

## HB 3372 – Administrator Personal Services Contract Submission Form

This form must accompany any written contract for personal services performed for another school district or entity. Submit the completed form and the contract to your supervising Chief at least ten (10) business days before the desired Board meeting date.

**Administrator Name:** Tijuana Hudson

**Title / Position:** Executive Director

**Duncanville ISD Department / Campus:** Student Services & Campus Support

**External District / Entity:** Region 20 Education Service Center

**Service Description:** Lone Star Governance Training

**Dates of Service (Start – End):** January 10 – 11, 2026

**Estimated Hours (performed on personal time):** 16

**Compensation / Benefit:** \$2000.00

**Attachments:** Copy of written contract and any supporting documents.

Affirmations (initial each statement):

- TH The contract will not harm Duncanville ISD.
- TH The arrangement presents no conflict of interest.
- TH All services will be performed entirely on my personal time.

**Administrator Signature:** Tijuana Hudson Date: 12/2/2025

**Chief Review / Recommendation:** Tellus Date: 12-2-25