB Legal, Access to Public Information, Requests for Information- *Replace with Revised*
  - EB Legal, Copyright Requirements- *Delete Policy*
  - EC Legal, Technology Resources- *Replace with Revised Policy*

**LOCAL POLICY- UPDATE 17– Action Required**

- A – Basic Foundations
- B – Governance
  - BBI Local, Board Members, Technology Resources and Electronic Communications- *Update 17, Add Policy*
- C - Business and Support Services
  - CBF Local, Revenue Sources, Investments- *Update 17, Replace with Revised Policy*
  - CS Local, Facilities Standards- *Update 17, Delete Policy*
  - CS Exhibit, Facilities Standard- *Update 17, Delete Exhibit*
  - CSA Local, Facilities Planning and Construction, Competitive Bidding- *Update 17, Delete Policy*
  - CSB Local, Facility Planning and Construction, Competitive Sealed Proposals- *Update 17, Delete Policy*
  - CSC Local, Facility Planning and Construction, Design-Build Contracts- *Update 17, Delete Policy*
  - CSD Local, Facility Planning and Construction, Construction Manager-Agent- *Update 17, Delete Policy*
  - CSE Local, Facility Planning and Construction, Construction Manager-At-Risk- *Update 17, Delete Policy*
  - CSF Local, Facility Planning and Construction, Job Order Contracts- *Update 17, Delete Policy*
  - CU Local, Facilities Construction- *Update 17, Add Policy*
  - CU Exhibit, Facilities Construction- *Update 17, Add Exhibit*
  - CW Local, Intellectual Property- *Update 17, Add Policy*

- CW Exhibit, Intellectual Property- *Update 17, Add Exhibit*
- D – Personnel
  - DAB Local, Employment Objectives, Genetic Nondiscrimination- *Update 17, Delete Policy*
  - DAC Local, Employment Objectives, Objective Criteria for Personnel Decisions- *Update 17, Add Policy*
  - DH Local, Employee Standards of Conduct- *Update 17, Replace with Revised Policy*
  - DH Exhibit, Employee Standards of Conduct- *Update 17, Replace Exhibit*
- E – Communications
  - EB Local, Copyright Requirements- *Update 17, Delete Policy*
  - EB Exhibit, Copyright Requirements- *Update 17, Delete Exhibit*
  - EC Local, Technology Resources- *Update 17, Replace with Revised Policy*

**LOCAL POLICY- LOCAL CENTER – Action Required**

- A – Basic Foundations
- B – Governance
  - BBI Exhibit, Board Members, Technology Resources and Electronic Communications- *Add Exhibit*
- C- Business and Support Services
  - CBC Local, Revenue Sources, Grants and/or Contracts- *Replace with Revised Policy*
  - CKD Local, Safety Program/Risk Management, Security- *Add Policy*
  - CU Local, Facilities Construction- *Replace Update 17 with Revised Policy*
  - CW Local, Intellectual Property- *Replace Update 17 with Revised Policy*
- D – Personnel
  - DGC Local, Employee Rights and Privileges, Intellectual Property Rights- *Delete Policy*
- E – Communications
  - EC Exhibit, Technology Resources- *Add Exhibit*

**ACTION:** It is recommended that the following resolution be adopted:

**BE IT RESOLVED,** That the Board of Directors has reviewed the Legal policy additions/ revisions and has approved the revisions, additions, and deletions of the Local policies for inclusion in the Center Policy Manual.

Respectfully submitted,



Ronny L. Beard  
Executive Director