



UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

TOPIC: Discussion regarding update of Teacher Service Record Designees

SUBMITTED BY: David R. Canales, Associate Superintendent

OF: Human Resource Department

APPROVED FOR TRANSMITTAL TO SCHOOL BOARD: _____

DATE ASSIGNED FOR BOARD CONSIDERATION: July 19, 2023

Recommendation:

To approve the Compensation Director, **Director of Employee Relations**, HR Program Coordinator, and Associate Superintendent of Human Resources to have authorization to sign personnel records of the institution.

Rationale:

As per DBA (Legal and Local), the service record must be validated by a person designated by district to sign service records.

Budgetary Information:

None

Board Policy Reference and Compliance:

DBA (Legal and Local)