

Consider approval of 2026 Designated Non-Business Days for TPIAs

1. Background

House Bill 3033, passed during the regular legislative session, amends the Public Information Act (PIA) by limiting the number of “non-business” days for school districts. This legislation will greatly reduce response times for PIA requests when Districts are closed for business. Southwest ISD will need to designate non-business PIA days and to update district calendars for purposes of responding to PIA requests. The new law took effect September 1, 2023.

Prior to HB 3033, days when districts were closed (such as holiday breaks) were not counted in the deadline calculations. Now, the statute expressly limits non-business day exclusions to weekend days, national and state holidays, and the Friday or Monday after a holiday which falls on a weekend and is earlier/later observed. The PIA now specifically states that in addition to the weekends and holidays listed above, non-business PIA days may be designated when District administrative offices are closed or operating with minimal staffing. However, school districts may designate no more than TEN non-business days within each calendar year for purposes of the PIA.

2. Process:

The Communications Department worked closely with Human Resources and the Business Office (these two departments received the most TPIAs) to determine which days to designate as non-business days. The recommendations are listed below.

2026 - January 2

March 11, 12

July 2

November 25, 27

December 23, 24, 28, 29

3. Fiscal Impact:

N/A

4. Recommendation:

That the board approve the recommended designated non-business days for TPIAs.

5. Required:

Board action