



Board of Trustees Agenda Item

Date	November 17, 2025
Agenda Item	Consider Approval of Designation of Local District Non-Business Days for 2026
Policy Reference	GBAA(Local)
Strategic Goal	Talent
Department	Human Resources

Recommendation: Request for approval of non-business days for the 2026 calendar year.

Summary: In response to HB 3303 passed during the 88th Legislative Session, effective September 1, 2023, the district proposes designating the following ten days as non-business days for the 2026 calendar year to comply with the Texas Public Information Act (TPIA).

1. January 2, 2026	6. November 25, 2026
2. January 5, 2026	7. December 21, 2026
3. March 12, 2026	8. December 22, 2026
4. March 13, 2026	9. December 23, 2026
5. July 2, 2026	10. December 31, 2026

Rationale: Under Texas Government Code § 662.003(a) – National Holidays and Texas Government Code § 662.003(b) - State Holidays, the only days that do not count as business days are the following:

- Weekends – Saturday or Sunday;
- National Holidays – New Year’s Day; Martin Luther King, Jr., Day; President’s Day; Memorial Day; Independence Day; Labor Day; Veterans Day; Thanksgiving Day; and Christmas Day;
- State Holidays – Confederate Heroes Day; Texas Independence Day; San Jacinto Day; Emancipation Day; Lyndon B. Johnson Day; the Friday after Thanksgiving Day; December 24; and December 26;
- Optional Holidays – Rosh Hashanah; Yom Kippur; and Good Friday (only if the governmental body observes the holiday);
- The Friday before or the Monday after a holiday described above if the holiday occurs on a Saturday or Sunday and the governmental body observes the holiday on that Friday or Monday; and

To take advantage of the 10 additional “non-business days” each calendar year, the board of trustees must officially designate these days.

Recommended by: Dr. Kristin Craft, Superintendent

Submitted by: Jill Rhodes Pruin, Chief Human Resources Officer

Suggested Motion: Motion for the Board of Trustees to approve the recommendation for the non-business days as presented by administration.