

PALESTINE INDEPENDENT SCHOOL DISTRICT
1007 E. Park Avenue
PALESTINE, TEXAS 75801

OFFICIAL COMMUNICATION

Date: February 26, 2018
To: Board of Trustees
From: Suzanne Eiben
Subject: Policy Update 109

Update 109 encompasses changed in law from the 85th Legislative Session that have an immediate effect on the governance and management of the district. These changes will effect local policies and the recommendations are as follows:

<u>Local Policy:</u>	<u>Recommended Action</u>
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BBE	Board Members Authority	Replace
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The district shall respond to a board member's requests for records within the time frames required by law; a new requirement for policy which states that the board member shall adhere to any posted requirements for visitors and limits visits that interfere with the delivery of instruction or district operations.

CDA	Other Revenues Investments	Replace
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Changes were made to CDA(Legal) that necessitate the local policy changes to align with HB1701 (Investments) and requires a business organization that engages in investment transactions with a district to provide the written documents required by law. Additionally, PISD policy previously required reporting beyond the requirements in state law. That requirement has been removed.

CKC	Safety Program / Risk Management Emergency Plans	Replace
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HB 332 requires inclusion, in the district's emergency operations plan (EOP), a "policy" addressing security of district property used as a polling place. These are to be procedures to be included in the EOP, as the EOP is not typically board approved.

CAN	Transportation Management Student Transportation	Replace
	<p>SR 195 expanded the reasons for which a district may apply for an additional transportation allotment for students residing within two miles of a campus to include areas presenting a high risk of violence in addition to the existing factor of hazardous traffic concerns.</p> <p>The provisions addressing eligibility to participate in PISD transportation system by students for whom the district does not receive transportation funds. These provisions will be addressed in administrative guidelines.</p>	
CO	Food Services Management	Replace
	<p>Previous law allowed the administration to establish a grace period during which a student whose meal account balance was exhausted could continue to purchase meals. SB1566 now requires the board to establish the length of the grace period; for PISD the grace period recommended is up to three school days.</p>	
DF	Termination of Employment	Add
	<p>SB7 authorizes the board to delegate the authority to take certain termination actions without further board action when an employee has engaged in serious criminal conduct. The recommended policy designates the superintendent as the board's designee.</p>	
DH	Employee Standards of Conduct	Replace
	<p>Revisions address:</p> <ul style="list-style-type: none"> • Clarification that the policy makes all district employees subject to the Educators' Code of Ethics • Changes terminology from "illegal knife" to "location-restricted knife" • Clarification that the district may not prohibit an employee with a handgun license from storing an unloaded gun that is not in plain view in a locked vehicle in a district parking area • Clarification regarding when an employee may use personal electronic platforms, applications, or accounts to communicate with students; to emphasize that electronic communications must comply with the ethical standards in the Educators' Code of Ethics; and to state that employees do not have an expectation of privacy in communications with students. • Provisions to require an employee to report improper electronic communications by a student and to allow employees to choose whether to disclose e-mail address or phone number to a student. • Acknowledgement that the district will notify a parent if an educator has engaged in certain misconduct with the student. • Inclusion of the required drug-free workplace provisions 	

EHBAF	Special Education Video/Audio Monitoring	Replace
	Policy revisions include identification of the superintendent for coordinating the provision of equipment to campuses; provisions regarding when a parent may request cameras for the following year; reference to specific procedures in law that must be followed for current year requests, the requirement that the district must provide a response to a request within seven business days; reference to the time3 frame for installation and operation and details on when operation of the camera may be discontinued; details on retention and confidentiality; a provision referring to an appeal to the commissioner of education.	
EJ	Academic Guidance Program	Delete
	This policy no longer aligns with the current state guidance regarding the duties of a counselor.	
FEA	Attendance Compulsory Attendance	Replace
	This policy requires that a student 17 years of age or older to be excused from attendance in order to pursue military enlistment.	
FFAA	Wellness and Health Services Physical Examinations	Replace
	Requires “notice of lice” by a school nurse or administrator who discovers or becomes aware that a child enrolled in a District elementary school has lice to parents (written or electronic notice) within time frames prescribed by law. (within 48 hours to the parent of a child with lice and within 5 days to the parent of a child assigned to the same classroom as the child with lice.)	
	Deletes the information regarding tuberculosis because it no longer matches the current district practice.	
	The District’s UIL Participation text has been revised to reflect the requirement for student athletes as per UIL guidelines.	
FFF	Student Welfare Student Safety	Add
	The District must have a policy to notify a parent of a student with whom an educator is alleged to have engaged in certain misconduct:	
	<ul style="list-style-type: none"> • As soon as feasible • Whether the educator was terminated or resigned and • Whether the district submitted a report to SBEC. 	
	The policy also defines misconduct.	

FFI	Student Welfare Freedom from Bullying	Replace
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Recommended revisions come from changes in state law and include:

- The definition of bullying is defined by state law, rather than providing the definition within policy
- Emphasis that bullying can occur through electronic means
- Provisions for anonymous reporting and requirements for notification to parents of students who are alleged victims of bullying
- That the District may notify law enforcement the conduct in certain circumstances

GBAA	Information Access Requests for Information	Replace
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HB 3107 allows a board to establish reasonable yearly and monthly limits on the personnel time spent to produce public information for a requestor, after which the district may begin charging the requestor for the time.

The recommendation for PISD is 36 hours of time the District's fiscal year or 15 hours of time during a one-month period

GKA	Community Relations Conduct on School Premises	Replace
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Authorizes administrators, school resource officers, and district's police officers to refuse entry or to eject a person from property under the district's control under certain circumstances.

Clarifies that an individual with a handgun license who stores an unloaded handgun not in plain view in a locked vehicle is not in violation of the policy prohibiting unlawful possession of a firearm on district property.

GKC	Community Relations Visitors	Replace
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Revisions regarding visitors are to reflect that board member visits to district facilities are now addressed at BBE (Local).

Also, the text revisions better align addressing registered sex offenders on campus with statutory provisions.

GKE	Community Relations Business, Civic, and Youth Groups	Add
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Allows a principal to provide a representative of a patriotic society an opportunity to speak to students during the school day. The principal has discretion over the date and time and is allowed to limit the opportunity to a single school day and to limit the presentation to ten minutes.

Thank you for your consideration and action taken to replace, delete, or add policies as recommended.

Sincerely,

A handwritten signature in black ink, reading "Suzanne Eiben". The signature is written in a cursive style with a large, stylized 'S' and a prominent 'E'.

Suzanne Eiben
Assistant Superintendent

10